

Florida State College at Jacksonville
District Board of Trustees
Minutes of the August 10, 2021, Regular Meeting
Advanced Technology Center, Rooms T-140 & 141, 1 p.m.

PRESENT:

Thomas R. McGehee, Jr., Chair
Michael M. Bell, Vice Chair, Nassau County
O. Wayne Young, Vice Chair, Duval County
Jennifer D. Brown
Shantel N. Davis
Laura M. DiBella
D. Hunt Hawkins
Roderick D. Odom
Andrew B. Shaw

ABSENT:

None

CALL TO ORDER:

Chair McGehee called the meeting to order at 1:10 p.m. and welcomed those in attendance. He shared information relating to newly appointed Florida State College at Jacksonville (FSCJ) District Board of Trustees (DBOT) member Dr. Andrew Shaw, noting he succeeds Thomas Majdanics and his appointment is subject to confirmation by the Florida Senate. The Board welcomed Trustee Shaw.

Prior to getting the meeting underway, Chair McGehee shared the following information with the Board and meeting attendees:

He noted that throughout the pandemic the College had regularly updated their mask wearing guidance to follow The Centers for Disease Control and Prevention (CDC) guidelines as to COVID-19 and now the new Delta variant.

Accordingly, FSCJ strongly recommends mask wearing while on campus, for all individuals regardless of vaccination status, especially indoors where social distancing cannot be maintained. Chair McGehee noted that the guidelines for social distancing had been adhered to for today's Board meeting. Therefore, Trustees may remove their masks, if they so desire.

PLEDGE:

Chair McGehee led the Pledge of Allegiance.

COMMENTS BY THE
 PUBLIC:

Chair McGehee opened the public comments segment of the meeting wherein members of the public were invited to make comments on matters before the Board's consideration.

Chair McGehee advised the Board that no member of the public had requested to speak. He asked if there were any comments by the Board, and there were none.

MINUTES:
 (Ref. Board Agenda for
 August 10, 2021; Pages
 202200003 – 27)

Chair McGehee asked the Board if there were any comments or recommended revisions to the FSCJ DBOT minutes – as a slate – of the May 18, 2021, Deep Dive Budget Workshop, on agenda pages 3 – 5; June 8, 2021, Board Workshop, on agenda pages 6 – 10; and June 8, 2021, Regular Meeting, on agenda pages 11 – 27, and there were none.

MOTION: (Hawkins – Brown) The motion was made to approve the FSCJ DBOT minutes – as a slate – from the May 18, 2021, Deep Dive Budget Workshop; June 8, 2021, Board Workshop; and June 8, 2021, Regular Meeting, as recommended.

Motion carried unanimously.

REPORT OF THE COLLEGE
 PRESIDENT:

Welcome Trustee Andrew
 Shaw, M.D.:

College President John Avendano, Ph.D. joined Chair McGehee in welcoming the Board's newest Trustee, Andrew Shaw, M.D. His addition to the College's esteemed group of Trustees was welcomed as FSCJ values the knowledge that Dr. Shaw will bring from the healthcare industry and looks forward to the guidance he will bring to the institution's many healthcare programs.

Trustee Shaw shared he was thankful to have the opportunity to serve the community and College.

Appreciation of Board Self-
 Evaluation:

President Avendano thanked the Board for their participation in the latest self-evaluation process. He shared he would be working towards implementing several of the items that were discussed, and looks forward to a continued open relationship with each of the Trustees.

Introduction of New Executive
 Leadership Team:

President Avendano introduced to the Board the new FSCJ Executive Leadership Team (ELT). The members of the ELT are:

- Dr. John Wall, Provost/Vice President of Academic Affairs
- Dr. Linda Herlocker, Vice President of Student Services
- Lisa Moore, Chief Officer of Diversity, Equity and Inclusion
- TBD, Vice President of Finance and Administration
- Dr. Jerrett Dumouchel, Interim Vice President of Institutional Effectiveness and Advancement
- Dr. Cedrick Gibson, Associate Vice President of Workforce and Entrepreneurship
- Jill Johnson, Chief Communications Officer
- Mark Lacey, Chief Human Resource Officer
- Cleve Warren, Executive Director of the Foundation

The Board welcomed the ELT members.

