

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES MEETING MINUTES
April 15, 2026

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Wendell Davis
Mr. Jud Sapp
Ms. Chereese Stewart

MEMBERS ABSENT:

Mr. Nick Primrose, Vice Chair (excused)
Mr. Cyrus Zomorodian (excused)

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Jeremiah Blocker, J.D., Board Attorney

I. Meeting Call to Order:

Chairperson Komando called the meeting to order at 2:00 pm.

II. Public Comment:

The floor was open to Public Comments. Hearing none, the floor was closed to Public Comments.

III. Old Business:

There was no Old Business.

IV. Consent Agenda Items:

Chairperson Komando requested approval of the Consent Agenda Items IV.A-D:

- A. 1. Minutes of February 18, 2026, Board Meeting
- B. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown: 1. Personnel Matters
- C. Vice President for Finance/CFO – Randy Peterson: 1. Monthly Financial Report – March 2026; 2. Budget Amendments – a. Operating Fund 1, b. Restricted Fund 2, c. Auxiliary Fund 3, and d. Capital Outlay/Plant Fund 7; 3. Facilities Usage Report – March 2026; and 4. Write-Offs of Tangible Personal Property.
- D. Vice President for Academic & Student Affairs – Dr. Ed Jordan: 1. 2026-2027 Early College Articulation Agreement Between the District Board of Trustees of St. Johns River State College and the District School Board of St. Johns County

Mr. Davis moved approval of Consent Agenda Items IV.A-D. Ms. Stewart seconded the motion. Motion carried (Davis, Komando, Sapp, Stewart – Yes).

V. New Business:

A. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown – Action and Informational Agenda Items (*If you have any questions, please call Dr. Brown’s direct #386-312-4202.*)

1. Chief Operating Officer – Dr. Melanie Brown

a. Dr. Melanie Brown reviewed for information only SJR State Website Accessibility Compliance Review. She explained that AVP Sjogren’s team has re-designed the website to be in compliance with accessibility guidelines by April 30. Everything on the website, including all documents posted, must be in compliance for people with visual impairments. Dr. Will and her team have been providing training to those who work on preparing board meeting materials.

b. Dr. Brown reviewed for information only that, after advertising, the following SJR State Board Rules will be brought to the May 2026 Board of Trustees meeting for approval:

- Amendment to Rule 1.10 Board Minutes and Actions
- Amendment to Rule 1.34 The College Catalog
- Amendment to Rule 2.15 Contracting for Architectural and Other Professional Services
- Repeal Rule 3.03 Recognition of Meritorious Service
- Amendment to Rule 3.04(C) Administration of the Dr. Philip Benjamin Matching Grant Program
- Amendment to Rule 3.07 Guidelines for Acceptable Computer Lab and Internet Use
- Amendment to Rule 3.08 Website Policy
- Amendment to Rule 3.20 Security and Crime Statistics
- Amendment to Rule 3.21 Emergencies—Illness or Injury of Faculty, Staff, Students, or Visitors
- Amendment to Rule 3.22 Hurricanes and Other Disasters and Disaster Preparedness
- Amendment to Rule 3.26 Volunteers
- Amendment to Rule 3.36 Sexual Misconduct Policy
- Amendment to Rule 4.16 Institutional Membership
- Amendment to Rule 4.39 Bid Protests
- Amendment to Rule 5.02 Terminal Pay
- Amendment to Rule 5.06 Misuse of College Technology and Communication Resources
- Amendment to Rule 5.07 Deferred Retirement Option Program (DROP)
- Amendment to Rule 5.15 Keys
- Amendment to Rule 5.29 SJR Campus Security Officers/Duties
- Amendment to Rule 5.37 Code of Ethics and Principles of Professional Conduct

- Repeal Rule 5.49 COVID-19 Leave Policy
- Amendment to Rule 6.01 Control and Discipline of Students
- Amendment to Rule 6.18 Student Directory Information and Student Opt-Out Provisions Policy
- Amendment to Rule 7.10 Satisfactory Academic Progress Policy for Students Receiving Federal Financial Aid and Florida Student Assistance Grant

She noted that the new template of the document will also be accessible.

