

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

April 15, 2020

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Ms. Jan Conrad – excused due to work obligations

OTHERS PRESENT:

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

Pursuant to the Governor’s Executive Order, the meeting was held virtually via Blue Jeans for Trustees and live streamed via [youtube.com/sjrstate](https://www.youtube.com/sjrstate) for Public. (File saved at link: <https://www.youtube.com/watch?v=1cww7U9p-d0>.)

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the March 11, 2020 Board Meeting. Mr. Crum moved approval of the minutes and Ms. Dougher seconded the motion. Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Minutes of  
March 11, 2020 Board  
Meeting

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

Public Comment

There was no old business.

Old Business

SVP Melissa Miller reviewed and requested approval to accept Renovation to Building D Project (Existing D – Classroom Building Renovation), Orange Park Campus, and Authorize Final Payment to F & G Construction and approve BID-SJR-05-2019 for the Addition/Renovation to Building V (Viking Center), St. Augustine Campus. Bid opening on April 9, 2020.

Mr. Keith moved, seconded by Mr. Crum, to approve Senior Vice President Items 1-2, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried

Approved Senior Vice  
President Items 1-2

via roll call vote (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

SVP Melissa Miller reviewed for information only the Continuity of Operations Plan (COOP); Additive Change Order #007-BB1 for Renovation with Addition to Building D and Renovation of Building V, Orange Park Campus to F & G Construction General Contractors; and Facilities Usage for March 2020.

Senior Vice President  
Items 3-5

Dr. Powers reviewed and requested approval of the Presidential Evaluation.

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

Approved Finance  
and Administration  
Item 1

Dr. Powers reviewed and requested approval of the Monthly Financial Report – March 2020; Budget Amendments for FY 2019-2020 - Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund 7; and Personnel Matters.

Mr. Crum moved, seconded by Mr. Keith, to approve Finance and Administration Items 2-4, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Finance and Administration). Motion carried via roll call vote (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance  
and Administration  
Items 2-4

Dr. Gilbert Evans reviewed and requested approval of New Procedure #7.4 Student Leaves of Absence.

Mr. Reid moved, seconded by Mr. Davis, to approve Student Affairs Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Student Affairs). Motion carried via roll call vote (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Student  
Affairs Item 1

President Pickens stated it has been extraordinary how the College Team has come together, beginning prior to spring break, in response to COVID-19. Departmental updates on Coronavirus responses were then presented by each Vice President.

Departmental  
Updates on  
Coronavirus  
Response

Clay Moore reported on behalf of the Faculty Senate. He discussed the challenges of moving to all online

Faculty Senate Report

instruction and stated that Faculty have been working hard. He shared that many of his students are still working in addition to continuing classes online. He referred to information he sent via email to Trustees regarding the topic where the College ranks in the State as far as salaries go, which is a major concern to Faculty. Chairman Garrison expressed appreciation to the Faculty for their dedication to their students.

President Pickens expressed appreciation to the Vice Presidents for the incredible work that they have done. Trustee Dougher stated during these unprecedented times, it has been incredible what President Pickens and everyone has done. She said we need to shout from the rooftops what everyone has accomplished! President Pickens stated this sentiment is on the minds of the Executive Management Team. He will begin conversation with the Chairman on what is appropriate to do for employees to make them aware of how much they are appreciated.

Trustee comments were made.

Trustee Crum asked if the College needs any additional resources. President Pickens stated 50 laptops were ordered so employees can carry out their responsibilities from home. Discussion followed about online learning.

Chairman Garrison discussed SJR State needs to continue to find ways to meet students' needs and to be innovative and creative to meet workforce needs. The focus of the institution is on the students. He stated whatever it takes to meet the needs, the College needs to be uncompromising in that objective.

Chairperson Garrison adjourned the meeting at 3:20 p.m.

President's Report

Trustee Comments

Adjournment