Collective Bargaining Agreement:

President Avendano announced a tentative agreement was reached on the Collective Bargaining Agreement (CBA) between FSCJ and United Faculty of Florida – Florida State College at Jacksonville on July 8, 2021. On August 6, 2021, he received notification from the faculty leadership that the agreement was ratified by the bargaining unit with a vote of 183 votes to accept and 4 votes to reject the proposed contract. The teams were able to reach consensus on the seven targeted articles:

- Faculty Evaluation
- Reduction in Force
- Textbook Selection
- Employee Benefits
- Workload
- Compensation
- Term of Agreement

He recognized the representatives from the Administration and Faculty Union teams, along with Janet Meigs for her support during each session:

Administration

- Annette Barrineau
- Dr. Sondra Evans
- Dr. Marie Gnage
- Dr. Richard Greene

- Jana Kooi
- Mark Lacey
- Dr. Sheri Litt
- Al Little
- Dr. Ian Neuhard
- Talani Torres
- Dr. Rich Turner
- Dr. John Wall

Faculty

- Dr. Justin Bateh
- Stacey Burns
- Dr. Jason Gibson
- Chris Goodell
- Bill Meisel
- Steve Milczanowski
- Dr. Lourdes Norman-McKay
- Catherine Rifkin
- Webb Skelton
- Dr. Harvey Slentz
- Rachelle Wadsworth
- Haylan Washington
- Dr. John Woodward

Vice President of Finance and Administration Search:

President Avendano shared with the Board that the latest round of the search for the College's Vice President of Finance and Administration concluded with Open Forums and finalist interviews during the week of July 19.

Following a review of the committee feedback and surveys from our College community, President Avendano decided to take a pause on the permanent search and look at filling the position on a temporary basis utilizing the same search firm that the Board utilized when searching for a new President – Association of Governing Boards of Universities and Colleges (AGB).

President Avendano noted AGB has assured him that they will be able to assist FSCJ in an appointment that will be able to hit the ground running while the College revisits the search to find a permanent replacement for the vacancy.

San Jose Tech Update: President Avendano noted as the Board may be aware, San Jose Tech Charter School has been working towards opening for the Fall Term in their new space at the College's Cecil Center. He was recently informed due to COVID-19 and lagging enrollments, San Jose Tech will be delayed in their school readiness and pushed the official opening to later in the school year.

Additionally, San Jose Tech is exploring the option of utilizing existing space at the College's Cecil Center and Kent Campus until their full opening schedule is determined. FSCJ will stay in communication with San Jose Tech and will keep the Board updated on the matter.

FSCJ Alumni Golf Classic: President Avendano announced on Wednesday, August 25, the FSCJ Alumni Association is hosting its inaugural FSCJ Alumni Golf Classic at The Golf Club at South Hampton.

The cost to participate is \$600 for a foursome and additional sponsorships are available. Funds raised will support the FSCJ Strong program, which is dedicated to empowering our students to begin, sustain and complete their education.

There will be a 9 a.m. shotgun start and a luncheon and awards program will follow between noon and 2 p.m.

President Avendano noted Trustees should have received an invitation via email with all of the information. However, to please let him know if they are interested in participating or learning more. He thanked the members who have already registered and/or sponsored the event.

2021 FSCJ Convocation: President Avendano invited the Board to attend Convocation 2021 on Thursday, August 26, at the South Campus Gymnasium. The event will begin with breakfast at 8:30 a.m., followed by the program at 9:45 a.m. He shared Convocation is one of FSCJ's signature events that staff look forward to each year, and is the institution's opportunity to kick off the academic year together.

Last year's event was held virtually. This year the College is excited to be hosting a live event but will also have a virtual option for those who are unable or uncomfortable with attending an in-person gathering.

President Avendano noted he was especially looking forward to this year's event as a way to reconvene with colleagues and celebrate FSCJ's successes, victories and points of pride, and to look ahead to the 2021-22 academic year. Fittingly, the theme is "We're Better Together," so his hope is to see everyone there.

Return to Campus (RTC):

President Avendano shared the Executive Leadership and Emergency Management teams have been closely monitoring the increase in COVID-19 cases here in the community and within our College.

Phase 3 of our Return to Campus Plan began on July 12 and Phase 4, which is set to bring back all employees on campus, is planned for August 23.

He shared as Trustees may know, Florida is facing a surge in COVID cases, so FSCJ has recently updated our mask wearing guidance to follow CDC guidelines and recommending mask wearing indoors for all individuals, regardless of vaccination status. The College is hopeful that people are respectful of these guidelines and of each other.

FSCJ believes there is no better way to protect oneself than to be vaccinated, if at all possible. The College is doing all we can to help students, faculty and staff educate themselves so they can make the best decisions.

FSCJ is also working to provide on-campus access to vaccines for those who have not yet had the opportunity to get theirs. The College has held vaccine events at both Kent and North Campuses, and will have another at South Campus on September 9.

Data Dashboard:

President Avendano shared with the Board information relating to the August 2021 Data Dashboard.

- Enrollment Dashboard I: The first dashboard is the Summer Term College Credit Enrollment report as of July 20, 2021, which shows a negative variance of 12% credit hours for summer 2021 over summer 2020. That enrollment number is down 13,814 credit hours when compared to the same day in the summer 2019 enrollment cycle.

