

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

January 22, 2025

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Nick Primrose
Mr. Jud Sapp
Ms. Chereese Stewart
Mr. Cyrus Zomorodian

MEMBERS ABSENT:

Mr. Wendell Davis (excused)

OTHERS PRESENT:

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

Chairperson Komando called the meeting to order at 3:00 pm. He expressed appreciation to Trustee Jim Reid for his service to the Board. He welcomed new Trustees Nick Primrose, Chereese Stewart, and Cyrus Zomorodian.

Meeting Call to Order

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

Public Comment

There was no Old Business.

Old Business

The New Trustees Orientation workshop continued. Vice President/Chief Institutional Research Officer Dr. Rosalind (Ros) Humerick introduced Dr. Ellen Burns, AVP for Assessment, Research, and Grants, and Dr. Christina Will, AVP for Learning Culture and Innovation. She overviewed the contact information for her department. She overviewed accreditation/SACSCOC and highlighted the Principles of Accreditation.

New Trustees
Orientation Workshop
continued

Next, Dr. Humerick explained the Board Self-Evaluation instrument that is required annually. She referred the Trustees to the SJR State Mission, Vision, Values and Goals, the 2022-2027 Strategic Plan, and the 2024 Fact Book and Facts at a Glance.

Vice President/Chief Financial Officer Randy Peterson introduced Logan Becker, Controller. He gave an overview of Ms. Becker's responsibilities and contact information for the Business Office. He discussed the fund accounting structure and gave a brief Financial History. He discussed the Operating Revenue and

Expenses by Type, Operating Fund Reserves, and the Board Designated Reserves for 2023-24. Mr. Peterson then referred the Trustees to the current financial report. He gave an overview of the budget process. He discussed the financial audit and subsequent report.

Mr. Peterson next introduced Shelly Averett, Director of Bookstores & Mail Operations and discussed the Bookstores. He introduced Shelly Vongchanta, Director of Purchasing & Auxiliary Services, and overviewed the Purchasing Department.

Mr. Peterson introduced Brian Keith, Director of Safety & Security, and discussed safety and security. He referred the Trustees to the Annual Security Report.

Chairman Komando opened the floor for nominations for Vice-Chairperson of the Board for the remainder of 2024-2025.

Ms. Stewart nominated Mr. Davis to serve as Vice-Chairperson and Mr. Sapp seconded the nomination. There were no other nominations. Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Appointment of Board Chair Remainder of 2024-2025

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

Consent Agenda Items

A.1 - Minutes of November 20, 2024, Board Meeting

B.1 - Chief Operating Officer – Dr. Melanie Brown: Personnel Matters

C.1-4 - Vice President for Finance/CFO – Randy Peterson: Facilities Usage Report for November & December 2024; Write-Offs of Tangible Personal Property; Budget Amendments (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Capital Outlay/Plant Fund 7); and Monthly Financial Report – December 2024

D.1-2 - Vice President for Academic & Student Affairs – Dr. Ed Jordan: 2025-2026 Early College Articulation Agreements between the District Board of Trustees of St. Johns River State College and District School Boards of Clay, St. Johns, and Putnam Counties and New Continuing Workforce Education Course CWL ##### - Understanding and Investigating Terrorism.

Mr. Primrose noted a correction to item V.D.2. This item was pulled to be voted on separately.

Mr. Primrose moved approval of Consent Agenda Item V.D.2 with the correction. Mr. Sapp seconded the motion. Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Consent
Agenda Item V.D.2

Mr. Primrose moved approval of Consent Agenda Items V.A-D.1. Mr. Sapp seconded the motion. Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Consent
Agenda Items V.A-D.1

Chairperson Komando called a public hearing for New SJR State Board Rule 3.04(D) Naming Policy. There being no comments, Chairperson Komando adjourned the public hearing.

Public Hearing

Dr. Melanie Brown reviewed and requested approval of New SJR State Board Rule 3.04(D) Naming Policy. Mr. Primrose asked for clarification. Following discussion, the rule will be amended to add “in compliance with Florida Statute.”

Ms. Stewart moved approval with the amendment, and it was seconded by Mr. Primrose, to approve Chief Operating Officer Item VI.A.1.b as amended (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.1.b as amended

Chairperson Komando called a public hearing for Amendment to SJR State Board Rule 6.07 (R2) Student Organizations and Clubs. There being no comments, Chairperson Komando adjourned the public hearing.

