

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

January 22, 2020

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Mr. Jim Reid - excused

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, at the Orange Park Campus.

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the November 20, 2019 Board Meeting. Mr. Davis moved approval of the minutes and Ms. Dougher seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith - Yes).

Approved Minutes of  
November 20, 2019  
Board Meeting

Matt McAllister and Bruce Fox made public comments.

Public Comment

Ron Brown presented the Attorney's Report.

Attorney's Report

There was no old business.

Old Business

Chairperson Garrison called a public hearing for approval to amend Board Rule SJR 7.22 (R11) Limited Access Programs. There being no comments from those present, Chairperson Garrison adjourned the public hearing.

SVP Melissa Miller reviewed and requested approval of an Amendment to SJR 7.22 (R11) Limited Access Programs.

Ms. Dougher moved, seconded by Mr. Keith, to approve Senior Vice President Item 2, 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 - Yes).

Approved Senior Vice  
President Item 2

SVP Melissa Miller reviewed and requested approval of the Annual Comprehensive Safety Inspection Report for 2019-20.

Mr. Davis moved, seconded by Ms. Dougher, to approve Senior Vice President Item 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 - Yes).

Approved Senior Vice President Item 3

SVP Miller reviewed for information only Additive Change Orders #003-BA1 and #006-BB1 for Renovation with Addition to Building D and Renovation of Building V, Orange Park Campus; Renovation with Addition to Building V, St. Augustine Campus; and Facilities Usage for December 2019.

Senior Vice President Items 4-7

Dr. Powers reviewed and requested approval of the Monthly Financial Report – December 2019, Budget Amendments for FY 2019-20 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Capital Outlay/Plant Fund 7), Write-Off of Tangible Personal Property, and Personnel Matters.

Mr. Crum moved, seconded by Ms. Dougher, 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 (Conrad, Crum, Davis, Dougher, Garrison, Keith - Yes).

Approved Finance and Administration Items 1-4

Dr. Powers reviewed for information only an update on Health Savings Account.

Dr. Melanie Brown reviewed and requested approval of the Republic of Ireland Study Abroad Proposal May 18-May 29, 2020 submitted by Professors Paul Andrews and Summer Garrett.

Mr. Davis moved, seconded by Mr. Keith, 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). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith - Yes).

Approved Academic Affairs Item 1

Dr. Brown reviewed for information only the Vikings Spring into Service event held on January 17<sup>th</sup>. She informed the Board that Dr. Melissa Perry and Dr. Christina Will were named Florida Pathways Institute Navigators by the Florida College System.

Academic Affairs Items 2-3

Dr. Ros Humerick reviewed and requested approval of the Northeast Florida Library Information (NEFLIN) Grant – Creative Content Center.

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

Approved  
Assessment,  
Research, and  
Technology Item 1

Dr. Humerick informed the Board of a letter received from SACSCOC accepting the impact report for the quality enhancement plan for improving intermediate algebra. She acknowledged the instructors who worked on this project.

Dr. Humerick introduced Dr. David Campbell, new Vice President for Workforce Development/CTE, who started last week.

Chairperson Garrison called a public hearing for approval on Changes to Admission Criteria for Fleet Readiness Center Southeast Apprenticeship, Health Information Technology, Nursing Assistant, and Practical Nursing Programs. There being no comments from those present, Chairperson Garrison adjourned the public hearing.

Dr. Ros Humerick reviewed and requested approval of Changes to Admission Criteria for Fleet Readiness Center Southeast Apprenticeship, Health Information Technology, Nursing Assistant, and Practical Nursing Programs.

Mr. Davis moved, seconded by Mr. Keith, to approve Workforce Development Item 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 - Yes).

Approved Workforce  
Development Item 2

Dr. Aaron Knowles reported on behalf of the Faculty Senate. The synchronous classrooms are receiving great feedback from the students.

Faculty Senate Report

President Pickens gave an update on his and Bobby Crum's trip to Tallahassee last week.

President's Report

President Pickens informed the Trustees that he is Chair of the COP Policy & Advocacy Committee this fiscal year. Therefore, next fiscal year he will be the Chair of the Council of Presidents.

President Pickens stated the February Board Meeting conflicts with the Council of Presidents Meeting and Clay County Day in Tallahassee. He proposed that the February meeting be cancelled. The Board agreed.

Trustee comments were made.

Trustee Comments

Chairman Garrison expressed appreciation for the new sign on the Orange Park Campus.

Chairman Garrison gave an update on the meeting held with the Clay County Judge to discuss the College becoming involved with the specialty courts in Clay County.

Chairperson Garrison adjourned the meeting at 2:55 p.m.

Adjournment