- Enrollment Dashboard II: The second dashboard is the Fall Term College Credit Enrollment report as of July 20, 2021, which shows a negative variance of 15.1% credit hours for fall 2021 over fall 2020. While FSCJ is still down, the College is hopeful that the return to a more normal fall with more face-to-face classes available will help the numbers continue to improve.
- Spotlight Dashboard: The third dashboard is a spotlight on the College's Annual Unduplicated Headcount and Funded Full-Time Equivalent (FTE), which shows that our annual unduplicated enrollment for the 2020-21 reporting year was 38,137, which is down 12.9% from the 2019-20 annual unduplicated enrollment of 43,789. For the same timeframe, our funded FTE was 15,457.2, which is down 9.9% from 2019-20.
- Finance Dashboard: The fourth dashboard illustrates the actual revenues and expenditures compared to budget for the period ending May 31, 2021 and May 31, 2020.
- Grants Dashboard: The final dashboard is a snapshot of the grants that have been awarded to the College over the 2020-21 fiscal year, which total \$12,752,254.

Also included is information on five individual grants totaling \$265,140.

- Beginning next month, FSCJ will feature highlights from a few of the College's programs in each of the dashboards.

STRATEGIC
 PROGRAMMATIC
 DISCUSSION:

President Avendano shared with the Board that a new section had been added to the agenda titled, "Strategic Programmatic Discussion." The concept behind the section is to have open discussion related to any topic from the President's Report and/or any thoughts on open strategies the Board may have or wish to discuss.

There was discussion by the Board relating to grant opportunities, opportunities to reinvent/reimage FSCJ due to COVID-19, strategic planning, evaluating capital assets, FSCJ's purpose and mission, COVID-19 and meeting students where they are, statistics of faculty embracing online/hybrid modalities and the delivery of live online classes.

CONSENT AGENDA:
(Ref. Board Agenda for
August 10, 2021; No Consent
Items)

Chair McGehee shared with Trustees that there were no Consent Items on today's agenda. Therefore, the Board would move directly to the Action Item section of the agenda.

ACTION ITEMS:
(Ref. Board Agenda for
August 10, 2021; Items 1
through 7, Pages 202200028 –
135)

Chair McGehee noted that in order to avoid any awkwardness, as chair, he would like to present the first three Action Items relating to President John Avendano's employment contract.

There being no objections, Chair McGehee proceeded.

Chair McGehee presented the College administration's recommendation on Action Item 1, Administration: Performance Evaluation – Dr. John Avendano, College President, on agenda page 28.

MOTION: (Hawkins – Bell) The motion was made to approve the Performance Evaluation – Dr. John Avendano, College President, as recommended.

Chair McGehee asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

Chair McGehee presented the College administration's recommendation on Action Item 2, Administration: Performance Incentive – Dr. John Avendano, College President, on agenda page 29.

MOTION: (Bell – Hawkins) The motion was made to approve the Performance Incentive – Dr. John Avendano, College President, as recommended.

Chair McGehee asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

Chair McGehee presented the College administration's recommendation on Action Item 3, Office of General Counsel: College President's Contract of Employment; Amendment Three, on agenda pages 30 – 35.

MOTION: (Young – Hawkins) The motion was made to approve the College President's Contract of Employment; Amendment Three, as recommended.

Chair McGehee asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano expressed his sincere appreciation for the Board's support and generosity, noting he will share the same generosity with the students through contributing to the FSCJ Foundation.

President Avendano presented the administration's recommendation on Action Item 4, Office of General Counsel: Ratification of Action Items, on agenda pages 36 – 38.

MOTION: (Brown – Bell) The motion was made to approve the Ratification of Action Items, as recommended.

Chair McGehee asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 5, Human Resources: Collective Bargaining Agreement (Full-time Faculty), on agenda pages 39 – 132.

MOTION: (Hawkins – Brown) The motion was made to approve the Collective Bargaining Agreement (Full-time Faculty), as recommended.

Chair McGehee asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

Chair McGehee shared his appreciation for all those who worked together on the Collective Bargaining Agreement and for reaching a consensus on the targeted articles.

President Avendano presented the administration's recommendation on Action Item 6, Purchasing: Annual Contract Extensions, on agenda page 133.

MOTION: (Hawkins – Brown) The motion was made to approve the Annual Contract Extensions, as recommended.

Chair McGehee asked if there were any questions or comments by the Board.

Chair McGehee declared a conflict of interest on Action Item 6 and recused himself from voting on the item. He stated he has family members who are associated with the supplier, W.W. Mechanical Contractors, Inc. (Appendix A)

Chair McGehee asked if there were any additional questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano noted as to the Annual Contract Extensions item, the terms of “estimated or not-to-exceed value” does not represent a blank approval of funds. As follow-up to today’s meeting, the total amount of funds utilized for these services will be provided to the Board.