2. Facilities – AVP of Facilities, Planning, and Capital Projects - Terry Thomas
 - a. On behalf of Ms. Thomas who was attending the annual capital improvement plan workshop, Dr. Brown reviewed and requested approval of the Florida School of the Arts Scherer Construction Contract Change Order #002. She noted it is a deductive change order.

Ms. Stewart moved, seconded by Mr. Davis, to approve Chief Operating Officer Items V.A.2.a (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

Dr. Brown informed the Trustees that the annual series of Open Houses was recently held at each of the three campuses. There were almost six hundred attendees, including 250 prospective students. She expressed appreciation to Susan Kessler and the many people who worked on this initiative.

Dr. Brown also noted that an update will be presented to the Board in the fall on how enrollment has been impacted by the new CRM. President Pickens noted that SJR State’s enrollment has increased by 10% each of the last three years. Chair Komando stated that the College needs to promote the affordability also.

B. Vice President for Finance/CFO – VP Randy Peterson – Action Agenda Items *(If you have any questions, please call VP Peterson’s direct #386-312-4022.)*

1. VP/CFO Peterson reviewed and requested approval of a Transfer from Auxiliary Reserves to Unrestricted Fund 1 for purchase of cameras and accessories for Student Housing parking lots. He noted that a Memorandum of Understanding has been executed with Viking Art regarding this. President Pickens informed the Board that they communicated with the auditors in advance.

Mr. Davis moved, seconded by Mr. Sapp, to approve Vice President for Finance/CFO Item V.B.1 (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

VP Peterson then gave an update for the Board’s information regarding the RFP’s for Disaster Recovery Services including debris monitoring, debris removal, and disaster

recovery and remediation services. Chair Komando requested that VP Peterson update Trustee Primrose also.

VP Peterson noted that the Budget Workshop is scheduled to begin at 1:00 pm, prior to the May 13 Board meeting. As of yet, the State does not have a budget. It is anticipated that the proposal brought to the Board will probably be a flat budget with no proposed raises and no proposed new positions.

C. Vice President for Academic & Student Affairs – Dr. Ed Jordan – Action Agenda Items
(If you have any questions, please call Dr. Jordan's direct #386-312-4151.)

Dr. Ed Jordan welcomed Dr. Jay Paterson who presented the proposed admission criteria changes:

1. Chairperson Komando called a public hearing on Change to Admission Criteria for Nursing: RN to BSN. There being no comments, Chairperson Komando adjourned the public hearing.
2. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Nursing: RN to BSN.

Mr. Davis moved, seconded by Ms. Stewart, to approve Vice President for Academic & Student Affairs Item V.C.2 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

3. Chairperson Komando called a public hearing on Change to Admission Criteria for Nursing A.S. Degree. There being no comments, Chairperson Komando adjourned the public hearing.
4. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Nursing A.S. Degree.

Ms. Stewart moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.4 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

5. Chairperson Komando called a public hearing on Change to Admission Criteria for Nursing: LPN Bridge A.S. Degree. There being no comments, Chairperson Komando adjourned the public hearing.
6. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Nursing: LPN Bridge A.S. Degree.

Mr. Davis moved, seconded by Mr. Sapp, to approve Vice President for Academic & Student Affairs Item V.C.6 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

7. Chairperson Komando called a public hearing on Change to Admission Criteria for Diagnostic Medical Sonography A.S. Degree.
8. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Diagnostic Medical Sonography A.S. Degree.

Ms. Stewart moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.8 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

9. Chairperson Komando called a public hearing on Change to Admission Criteria for Health Information Technology A.S. Degree.
10. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Health Information Technology A.S. Degree.

Mr. Sapp moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.10 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

11. Chairperson Komando called a public hearing on Change to Admission Criteria for Radiologic Technology A.S. Degree.
12. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Radiologic Technology A.S. Degree.

Mr. Davis moved, seconded by Mr. Sapp, to approve Vice President for Academic & Student Affairs Item V.C.12 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

13. Chairperson Komando called a public hearing on Change to Admission Criteria for Respiratory Care A.S. Degree.
14. Dr. Paterson reviewed and requested approval for a Change to Admission Criteria for Respiratory Care A.S. Degree.

