

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

September 20, 2023

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Ms. Jan Conrad, Vice-Chairperson
Ms. Makayla Buchanan
Mr. Wendell Davis
Mr. Jim Reid
Mr. Jud Sapp

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Mr. Ron Brown, Attorney for the Board

Chairperson Komando called the meeting to order at 2:05 pm.

Meeting Call to Order

There were no public comments.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando requested approval of the Consent Agenda Items IV.A-C:
A.1 - Minutes of August 9, 2023, Board Meeting

Consent Agenda
Items

B.1-3 – Senior V.P./Chief Business Officer: Facilities Usage Report for August 2023; Monthly Financial Report – August 2023; and Personnel Matters.

C.1-4 - Chief Academic Officer/Provost – Dr. Melanie Brown: 2023-2024 Articulation Agreement Among Eligible Home Education Students and their Parents/Guardians and St. Johns River State College; 2023-2024 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and the public school districts (District School Board of Clay County, District School Board of Putnam County, District School Board of St. Johns County, and Florida School for the Deaf and the Blind); 2023-2024 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and the private schools (Beacon of Hope Christian Academy, Calvary Christian Academy, Center Academy, Crescent City Christian Academy, Lighthouse Christian School, Matanzas Christian Academy, Peniel Baptist Academy, Putnam Banner Academy, Seamark Ranch, Springs Academy, St. Johns Country Day School, St. John's Academy, St. Joseph Academy, The Broach School,

Victory Prep School, and Washington Classical Christian School); and 2023-2024 Memorandum of Understanding for Interpreter Services Between the District Board of Trustees of St. Johns River State College and the Florida School for the Deaf and Blind.

Mr. Davis moved approval of the Consent Agenda Items IV.A-C. Ms. Conrad seconded the motion. Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Consent
Agenda Items IV.A-C

Dr. Melanie Brown welcomed Dr. Diane Pagano, Dean of Nursing, who gave an update on the St. Augustine Campus Nursing Expansion.

Viking Spotlight

Dr. Melanie Brown gave a presentation and led discussion on the Florida School of the Arts Facility and the St. Augustine Campus Master Plan and Land.

Presentation

First, Dr. Brown informed the Board that an RFQ for architects has been disseminated for a phased plan for the Florida School of the Arts Facility. In phase 1, safety and ADA concerns will be addressed, as well as critical maintenance issues. She overviewed the timeline for the RFQ. The goal is to bring the multi-phased renovation plan to the Board at the January 17, 2024, meeting.

Next, Dr. Brown discussed the current St. Augustine Campus facilities. She overviewed planned growth that is indicated on the Master Plan. President Pickens spoke to this subject. Dr. Brown then reminded the Board of offers to-date to purchase the 75-acres in St. Augustine on the other side of Four Mile Road.

Dr. Brown discussed next steps for the Florida School of the Arts Architect RFQ. She discussed next steps regarding the St. Augustine property offers. It was recommended for the Board's consideration to consider selling the land and using the proceeds to improve the facilities of the Florida School of the Arts and invest in the development of the St. Augustine Campus. Discussion followed.

Chairperson Komando called a public hearing for Amendment to SJR Board Rule 6.35 Drug and Alcohol Abuse Prevention and Screening Program for Student Athletes. There being no comments, Chairperson Komando adjourned the public hearing.

Public Hearing

Dr. Gilbert Evans reviewed and requested approval of Amendment to SJR Board Rule 6.35 Drug and Alcohol Abuse Prevention and Screening Program for Student Athletes.

Mr. Davis moved, seconded by Ms. Buchanan, to approve Legal Affairs/ General Counsel Item VII.A.2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President of Legal Affairs/ General Counsel). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved V.P. Legal Affairs/ General Counsel Item VII.A.2

Chairperson Komando called a public hearing for Amendment to SJR Board Rule 7.22 (R12) Limited Access Programs. There being no comments, Chairperson Komando adjourned the public hearing.

Public Hearing

Dr. Gilbert Evans reviewed and requested approval of an Amendment to SJR Board Rule 7.22 (R12) Limited Access Programs.

Mr. Davis moved, seconded by Ms. Buchanan, to approve Legal Affairs/ General Counsel Item VII.A.4, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President of Legal Affairs/ General Counsel). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved V.P. Legal Affairs/General Counsel Item VII.A.4

Dr. Gilbert Evans reviewed and requested approval of the Annual Review of the Board's Rules and Policies.

Ms. Buchanan moved, seconded by Mr. Davis, to approve Legal Affairs/ General Counsel Item VII.A.5, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President of Legal Affairs/ General Counsel). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved V.P. Legal Affairs/ General Counsel Item VII.A.5

Dr. Lynn Powers recognized staff who will be reporting to the Board upon her retirement: Randy Peterson, Chuck Romer, Terry Thomas, and Gregg Gunderson.

VP Randy Peterson reviewed and requested approval of Financial Item College Affordability Report.

Mr. Davis moved, seconded by Ms. Conrad, to approve Senior V.P./Chief Business Officer Financial Item VII.B.1.a, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior V.P./Chief Business Officer). Motion carried

Approved Chief Business Officer Financial Item VII.B.1.a

(Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

VP Randy Peterson reviewed and requested approval of Financial Item Fund Balance Carry-Forward Spending Plan.

Mr. Reid moved, seconded by Ms. Conrad, to approve Senior V.P./Chief Business Officer Financial Item VII.B.1.b, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior V.P./Chief Business Officer). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief Business Officer Financial Item VII.B.1.b

VP Peterson presented and then requested approval of Financial Item Annual Financial Report – Fiscal Year 2022-2023.

Mr. Davis moved, seconded by Ms. Conrad, to approve Senior V.P./Chief Business Officer Financial Item VII.B.1.c, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior V.P./Chief Business Officer). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief Business Officer Financial Item VII.B.1.c

VP Peterson reviewed for information only a Correction to Write-off Total of Accounts Receivable.

Chief Business Officer Financial Item VII.B.1.d

Assistant VP Charles Romer reviewed and requested approval of the Revised Salary Schedule.

Mr. Davis moved, seconded by Ms. Buchanan, to approve Senior V.P./Chief Business Officer Personnel Item VII.B.2.a, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior V.P./Chief Business Officer). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief Business Officer Personnel Item VII.B.2.a

Dr. Ros Humerick gave an update for information only on fall enrollment data.

VP/Chief Institutional Research Officer Item VII.C.1

President Pickens asked Dr. Brown to inform the Board about the Days of Service event held this past Friday. Dr. Brown asked Dr. Will to provide the data on hours of service provided. President Pickens spoke to the event.

President's Report

President Pickens thanked Board Attorney Ron Brown for his service to the College, as he is retiring.

Trustee comments were made.

Chair Komando referred Board members to the memo from President Pickens requesting approval to change the location of Board meetings: January 17, 2024, from St. Augustine Campus to Palatka Campus, and February 21, 2024, from Palatka Campus to St. Augustine Campus.

Mr. Davis moved, seconded by Ms. Conrad, to approve the request. Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Chairperson Komando adjourned the meeting at 4:05 p.m.

Trustee Comments

Additional Agenda Item

Approved Location
Change of 2 Meetings

Adjournment