Chair McGehee shared that Trustees have good access to the College President, and as such the opportunity to discuss any questions and/or concerns with President Avendano in advance of the Board meeting. As a result, questions and concerns regarding agenda items are often addressed and resolved in advance of the meeting.

President Avendano presented the administration’s recommendation on Action Item 7, Finance: Fees and Charges, on agenda pages 134 – 135.

MOTION: (Bell – Young) The motion was made to approve the Fees and Charges, as recommended.

Chair McGehee asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
August 10, 2021; Items
A – C, Pages 202200136
– 178)

Chair McGehee asked the Board if there were any questions or comments related to Information Items A – C, on agenda pages 136 – 178, and there were none.

REPORT OF THE BOARD
 CHAIR:

Chair McGehee announced this was his transition report as the gavel will be passed on today to a new Board Chair. The College is blessed to have such a dedicated and capable group of Trustees, and will be in good hands moving forward with Board Liaison Kimberli Sodek to assist in the transition of the new officers.

Chair McGehee shared he enjoyed the role as Board Chair, and he and President Avendano have worked well together as the president moved into his new administration.

Chair McGehee stated he was very comfortable moving a few chairs away to allow someone else to put their mark on the FSCJ Board governance, as we all work together as a group. Though the Board has one Board Chair, the Board does function as one team with nine different perspectives, which is good.

REPORT OF TRUSTEES:

Trustee DiBella expressed her gratitude to Chair McGehee for his time and service as Board Chair.

Trustee Brown dittoed Trustee DiBella's comments.

REPORT OF THE BOARD
 LIAISON, FSCJ
 FOUNDATION BOARD OF
 DIRECTORS:

FSCJ Foundation Board Liaison Jennifer Brown provided the Board with an overview of the written report relating to the FSCJ Foundation Board of Directors quarter-to-quarter Board meetings along with other committee meetings and activities. (Appendix B)

ORGANIZATION OF THE
 BOARD:

Chair McGehee turned the meeting over to President Avendano to conduct the Board's annual election of officers and for acceptance of the proposed Board meeting schedule for Fiscal Year 2021-22.

A. Election of Officers:

President Avendano stated before the Board was the election of three Board officers – the positions of Chair, Vice Chair for Duval County and Vice Chair of Nassau County. He opened the floor for nominations of officers.

Trustee Hawkins nominated the following slate of officers:

Trustee Michael M. Bell for the officer position of Board Chair. Trustee Bell accepted the nomination.

Trustee O. Wayne Young for the officer position of Vice Chair for Duval County. Trustee Young accepted the nomination.

Trustee Laura M. DiBella for the officer position of Vice Chair for Nassau County. Trustee DiBella accepted the nomination.

MOTION: (McGehee – Brown) To close the nominations and approve the proposed slate of officers, as recommended.

President Avendano asked if there was any additional discussion on the motion, and there was none.

Motion carried unanimously.

B. Approval of Meeting Schedule for Fiscal Year 2021-22:

President Avendano stated before the Board was the establishment of the Board’s meeting schedule for Fiscal Year 2021-22, noting a copy of the proposed schedule was previously provided to Trustees’ for their review and consideration.

MOTION: (McGehee – Hawkins) To accept the proposed FSCJ DBOT meeting schedule for Fiscal Year 2021-22, as recommended. (Appendix C)

President Avendano asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

C. 2021-22 Liaison/ Committee Appointments:

President Avendano stated before the Board was the selection of the 2021-22 Liaison and Committee Appointments, noting the appointments would be the first official actions of the newly elected Board Chair.

The actions of the newly appointed Board Chair would be to appoint a Trustee to serve as the Liaison to the FSCJ Foundation Board of Directors and to appoint three Trustees to be members of the Finance & Audit Committee.

President Avendano then turned the meeting over to Chair Bell to move forward with the appointments.

1. Appointment of Liaison – FSCJ Foundation Board of Directors:

Chair Bell appointed Trustee Shantel N. Davis to represent the Board as Liaison to the FSCJ Foundation Board of Directors. Trustee Davis accepted the appointment.

2. Appointment of Committee Members – Finance & Audit Committee:

Chair Bell appointed Trustees D. Hunt Hawkins, Roderick D. Odom and O. Wayne Young to represent the Board as the 2021-22 Finance & Audit Committee. Trustees Hawkins, Odom and Young accepted the appointments.