Ms. Stewart moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.14 (a detailed listing is contained in the material submitted by the Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Sapp, Stewart – Yes).

VI. President's Report:

President Pickens presented Trustees Rich Komando and Jud Sapp with 5-year service pins and thanked them for their service to the Board.

President Pickens stated that in regards to the FY 26-27 Budget, a special Board meeting may need to be scheduled in late June. He noted there is also the option to pass a flat budget in June and an amended budget in August.

President Pickens reminded the Trustees that Graduation will be held on Friday, May 1. There will not be a commencement speaker as there are two ceremonies, the first beginning at 10:00 am and the second beginning at 1:30 pm.

President Pickens informed the Board that a Collective Bargaining Agreement meeting will be held on Thursday, April 23 with the union to bargain the non-wages article. An Executive Session may be needed immediately following the May 13 Board Meeting.

President Pickens explained that the May Board Meeting is scheduled on the second Wednesday because the Softball world series is the following week. He expects the Beach Volleyball team to compete in the national tournament on May 1 in Huntsville, Alabama. He also expects the Softball team to make the national tournament even though it may be an at-large spot. He stated that the Baseball team has an uphill climb to make the national tournament.

President Pickens noted the handout from AVP Michelle Sjogren titled, "The Economic Value of St. Johns River State College." This is the College's reported economic impact within our region and the information will be promoted via a social media campaign.

President Pickens informed the Board that the COP Council of Trustees virtual meeting is scheduled on Monday, April 20 at 4:00 pm. Chair Komando noted that he plans to attend.

President Pickens stated that he and Carole are going to Washington, DC. He will be meeting with Congress members on Thursday and Friday.

President Pickens stated that he is on the evaluation committee Clay County has formed for their P3 RFP. Projects include the Clay County law enforcement complex and others. The College is considering moving the Criminal Justice and other public safety programs to Clay County and co-locate adjacent to the new Sheriffs complex.

President Pickens stated that Coach Ross Jones was recognized this past weekend. He has now surpassed Coach John Tindall for the most baseball team wins in Viking history.

VII. Trustees' Comments:

A. Discussion and Action to Approve Results of the Board Self-Evaluation

Chair Komando led the discussion on the results of the Board Self-Evaluation. He recommended approval.

Ms. Stewart moved, seconded by Mr. Davis, to approve the Results of the Board Self-Evaluation, as submitted. Motion carried (Davis, Komando, Sapp, Stewart – Yes).

B. Action to Set Date, Time, and Place of Board Meetings

Chairperson Komando referred Trustees to the proposed 2026-2027 District Board of Trustees Meeting schedule.

Mr. Davis moved, seconded by Mr. Sapp, to set the Date, Time, and Place for fiscal year 2026–2027 District Board of Trustees meetings as follows:

- July 2026 - No Meeting
- August 26, 2026–Orange Park Campus, Thrasher-Horne Center, Suites C & D
- September 16, 2026 - Palatka Campus
- October 28, 2026 - St. Augustine Campus, Viking Center, Room V-112
- November 2026 – No Meeting
- December 2, 2026 - Palatka Campus
- January 20, 2027 - St. Augustine Campus, Viking Center, Room V-112
- February 17, 2027 - Orange Park Campus, Thrasher-Horne Center, Suites C & D
- March 10, 2027 - Palatka Campus
- April 21, 2027 - St. Augustine Campus, Viking Center, Room V-112
- May 19, 2027 - Palatka Campus
- June 16, 2027 - Orange Park Campus, Thrasher-Horne Center, Suites C & D

All meetings will begin at 2:00 pm, except for the September 16 meeting which will begin at 1:00 pm.

Motion carried (Davis, Komando, Sapp, Stewart – Yes).

Trustee comments were made.

VIII. Adjournment

Chairperson Komando adjourned the meeting at 2:49 p.m.

President Pickens wanted it noted in the minutes that both he and Trustee Davis were in attendance and yet the meeting still finished in 49 minutes!