Public Hearing

Dr. Melanie Brown reviewed and requested approval of Amendment to SJR State Board Rule 6.07 (R2) Student Organizations and Clubs.

Mr. Primrose moved, seconded by Ms. Stewart, to approve Chief Operating Officer Item VI.A.1.d as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.1.d

Dr. Brown updated the Board on the approval by the State Board of Education of two (2) new Bachelor's degrees - Bachelor of Science in Biological Sciences and Bachelor of Science in Social and Human Services.

Dr. Brown noted that this Friday Vikings Days of Service will be held. There are twenty-five (25) service projects across the three (3) service counties, many of which are a partnership with community agencies. Over 200 volunteers are registered.

Dr. Brown informed the Trustees that the annual Professional Development Institute for all college employees is scheduled on Friday, February 7. Trustees are invited.

AVP Terry Thomas reviewed and requested approval to Award RFQ-SJR-07-2024 for New Prequalified Contractor Status.

Mr. Sapp moved, seconded by Mr. Zomorodian, to approve Chief Operating Officer Item VI.A.2.a as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.2.a

Ms. Thomas reviewed and requested approval to Award RFQ-SJR-08-2024 for Renewal of Prequalified Contractor Status.

Mr. Sapp moved, seconded by Mr. Primrose, to approve Chief Operating Officer Item VI.A.2.b as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.2.b

Dr. Ros Humerick began by reviewing for information only: Strategic Plan Scorecards; Strategic Plan Performance Measures: 2023-2024 Updates; and Supplemental Data 2023-2024 Update.

VP/Chief Institutional
Research Officer Item
VI.B.3

Dr. Humerick then reviewed and requested approval to Reaffirm the College Mission, Vision and Values for the 2022-2027 Strategic Plan.

Mr. Sapp moved, seconded by Mr. Primrose, to approve VP/Chief Institutional Research Officer Item VI.B.1 as submitted (a detailed listing is contained in

Approved VP/Chief
Institutional Research
Officer Item VI.B.1

the material submitted by the Office of VP/Chief Institutional Research Officer). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Dr. Ros Humerick reviewed and requested approval to Reaffirm the College Goals and Objectives for the 2022-2027 Strategic Plan.

Mr. Primrose moved, seconded by Mr. Sapp, to approve VP/Chief Institutional Research Officer Item VI.B.2 as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Institutional Research Officer). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief Institutional Research Officer Item VI.B.2

Dr. Ros Humerick reviewed for information only Board Self-Evaluation Procedures. She will email the survey on Monday. The members of the President’s Cabinet will also complete the survey.

VP/Chief Institutional Research Officer Item VI.B.4

Dr. Ros Humerick reviewed for information only an update on Changing Institutional Accreditors. She noted that the Research and I/E staff have been researching the three potential accreditors. She will present the findings and request approval at the February Board meeting. She will also request approval of a letter to the US DOE as part of the process.

VP/Chief Institutional Research Officer Item VI.B.5

President Pickens reviewed and requested approval to cancel the Board of Trustees Meeting scheduled on Wednesday, March 12, 2025.

Mr. Sapp moved, seconded by Ms. Stewart, to approve President’s Report Item VII.A as submitted (a detailed listing is contained in the material submitted by the Office of the President). Motion carried (Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved President’s Report Item VII.A

President Pickens informed the Trustees of a Legislative Reception being held at the Governor’s Club in Tallahassee on February 3. He asked that if anyone has an interest in attending to let him or Susan Sutliff know as soon as possible.

President’s Report continued

President Pickens stated that the Professional Development Institute and graduation are the two (2) most uplifting occurrences each year.

President Pickens explained for the benefit of the new Trustees that there are two (2) organizations that evaluate the College as an institution – SACSCOC, the accrediting agency to which Dr. Humerick referred, and the Aspen Institute. The Aspen Institute conducts a rigorous examination every other year of the 1500 community colleges in the nation. SJR State is perennially on the list as one of the Top 150.

President Pickens gave an update on athletics. The baseball team begins the season ranked #3 nationally and last year had an average GPA of 3.29. The softball team is the defending NJCAA Division II World Series champions and begins the season ranked #1 nationally. Their average GPA was 3.67. The volleyball team is in transition with a new head and assistant coach beginning soon. Their average GPA was 3.11.

Trustee comments were made.

Trustee Comments

Chairperson Komando adjourned the meeting at 4:25 p.m.

Adjournment