REPORT OF THE
 ADMINISTRATIVE AND
 PROFESSIONAL
 COLLABORATIVE (APC):

Administrative and Professional Collaborative Chair
 Dr. Mark Boese addressed the Board and presented an overview
 of the written report relating to current APC initiatives and
 activities. (Appendix D)

REPORT OF THE CAREER
 EMPLOYEES COUNCIL
 (CEC):

Career Employees Council Chair Matt Wetzel provided the
 Board with a written report relating to current CEC initiatives
 and activities. (Appendix E)

REPORT OF THE FACULTY
 SENATE (Senate):

Faculty Senate President Dr. John Woodward provided the
 Board with a written report relating to current Senate initiatives
 and activities. (Appendix F)

REPORT OF THE STUDENT
 GOVERNMENT
 ASSOCIATION (SGA):

Collegewide Student Government Association President
 Breana White provided the Board with a written report relating
 to current SGA initiatives and activities. (Appendix G)

NEXT MEETING:

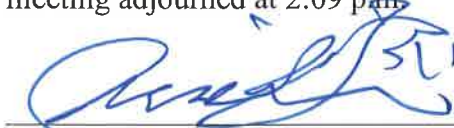
Chair Bell announced the next regular meeting of the Board is
 scheduled for Tuesday, September 14, 2021, at the College's
 Advanced Technology Center.

Prior to the meeting adjourning, President Avendano took a
 moment to introduce Mr. Carlo Fassi, who is an associate at
 The Southern Group in Jacksonville, FL. He noted he looks
 forward to working with Mr. Fassi on future legislative and
 government relations matters.

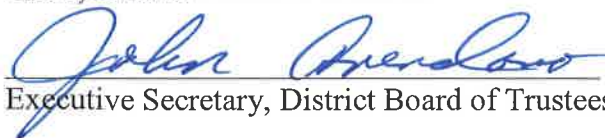
ADJOURNMENT:

There being no further business, Chair Bell declared the
 meeting adjourned at 2:09 p.m.

APPROVAL OF MINUTES:



Chair, District Board of Trustees



Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Secretary to the Board

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME McGehee, Jr. Thomas R.	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Florida State College at Jacksonville District Board of Trustees
MAILING ADDRESS 501 West State Street, Suite 408	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY
CITY Jacksonville	COUNTY Duval
DATE ON WHICH VOTE OCCURRED August 10, 2021	NAME OF POLITICAL SUBDIVISION: Florida State College at Jacksonville
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a “relative” includes only the officer’s father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A “business associate” means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Thomas R. McGehee, Jr., hereby disclose that on August 10, 20 21 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, who are associated with W.W. Gay Mechanical Contractors, Inc. ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Action Item A-6
 Purchasing: Annual Contract Extensions
 Page 202200133

I have family members who are associated with the supplier, W.W. Gay Mechanical Contractors, Inc.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

August 10, 2021
 Date Filed


 Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



REPORT OF THE BOARD LIAISON, TRUSTEE JENNIFER BROWN
AUGUST 10, 2021

In my role as liaison to the Foundation Board I also serve as an ex officio member on the Foundation's several policy committees. These committees generally meet on a quarterly basis and typically in the two-month period preceding the Board's regular meetings each calendar quarter. The committees include an Executive Committee, Finance and Accounting Committee, Governance and Nominating Committee, and the Fund Development Committee. The Foundation Board is comprised of a very diverse group of corporate, private, and philanthropic leaders in the community, all of whom add great value to the work of the Foundation by way of the generous giving of their time, talent and treasure.

"I am very pleased to be a part of this concerted effort by the Foundation Board and staff, and the staff of the Artist Series.

Despite the limiting conditions of the pandemic, the Foundation has done exceptionally well with its prospecting, fund raising, grant writing, and event planning efforts this past year. With nearly sixty days remaining before its September 30th fiscal year end, aggregate gifts to date total nearly \$3 million, which is 300 percent of the year's fund-raising goal. The year's accomplishments can be ascribed largely to the focused effort of the newly assembled development team, to the response of donors to student emergency needs accentuated by the pandemic, to an earnest desire in the community to address at-large issues with workforce preparation and economic mobility, and because of the almost constant outreach to our alumni and other constituent groups.

The October 1, 2021 start of the Foundation's fiscal year included Dr. Avendano's invitation inviting donors to membership in the President's Circle. The President's Circle is a VIP list of donors making gifts, for various causes, of \$1,000 or more for the year. There are currently seventy-six individual, foundation, corporate, staff and faculty members of the President's Circle who have made aggregate gifts to the College exceeding \$1.8 million.

In February the Foundation kicked off an effort to raise \$1 million of the \$3 million total needed to relocate and retrofit the College's Dental Hygiene Clinic located on the North Campus. Momentum on that effort continues with nearly two thirds of the \$1 million goal accounted for.

Credit for the year's performance is also due to the College's Grants Department, whose grant writing skills have contributed much to the year's successes. Key among those was a four-year \$1,000,000 grant from Bank of America; a four-year \$400,000 grant from Florida Blue; a three-year \$180,000 grant from an anonymous donor; and multiple grants of \$25,000 or less.

In addition, the Foundation is also the recent recipient of a \$4 million U.S. Small Business Administration (SBA) Shuttered Venue Operators Grant (SVOG) for the beneficial use of the Artist Series. Proceeds from the grant can be used to cover expenses such as payroll costs, payments to contractors, and administrative costs back to the March 8, 2020 start of the pandemic, and forward to December 31, 2021.

