

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the June 13, 2023, Regular Meeting
Administrative Offices, Board Room 405, 1 p.m.**

PRESENT: Roderick D. Odom, Vice Chair, Nassau County
O. Wayne Young, Vice Chair, Duval County
Thomas R. McGehee, Jr.
Aaron A. Miri
Andrew B. Shaw

ABSENT: Michael M. Bell, Chair
Jennifer D. Brown

CALL TO ORDER: On behalf of FSCJ DBOT Chair Michael Bell, Vice Chair Wayne Young called the meeting to order at 1:10 p.m. and welcomed those in attendance.

PLEDGE: Vice Chair Young led the Pledge of Allegiance.

COMMENTS BY THE PUBLIC: Vice Chair Young 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.

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

MINUTES:
(Ref. Board Agenda for
June 13, 2023; Pages
202300672 – 697)

Vice Chair Young asked the Board if there were any comments or recommended revisions to the Florida State College at Jacksonville (FSCJ) District Board of Trustees (DBOT) minutes – as a slate – of the April 11, 2023, Finance & Audit Committee Quarterly Meeting, on agenda pages 672 – 673; April 11, 2023, Workshop, on agenda pages 674 – 675; and April 11, 2023, Regular Meeting, on agenda pages 676 – 697, and there were none.

MOTION: (McGehee – Shaw) The motion was made to approve the FSCJ DBOT minutes – as a slate – from the April 11, 2023, Finance & Audit Committee Quarterly Meeting; April 11, 2023, Workshop; and April 11, 2023, Regular Meeting, as recommended.

Motion carried unanimously.

REPORT OF THE COLLEGE
PRESIDENT:

Commencement Recap:

College President John Avendano, Ph.D. provided the Board with information relating to the Commencement Recap:

- He shared his appreciation to all who participated in the College's Commencement Ceremony on Thursday, May 11, 2023.
- Announced the College awarded more than 3,600 degrees for the 2022-23 academic year. Of these, 1,934 were associate in arts degrees, 894 were associate in science degrees and 774 were bachelor's degrees.
- During the event, the College was also surprised to receive a cash donation of more than \$500 (in one-dollar bills) from one of the excited FSCJ graduates. The College has been in contact to officially welcome her into our FSCJ Alumni Association and hopes she will continue her engagement in the years to come.

Adult Ed Graduation Recap:

President Avendano provided the Board with information relating to the Adult Education Graduation Recap:

- Last week, the College held the annual Adult Education Graduation Ceremony where FSCJ had the honor of celebrating our students receiving their Adult High School diploma or GED. There were 60 participants and over 300 attendees.
- The College's very own Dr. Deana Waite delivered a moving keynote address, encouraging the graduates to persist through life's challenges and continue their pursuit of success through education.
- He thanked everyone who participated.

Civil Rights Compliance
Visit:

President Avendano provided the Board with information relating to the Civil Rights Compliance Visit:

- The College underwent a civil rights compliance onsite and virtual review in late January 30 and early February 2023.
- The visiting review team conducted interviews with 72 College staff members, including senior leadership, students and the College President in order to validate policy implementation and knowledge of grievance procedures, nondiscrimination policies and equity-related practices.

- FSCJ facilities and parking lots were also examined and reviewed for compliance with appropriate accessibility standards.
- The Chancellor shared as part of her response that “FSCJ has maintained efforts to conduct business in an environment conducive to enforcing the federal and state anti-discrimination laws. The outstanding leadership and unwavering efforts of your team deserve the highest accolades for ensuring the staff and students are able to attend classes, participate in activities and work in an environment that fosters professionalism and dedication by serving its constituents’ irrespective of their protected class status.”
- He was pleased to report that, on the administrative side, FSCJ received limited findings that centered around needing to place the nondiscrimination statement on promotional materials, syllabi, forms, contracts, etc. For the facilities, the updates include items such as wrapping pipes, restriping some parking spaces and corrective actions on walkways for wheelchair access.
- The College expects all items to be completed by June 2024, and has submitted FSCJ’s voluntary compliance plan identifying this date.

Legislative Update:

President Avendano asked Director of Government and Community Relations Taylor Mejia to provide the Board with information relating to the Legislative Update. She addressed the Board and provided information pertaining to the following:

- Legislative session concluded on Friday, May 5, 2023.
- At this point in the process, bills are being sent to Governor Ron DeSantis for signature.
- Over the last month, Governor DeSantis has signed several bills within the higher education space.
- She reviewed various bills with Trustees, to include SB 266, HB 931, SB 240 and SB 7024.
- She provided highlights from the budget.
- She shared with the Board the dates/times of upcoming FSCJ tours with elected officials, and welcomed Trustees to join and attend any of the tours.

