

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

January 16, 2019

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson  
Mr. Wendell Davis, Vice-Chairperson  
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

The meeting was held in the Thrasher-Horne Center,  
Suites C & D, Orange Park Campus.

Chairperson Garrison called the meeting to order.  
Vice-Chairman Davis noted that St. Johns River State  
College received an award for contributions to the  
School District at the Clay County "State of the District"  
event last night. Dr. Ed Jordan spoke in regards to the  
award.

Mr. Garrison explained, on behalf of the three new  
Board members, how Board Meetings are run.

Chairperson Garrison asked for corrections or additions  
to the minutes of the December 5, 2018 Meeting. Mr.  
Davis moved approval of the minutes and Mr. Keith  
seconded the motion. Motion carried (Crum, Davis,  
Dougher, Garrison, Keith, Reid— Yes).

Approved Minutes of  
December 5, 2018  
Meeting

There were no public comments.

Public Comment

Board Attorney Ron Brown presented information on  
the Sunshine Law, Public Records, and the Role of the  
Trustee – Policy Maker versus Administrative.

Attorney's Report -  
Item from Board  
Workshop

There was no old business.

Old Business

Chairperson Garrison called a public hearing for  
Amendment to 3.24 (R1) Staff and Program  
Development. There being no comments from those  
present, Chairperson Garrison adjourned the public  
hearing.

Public Hearing

SVP Melissa Miller reviewed and requested approval of Amendment to SJR Board Rule 3.24 (R1) Staff and Program Development.

Mr. Davis moved, seconded by Mr. Reid, to approve Senior Vice President Item 2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid— Yes).

Senior Vice President  
Item 2

Chairperson Garrison called a public hearing for Amendment to SJR Board Rule 4.12 (R1) Solicitation and Advertising Materials. There being no comments from those present, Chairperson Garrison adjourned the public hearing.

Public Hearing

SVP Melissa Miller reviewed and requested approval of Amendment to SJR Board Rule 4.12 (R1) Solicitation and Advertising Materials.

Mr. Davis moved, seconded by Mr. Crum, to approve Senior Vice President Item 4, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid— Yes).

Approved Senior Vice  
President Item 4

Chairperson Garrison called a public hearing for Amendment to SJR Board Rule 6.03 (R4) Standards of Conduct. There being no comments from those present, Chairperson Garrison adjourned the public hearing.

Public Hearing

SVP Melissa Miller reviewed and requested approval of Amendment to SJR Board Rule 6.03 (R4) Standards of Conduct. Mr. Reid noted a typo revision.

Mr. Davis moved, seconded by Ms. Dougher, to approve Senior Vice President Item 6, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid— Yes).

Approved Senior Vice  
President Item 6

Chairperson Garrison called a public hearing for New SJR Board Rule 3.39 Free Expression. There being no comments from those present, Chairperson Garrison adjourned the public hearing.

Public Hearing

SVP Melissa Miller reviewed and requested approval of New SJR Board Rule 3.39 Free Expression. Discussion followed regarding the cost of implementing this new rule.

Mr. Keith moved, seconded by Ms. Dougher, to approve Senior Vice President Item 8, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid— Yes).

Approved Senior Vice  
President Item 8

SVP Miller reviewed for information only Facilities Usage for December 2018.

Dr. Lynn Powers, reviewed and requested approval of the Monthly Financial Report – December 2018, Budget Amendments for FY 2018-2019 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund 7), Write-Off of Tangible Personal Property, and Personnel Matters.

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

Approved Finance  
and Administration  
Items 1 – 4

Dr. Powers discussed for information only the award of RFP SJR-14-2018, Staff Classification and Compensation Study.

Finance and  
Administration Item 5

As a follow-up from the Board Workshop held immediately prior to the regular Meeting, Dr. Powers overviewed the budget process. President Pickens spoke about performance funding.

Item from Board  
Workshop

Dr. Melanie Brown invited Board Members to attend the St. Johns River State College Professional Development Institute on Thursday, January 31, to be held at the Palatka Campus. She gave an overview of the agenda and activities. President Pickens spoke about the day also.

Academic Affairs Item  
1

Dr. Brown referred Board members to the handout in her packet for the Workshop regarding the 400 Years of African American History stemming from Resolution. She overviewed the categories of activities.

Dr. Anna Lebesch reviewed and requested approval to approve new CWE Courses: CWE-Production Tech Boot Camp-Adult and CWE-Production Tech Boot Camp-High School.

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

Approved Workforce  
Development Item 1

Dr. Lebesch reviewed for information only the SJR State and Fleet Readiness Partnership.

Workforce  
Development Item 2

Dr. Aaron Knowles reported for the Faculty Senate.

Faculty Report

Dr. Knowles then gave an update on the status of the Putnam County Quality of Life Report. President Pickens spoke about the roll out of the report. He noted the Speaker Series will be held the evening of January 31.

President Pickens commended Dr. Knowles on receiving recognition from the Phi Theta Kappa Honor Society on completing the Five Star Advisor Plan.

President Pickens told the Trustees to feel free to contact Dr. Powers directly with any questions during the budget process.

President's Report

President Pickens informed the Trustees to save the date for the AFC Trustee Legislative Conference on March 13-14 in Tallahassee. He gave a brief overview of the anticipated agenda for the two days training/meeting.

Trustee comments were made.

Trustee Comments

Mr. Davis moved to adjourn and Mr. Keith seconded the motion. Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid— Yes) and Chairperson Garrison adjourned the meeting at 4:45 p.m.

Adjournment