The Foundation Board and team will close the 2020-21 year with the 1st Annual Alumni Golf Outing at the Golf Club at South Hampton in August [to benefit the FSCJ Strong Scholarship Fund] and the Power of Possible Dinner at the Cummer Museum of Art in September [to benefit the FSCJ Power of Possible Scholarship Fund for first time in college and first generation college students]. The 2021-22 fiscal year begins with the 1st Annual President's Forum to be held at Epping Forest in November.

To kick off the new 2021-22 Foundation year, the Artist Series will begin its season with the return of Broadway starting with a three-week engagement of the Broadway musical hit "Hamilton" at the Times-Union Center for the Performing Arts.

More than 18 months after theaters went dark on March 12, 2020, the Artist Series will present 24 performances of Hamilton from September 29 thru October 17. Of the 43,000 seats sold for last year's production, approximately 31,000 remain outstanding. The Foundation and the Artist Series are confident that this three-week will be a sellout as well.

As a reminder, the self-sustaining operations of the Foundation and the Artist Series are supported solely from internally generated funds. Net revenues from Artist Series productions contribute significantly to the endowment growth of the Foundation; and hence, the Foundation's capacity to provide institutional support to the College for student scholarships and a variety of programmatic needs.



**PROPOSED DBOT MEETING SCHEDULE
FISCAL YEAR 2021-22
FINANCE & AUDIT COMMITTEE QUARTERLY MEETINGS,
WORKSHOPS and REGULAR MEETINGS**

DATE/TIME	EVENT	LOCATION
August 2021		
Tuesday, August 10	August 2021 DBOT Meetings	Advanced Technology Center 401 West State St., Jacksonville, FL 32202
Noon – 1 p.m. 1 – 2:30 p.m.	Board Workshop Regular Meeting	Room T-140 Rooms T-140 & 141
September 2021		
Tuesday, September 14	September 2021 DBOT Meetings	Advanced Technology Center 401 West State St., Jacksonville, FL 32202
10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	Finance & Audit Committee Quarterly Meeting Board Workshop Regular Meeting	Room T-116 Room T-140 Rooms T-140 & 141
October 2021		
Tuesday, October 12	October 2021 DBOT Deep Dive Workshop	North Campus 4501 Capper Road, Jacksonville, FL 32202
Noon – 2 p.m.	Deep Dive Workshop	Room A-236
November 2021		
Tuesday, November 9	November 2021 DBOT Meetings	Nassau Center 76346 William Burgess Blvd., Yulee, FL 32097
10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	Finance & Audit Committee Quarterly Meeting Board Workshop Regular Meeting	Room T-117 Room T-126 Room T-126
January 2022		
Friday, January 28	January 2022 DBOT Deep Dive Workshop – Planning Meeting	(TBD)
9 a.m. – 3 p.m.	Deep Dive Workshop – Planning Meeting	
February 2022		
Tuesday, February 8	February 2022 DBOT Meetings	Administrative Offices 501 West State Street, Jacksonville, FL 32202
10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	Finance & Audit Committee Quarterly Meeting Board Workshop Regular Meeting	Room 104A Room 403A Board Room 405

DATE/TIME	EVENT	LOCATION
April 2022		
Tuesday, April 12 10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	April 2022 DBOT Meetings Finance & Audit Committee Quarterly Meeting Board Workshop Regular Meeting	Administrative Offices 501 West State Street, Jacksonville, FL 32202 Room 104A Room 403A Board Room 405
May 2022		
Tuesday, May 17 Noon – 2 p.m.	May 2022 DBOT Deep Dive Workshop – Budget Deep Dive Workshop – Budget (Combine Finance & Audit Committee with full Board to review the FY 2022-23 College Budget)	Administrative Offices 501 West State Street, Jacksonville, FL 32202 Board Room 405
June 2022		
Tuesday, June 14 Noon – 1 p.m. 1 – 2:30 p.m.	June 2022 DBOT Meetings Board Workshop Regular Meeting	Administrative Offices 501 West State Street, Jacksonville, FL 32202 Room 403A Board Room 405
August 2022		
Tuesday, August 9 Noon – 1 p.m. 1 – 2:30 p.m.	August 2022 DBOT Meetings Board Workshop Regular Meeting	Administrative Offices 501 West State Street, Jacksonville, FL 32202 Room 403A Board Room 405

Please note that these meeting dates/locations may be subject to change at the Board's discretion.
 All regular meetings of the Board begin at 1 p.m. unless otherwise noted.

