

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
Palatka, Florida

November 16, 2011

MEMBERS PRESENT:

Mrs. Diane P. Leone, St. Johns County, Chairman
Mr. Carl C. Beck, St. Johns County
Mr. Robert Bradley, Clay County
Mr. John Nelson, Jr., Putnam County
Mrs. Mary Ellen Webb, Putnam County

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Mr. Joe C. Miller, II, Attorney for the Board

OTHERS ABSENT:

Mr. Ron Coleman, Clay County

The meeting was held in the Multipurpose Room,
Higgins-Solomon Criminal Justice Center, St.
Augustine Campus.

Chairman Leone recognized Provost Dr. Gregory
McLeod for remarks of welcome.

Chairman Leone called for corrections or additions to
the minutes of the previous meeting. There being none,
Mr. Bradley moved, seconded by Mr. Beck, to approve
the minutes of October 19, 2011, as submitted. Motion
carried (Leone, Beck, Bradley, Nelson, — Yes).

Approved Minutes of
October 19, 2011

There was no attorney's report.

Attorney's Report

There was no old business.

Old Business

V.P. Little reviewed and requested approval of the
monthly financial report for October 2011, 2011-12
Capital Outlay Budget Amendment #1 and Change in
Special Fee for CJK0031 CMS First Aid.

Mr. Bradley moved, seconded by Mr. Beck, to approve

Approved Business

Business Affairs Items 1 – 3, with PAC-Smoking Area Canopy removed from 2011-12 Capital Outlay Budget Amendment #1 (a detailed listing is contained in the material submitted by the Office of the Vice President for Business Affairs). Motion carried (Leone, Beck, Bradley, Nelson, — Yes).

Affairs, Items 1 – 3, with PAC-Smoking Area Canopy removed from 2011-12 Capital Outlay Budget Amendment #1

Mr. Nelson moved, seconded by Mr. Beck, to approve Business Affairs Item PAC-Smoking Area Canopy (listed in Item #2) under 2011-12 Capital Outlay Budget Amendment #1 (a detailed listing is contained in the material submitted by the Office of the Vice President for Business Affairs). Motion carried (Leone, Beck, Nelson, — Yes; Bradley – No).

Approved Business Affairs Item PAC-Smoking Area Canopy (listed in Item #2) under 2011-12 Capital Outlay Budget Amendment #1

President Pickens reviewed and requested approval of personnel matters, revisions to the 2011-2012 Salary Schedule and approval of Student Services volunteer. President Pickens continued and reviewed the report on Continuing Workforce Education and Criminal Justice Contracts and stated that the report did not require action from the Board.

Mr. Beck moved, seconded by Mr. Nelson, to approve Personnel Matters Items 1 (I, II, III, and IV) - 5, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Administrative Affairs). Motion carried (Leone, Beck, Bradley, Nelson, — Yes).

Approved Personnel Matters, Items 1 – 5

E.V.P. Miller requested approval of amendment to SJR Rule 5.13(R1), Instructional Personnel Policies on Duties, Teaching Load, and Hours of Work.

Chairman Leone called a public hearing for consideration of amendment to SJR 5.13(R1), Instructional Personnel Policies on Duties, Teaching Load, and Hours of Work.

Public Hearing for consideration of amendment to SJR 5.13(R1)

There being no comments from those present, Chairman Leone adjourned the public hearing.

Mr. Beck moved, seconded by Mr. Nelson, to approve Facilities Item 3, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Leone, Beck, Bradley, Nelson, – Yes).

Approved Facilities, Item 3

E.V.P. Miller requested approval of annual revision to the Rules and Policies of the District Board of Trustees (pursuant to 120.74, F.S.).

Chairman Leone called a public hearing for consideration of annual revision to the Rules and Policies of the District Board of Trustees (pursuant to 120.74, F.S.).

Public Hearing for consideration of annual revision to the Rules and Policies of the District Board of Trustees

There being no comments from those present, Chairman Leone adjourned the public hearing.

Mr. Nelson moved, seconded by Mr. Beck, to approve Facilities Item 5, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Leone, Beck, Bradley, Nelson, – Yes).

Approved Facilities, Item 5

E.V.P. Miller continued and requested approval of Plans/Specifications for the Palatka Campus Bookstore Renovations, the St. Augustine Campus Bookstore Renovations and the Orange Park Campus Bookstore Renovations (plans/specifications available at Board meeting) as well as approval of the OPC Stormwater/Berm Project and Authorize Final Payment to V.J. Usina, Inc., contingent upon receipt of final closeout documents. E.V.P. Miller further continued and reviewed Additive Change Order #1 to Abba Construction, Inc., for the Orange Park Campus Structural Renovations to the Student Services Building and stated the report did not require action from the Board.

Mr. Bradley moved, seconded by Mr. Beck, to approve Facilities Items 6 – 9, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Leone, Beck, Bradley, Nelson, – Yes).

Approved Facilities Item 6 – 9

V.P. Brown reviewed and requested approval of First Coast Workforce Development, Inc., Contract for Services with St. Johns River State College: Work Ready Youth Grand-Funded Programming. V.P. Brown continued and reviewed for the Board an update regarding the St. Johns River State College Faculty Senate and stated the report did not require action from the Board.

Mr. Beck moved, seconded by Mr. Nelson, to approve Academic Affairs Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Academic Affairs). Motions carried (Leone, Beck, Bradley, Nelson, – Yes).

Approved Academic
Affairs, Item 1

V.P. Tingle reviewed and requested approval to renew the designation of and certify St. Johns River State College Foundation, Inc. as a direct support organization for the College, the 2010/2011 Foundation audit as well as approval to reaffirm the operational procedures which govern the operation of the direct support organization.

V.P. Tingle further continued and presented for Board of Trustee review the SJRCC Foundation, Inc. 2011-2012 Officers and Board of Directors, IRS application for Recognition and Exemption Form, Bylaws, Investment Policy, Operating Budgets and IRS Form 990 and stated the documents did not require action from the Board.

V.P. Tingle also recognized Susan Kessler to present Association of Florida Colleges (AFC) Marketing Awards received at the 2011 AFC Annual Convention.

Mr. Beck moved, seconded by Mr. Nelson, to approve Development and External Affairs Items 1-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Development and External Affairs). Motion carried (Leone, Beck, Bradley, Nelson, – Yes).

Approved
Development and
External Affairs, Items
1-3

V.P. Humerick reviewed and requested approval of ATE STEM Pathways to Justice Grant and ATE Advanced Cybersecurity Education Consortium Grant.

Mr. Nelson moved, seconded by Mr. Beck, to approve Research and Institutional Effectiveness Items 1 – 2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Research and Institutional Effectiveness). Motion carried (Leone, Beck, Bradley, Nelson, – Yes).

Approved Research
and Institutional
Effectiveness, Items 1
– 2

Chairman Leone thanked the College staff for their hard work and recognition at the AFC Annual Convention.

Trustees' Comments

Trustee Bradley encouraged the newly-formed Faculty Senate to come up with a position regarding smoking on College campuses.

President Pickens stated that the College would hold an orientation at 3:00 pm on January 18, 2012 immediately before the regularly scheduled Board meeting.

President's Report

President Pickens also announced that AFC is also preparing a Board training program at the next convention in October.

Trustee Nelson suggested that members view the "Sunshine Law" DVD in order to become familiar with the state's Sunshine Law.

President Pickens further updated the Board on the vacancies that remain.

There being no further business, Chairman Leone adjourned the meeting.

Adjournment