

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD WORKSHOP
NEW TRUSTEES ORIENTATION

January 22, 2025

MEMBERS PRESENT:

Mr. Rich Komando, Chairman
Mr. Nick Primrose
Ms. Chereese Stewart
Mr. Cyrus Zomorodian

OTHERS PRESENT:

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

The workshop was held at the St. Augustine Campus in the Viking Center Multipurpose Room V-112. Chairman Komando called the workshop to order at 2:05 p.m. He and President Joe Pickens welcomed the new Trustees and introductions were made.

President Pickens discussed the role of the Trustee, referencing the following documents:

- AFC (Association of Florida Colleges) Trustee Commission Update: Overview of the Florida College System and Board Governance and Legal Considerations
- District Board of Trustees Handbook Updated January 2025
- Open Government Overview: Sunshine Law and Public Records Law
- Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees 2024

Next, President Pickens referred the Trustees to the Board Meeting schedule. He explained that Board workshops are scheduled in the spring for the annual budget and as needed for Collective Bargaining. He noted the dates for a tour of each campus.

President Pickens concluded his portion of the agenda by referring the Trustees to the SJR State College organizational chart and a list of contact information.

Senior Vice President/Chief Operating Officer Dr. Melanie Brown informed the Trustees about the *SJR State District Board of Trustees Policy Manual* and the *Operating Guidelines and Procedures Manual* and the requirement for the Trustees to annually approve the Board Policy Manual.

Dr. Brown explained about the President's Leadership Cabinet and the Instructional Planning Committee. She then overviewed the organizational chart for her departments. Next, she highlighted information for each of the following departments: Facilities, Human Resources, Information Technology (IT), Institutional Advancement & Strategic Communications, and Thrasher-Horne Center. She introduced the leadership for each department: Terry Thomas, AVP Facilities, Planning, & Capital Projects; Chuck Romer, Chief Human Resources Officer; Richard Anderson, Chief Information Officer; Michelle Sjogren, AVP Institutional Advancement & Strategic Communication; and she noted that Bob Olson is the Thrasher-Horne Center Executive Director.

Vice President for Academic and Student Affairs/Chief Academic Officer Dr. Edward Jordan introduced his leadership team: Mike Keller, AVP Academic Affairs; Jack Hall, AVP Student Affairs; and Dr. Jay Paterson, AVP Workforce Education.

Dr. Jordan gave an overview on the Division of Academic & Student Affairs, including contact information for Academic Affairs, Workforce Development, and Student Affairs. He highlighted Florida School of the Arts, Library & Tutoring Resources, as well as Dual Enrollment, Early Admission, and the Early College Program.

The New Employees Orientation Workshop concluded at 2:55 pm since the regular Board Meeting was scheduled to begin at 3:00 pm.