For more information, contact: Kimberli Sodek, Administration Support Manager – Office of College President at Kim.Sodek@fscj.edu



Date: August 10, 2021

To: Florida State at College District Board of Trustees

From: Marc Boese, Chair of the Administrative and Professional Collaborative, 2021-22

Re: August 2021 Administrative and Professional Collaborative Report

Chair McGehee and Trustees:

On behalf of the Administrative and Professional Collaborative (APC), I am honored to represent our administrative and professional staff as the APC Chair for the 2021-22 academic year. As we welcome students, faculty, and staff back to campus this month, there is excitement in the air. We are cautiously optimistic that this wave of excitement will help tackle many of the challenges ahead (or opportunities, as I prefer to call them). These opportunities begin with interrupting the decreasing enrollment, increasing enrollment again, easing the apprehension regarding transitioning back to campus, and preparing the College for long-term growth. While the future of the pandemic is uncertain, the APC is ready to support our colleagues and students as we move forward.

I want to begin by expressing appreciation to the leadership and guidance from the Board of Trustees and Dr. Avendano for continuing to move us forward and bringing the College community together throughout the pandemic. We feel that we are all rowing together, in the same direction, for our students and the community. As our annual employee engagement survey reflects, communication and engagement have excelled under the current leadership in the past two years. Dr. Avendano has driven home the tenets of a participatory governance model, participating in APC meetings and actively listening to the interests and perspectives of administrative and professional employees.

I would like to express my gratitude for the leadership and direction provided by our 2020-21 APC Chair Dr. Heather Kenney this past year. The APC's role at FSCJ is to represent the interests and perspectives of administrative and professional employees. Dr. Kenney listened to our collective voice and shared our interests with College leadership while providing updates on significant developments at the College with the APC. Under her leadership, the APC provided representation on numerous College committees, held professional development events, and hosted collaborative socials.

As we embark upon a new academic year, I look to continue these responsibilities, serving as a representative for all administrative and professional employees so that their feedback is considered in decisions regarding the direction of the College. We also have a few additional goals specific to this upcoming year. The APC would like to continue to serve as a conduit for employee feedback and information regarding the CARE project, the reimagining of our organizational structure, telework policy development, and issues related to the pandemic.

The APC recently concluded its election of officers and representatives for the 2021-22 academic year. Please join me in congratulating the following officers and campus representatives.

Kerry Roth, Chair Elect

Dr. Heather Kenney, Past Chair

Trina McGowen, Secretary

Dr. Jametoria Burton, Campus Representative, AO/URC

Jennifer Mullings, Campus Representative, AO/URC

Kerri Burns, Campus Representative, AO/URC

Jefferson Everett, Campus Representative, AO/URC

Vonnell Baggett, Campus Representative, Downtown Campus

Dr. Tara Haley, Campus Representative, Downtown Campus

Karen Arlington, Campus Representative, Deerwood Center

Robin Herriff, Campus Representative, Deerwood Center

Terence Wright, Campus Representative, Kent Campus/Cecil Center

Dr. Tameiko Grant, Campus Representative, Kent Campus/Cecil Center

Dr. Sondra Evans, Campus Representative, North Campus/Nassau Center

Karen Howard, Campus Representative, North Campus/Nassau Center

Ginny Alexander, Campus Representative, South Campus

Ashli Archer, Campus Representative, South Campus

Respectfully,

Marc Boese, Ph.D.

Executive Director of Organizational Development

Administrative and Professional Collaborative Chair, 2021-22



Date: August 10, 2021

To: Florida State College at Jacksonville District Board of Trustees

From: Matt Wetzel, Career Employees' Council Chair

Re: August 2021 Career Employees' Council Report

Chair McGehee and Trustees:

During the month of May, the Career Employees' Council (CEC) conducted a survey to see who was interested in roles within the Council. This survey served as the nomination process for our Council officers. As a result, I will be the new Chair for the Career Employees' Council. One of our main goals this year is to increase the awareness throughout the College community, as to what the CEC is and what we do for the College community. We thank everyone for their continued support of the Council.

Thank you for your time, effort and support that you bring to the College community, staff, and our students.

Respectfully,

Matt Wetzel

Matt Wetzel
Career Employees' Council Chair 2021-22
Florida State College at Jacksonville
904-381-3707 / matt.wetzel@fscj.edu



Date: August 10, 2021

To: Florida State College at Jacksonville District Board of Trustees

From: John A. Woodward, PhD

Re: August Report

Chair McGehee and Fellow Trustees:

“The pandemic is rapidly fading into our history and the faculty are prepared to return to campus and return to the classroom.” That is the way I began my June report to the Board. I think we now see how any attempt to see the future with rose-tinted glasses is undermined by the pandemic and by humanity’s incapacity to truly comprehend risk. I believe that part of that statement, however, is still true. Faculty are generally ready to return to campus and teach face-to-face courses – as are many of our students. Because of the threat to our basic operations in the event of an outbreak, we will need to work on mitigation strategies over the coming weeks.

