

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

October 21, 2020

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson
Mr. Wendell Davis, Vice-Chairperson
Ms. Jan Conrad
Rev. Bobby Crum
Ms. Leslie Dougher
Mr. Brian Keith
Mr. Jim Reid

OTHERS PRESENT:

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

Pursuant to the Governor's Executive Order 20-213, the meeting was held virtually via Zoom for Trustees and live streamed via [youtube.com/sjrstate](https://www.youtube.com/sjrstate) for Public.

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the September 16, 2020 Board Meeting. Mr. Davis moved approval of the minutes and Ms. Conrad seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Minutes of
September 16, 2020
Board Meeting

The ability to make public comments was available by calling 386-312-4221. There were no public comments.

Public Comment

Chairperson Garrison noted the Governor's Executive Order is set to expire on November 1, so this will be the last Board meeting held virtually unless the Executive Order is extended.

There was no old business.

Old Business

SVP Melissa Miller reviewed and requested approval of Execution of Quit Claim Deed conveying 1,363 SF Parcel at Corner of Kenton Morrison Road and Four Mile Road to St. Johns County, Ratify Memorandum of Understanding Between the United Faculty of Florida and St. Johns River State College Board of Trustees, Subject COVID-19 Pandemic, and Ratify Distance Learning Quality Training and Course Development Project Agreement.

Mr. Reid moved, seconded by Ms. Dougher, to approve Senior Vice President Items 1-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Senior Vice President Items 1-3

SVP Melissa Miller reviewed for information only an Amendment to Board Rule 6.03 (R5) Standards of Conduct and Additive Change Order #1 to Contract with DiMare Construction Co. for Renovation with Addition to Building V, St. Augustine Campus. She gave a report on Facilities Usage for September, 2020.

Senior Vice President Items 4-6

Dr. Powers reviewed and requested approval of the Monthly Financial Report – September 2020, Budget Amendments for FY 2020-21 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, Plant Fund 7), Write-Off of Tangible Personal Property, Personnel Matters, and Disaster Debris Removal Services, FCSRMC RFP 03-20C.

In regards to the agenda item for Disaster Debris Removal Services, FCSRMC RFP 03-20C, Chairperson Garrison clarified that there were two parts to the request for approval – request approval to enter into agreements with both contractors selected to provide the debris removal services and request approval to increase the President’s purchase authority to \$750,000.00 under each contract in the event of emergency circumstances. Discussion followed.

Mr. Crum moved, seconded by Ms. Conrad, to approve Finance and Administration Items 1-4 and the first part of item 5, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Finance and Administration). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance and Administration Items 1-4 and first part of Item 5

Ms. Dougher moved, seconded by Mr. Davis to approve the request in the second part of Item 5, which is to increase the President’s purchase authority to \$750,000.00 under each contract in the event of emergency circumstances. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance and Administration second part of Item 5

Dr. Melanie Brown reviewed and requested approval of the 2020-2021 Articulation Agreement and 2021 Collegiate High School Contract between the District

Board of Trustees of St. Johns River State College and the Florida School for the Deaf and the Blind.

Mr. Crum moved, seconded by Mr. Keith, to approve Academic Affairs Items 1-2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Academic Affairs). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Academic Affairs Items 1-2

Dr. David Campbell reviewed and requested approval of New Continuing Workforce Education Courses CWL 0332 – Defensive Tactics Instructor and CWL 0333 – Advanced Defensive Tactics.

Mr. Reid moved, seconded by Ms. Dougher, to approve Workforce Development Items 1-2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Workforce Development Items 1-2

Clay Moore noted there was no report on behalf of the Faculty Senate.

Faculty Senate Report

President Pickens discussed the Governor's move in to Phase 3. It was noted that this did not affect what the College is doing.

President's Report

It was noted there were no callers for Public Comment so it was closed.

Trustee comments were made.

Trustee Comments

Wendell Davis discussed the letter of commendation for Dr. Ellen Burns. It was emailed to the Board for their review. Chairperson Garrison moved to approve the letter as introduced by Mr. Davis. Mr. Reid seconded the motion and it carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Letter of Commendation

President Pickens discussed that SJR State will have as many face-to-face classes as needed to meet student demand, but it will probably always be less than what the College had pre-pandemic. Chairperson Garrison noted there are various factors to manage as we transition back.

Chairperson Garrison adjourned the meeting at 3:00 p.m.

Adjournment