Due to recent evidence that suggests vaccinated people can transmit the virus at the same rate as unvaccinated people, we must consider any appearance of illness on campus as having the potential to cause a broader outbreak. While those who are vaccinated have a vanishingly small chance of contracting the illness and having serious complications, not all who come to campus will be vaccinated. We hope a concerted push by our faculty and staff as well as tailored and specific messaging (posters, warnings, etc.) will inform our students and staff of the importance of being vaccinated. If this is matched with easily accessible vaccine distribution sights, perhaps even on campuses, I think we can both significantly decrease the danger to our operations while also reinforcing our mission-critical connection with the community at large. We also need good, clear, CDC-informed guidance for faculty about how to mitigate risk. There are still far too many rumors and not enough understanding that risk can never truly be zero but can be mitigated.

While we have a reasonable masks optional policy currently, Duval County schools has just crafted a masks optional policy that requires students to opt-out if they wish to go without a mask. Other school districts are currently wrangling with the need to protect children and forces oriented against such movements. This should not dictate our policy and we have many other considerations. But I will personally be wearing a mask on campus in any close-quarters event (meetings, gatherings, lunches) except for when teaching, where I will insist on maintaining a six-foot distance from my students. I am happily vaccinated and have little concern even if I do contract the illness. But now that I know I can transmit the virus even though I am fully vaccinated, that gives me serious pause. I think the reward of the face-to-face lecture and discussion outweighs the risk so long as I take some basic precautions. We have to realize, of course, that we alone cannot stop the progress of the virus; it will take a concerted community-wide effort. We must, however, play our part.

We will be meeting in the coming weeks to discuss strategies to manage any outbreaks. Happily, we have outlets for temporary classroom disruptions such as moving some lectures online in our live-online format. I think with that format and increasing vaccination rates, we will be able to make it through the Fall semester with few major disruptions and no significant impacts on our students' success.

That concludes my report.

Respectfully,

A handwritten signature in blue ink, appearing to read "J. Woodward". The signature is fluid and cursive, with a long horizontal stroke at the end.

John Arrington Woodward, PhD
Professor of Humanities and Film Studies
Faculty Senate President
C2326B, DWC
Florida State College at Jacksonville
john.a.woodward@fscj.edu
904-997-2703



Date: August 10, 2021

To: Florida State College at Jacksonville District Board of Trustees

From: Florida State College at Jacksonville Student Government Association Executive Board

Re: August 2021 Student Government Association Report

Chair McGehee and Trustees:

The Student Government Association (SGA) is the student body voice at Florida State College at Jacksonville (FSCJ). Please see the following updates and accomplishments since our last report.

Since the last report, the SGA has accomplished the following:

- In June, student leaders help plan and participated in FSCJ History & Heritage Celebrations such as the AAPI (Asian American Pacific Islander) Violence in the Asian Community Safety Check-In, Mental Health Awareness Month programming, and Pride Month programming. Student leaders also participate in the virtual Connecting Our Diverse Students forums every Thursday this summer at 3:30 p.m.
- On June 11, FSCJ student Kyle Benson placed second in the statewide Super Smash Bros. eSports Tournament as part of the Florida College System Summer of Play Collegiate Invitational Series.
- On July 9, the Society for Human Resource Management (SHRM) awarded a 2020-21 Superior Merit Award designation to the Florida State College at Jacksonville SHRM Student Chapter for providing superior growth and development opportunities to its student members.
- In July, student Athletes and SGA officers began taking the FSCJ Title IX Training course to understand what Title IX is and why it is so important to the College, and the safety of our students.
- On July 16, FSCJ SGA officers joined student leaders from around the state and attended a virtual training on Robert's Rule of Order.
- July 30, the FSCJ SGA Executive Board attended an education session on networking facilitated by Career Development Advisor Alan Pasetti.
- On July 31, members of the SGA participated in two student panels as part of the FSCJ Open House at the Deerwood Center to inform incoming students about why they chose FSCJ and how students can get involved in co-curricular activities.
- The SGA looks forward to attending community events such as THRIVE! 2021, the Florida Black Expo 2021, and the American Heart Association Heart Walk as well as working on September 11 Remembrance Tables and Constitution Day events.
- The SGA looks forward to participating in Welcome Week during the start of the 2021 Fall Term by greeting students, providing directions, as well as passing out information, refreshments and FSCJ branded swag items.
- Finally, the SGA is looking forward to hosting and participating in virtual and in-person events for our students during the 2021 Fall Term.

On behalf of the student body, we extend our deepest gratitude to the District Board of Trustees and FSCJ President Dr. John Avendano for continuing to provide the SGA the opportunity to share updates and accomplishments of our students. Thank you for your time and all that you do for the students of FSCJ.

Sincerely,
Breana White
FSCJ Collegewide Student Government Association President