SACSCOC Update:

President Avendano provided the Board with information relating to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) Update:

- Last month, FSCJ received the report from the SACSCOC Off-Site Review Committee in response to the submission of the College's Compliance Certificate in late February 2023. Receiving this report marks an important transition from one review phase of the reaccreditation process to another, and provides FSCJ with the first feedback from peer-evaluators.
- The College is very pleased to announce that the Off-Site Review Committee's report identified only eight SACSCOC standards that require additional information per this preliminary assessment. To put that into perspective, on average, institutions receive 15 findings of non-compliance.
- The next phase of the reaffirmation process will allow FSCJ to complete focused reports on the identified standards to further expand upon the material submitted and provide additional evidence of the College's compliance.

University of Florida Update:

President Avendano provided the Board with information relating to the University of Florida (UF) Update:

- The location UF intends to utilize is still being determined at this time. There are indications it will be where business and industry, sports and higher education come together, which may be the Jacksonville Fairgrounds space as part of the renovations.
- FSCJ's space is still available to UF.
- The group who was working on securing local and state funding for UF was successful. The City allocated \$20 million initially to the project and the state budget allocated \$75 million for the project as well.
- The College will continue to keep the Board updated on the matter.

Main Street Property Update:

President Avendano provided the Board with information relating to the Main Street Property Update:

- Interest still remains in the purchase of the FSCJ Main Street Property.
- The College is working through some of the details of what the contract would look like, and providing JWB Real Estate Capital, LLC with the time for due diligence.

- The College will continue to keep the Board updated on the matter.

2023 Student Success Report: President Avendano shared with the Board information relating to the College's 2023 Student Success Report:

- Each Trustee has been provided with a printed copy of the 2023 Student Success Report.

Data Dashboard: President Avendano shared with the Board information relating to the June 2023 Data Dashboard/high-level view of the institutional data sets:

- Summer Term College Credit Enrollment:
 - Up 6.7% credit hours compared to summer 2022.
 - Represents 110.7% of overall enrollment for summer 2022.
 - When compared to summer 2021, college credit enrollment is up 1,311 credit hours.
- Fall Term College Credit Enrollment:
 - Down -2.7% credit hours compared to fall 2022.
 - Recruitment Efforts – Open House will be held on Saturday, June 17 at the College's South Campus, 9 a.m. – 2 p.m. At this time, FSCJ has received 1,000+ registrations for the event.
- There is a spotlight on the College's Dual Enrollment program, which offers five different types of college credit opportunities for eligible high school students. There is also a breakout on the Early College program.
- Additional spotlights on the Information Systems Technology Bachelor of Applied Science, Data Science Technology Associate in Science and IT Security Associate in Science are included.
- Finance Report shows actual revenues and expenditures compared to budget for the period ending April 30, 2023 and April 30, 2022.
 - Unrestricted fund revenues were down approximately \$7.2 million, primarily related to less cost recovery available from COVID stimulus funds in the current year.
 - Expenditures are down \$15 million due to the payoff of the energy savings loan in fiscal year 2022.

- The restricted fund revenues and expenditures reflect both student and grant activities, so the federal stimulus funds account for the significant increase in fiscal year 2022. Most of the funds have been expended, which reduces the available amount in fiscal year 2023.
- Grants Report:
 - So far in the 2022-23 award year, FSCJ has received more than \$13.9 million in grants.
 - There is also a spotlight on FSCJ's H.O.P.E. Food Pantry.

STRATEGIC
 PROGRAMMATIC
 DISCUSSION:

President Avendano asked if there were any questions or comments by the Board related to his Report, Data Dashboards and/or any other College Strategic matters, and there were none.

CONSENT AGENDA:
 (Ref. Board Agenda for
 June 13, 2023; Items 1 through
 12, Pages 202300698 – 709)

Vice Chair Young noted the Trustees had fully reviewed the Consent Agenda items prior to today's meeting and had the opportunity to discuss any questions and/or concerns with the College President. As a result, questions and concerns regarding agenda items were addressed and resolved in advance of the Board meeting. He then asked if there were any items the Trustees wished to remove from the Consent Agenda for individual consideration/discussion under Action Items.

Trustee Thomas McGehee, Jr., requested the removal of the following item from the Consent Agenda:

CA-9. Facilities: Certificate of Final Inspection for the Downtown Campus – CARES Act – Phase I – Building A, AHU-1 & 2 Replacement, on agenda page 706.

Vice Chair Young asked if there were any additional items the Board would like removed for individual consideration and discussion, and there were none.

ACTION ITEMS:
 (Ref. Board Agenda for
 June 13, 2023; Items 1 through
 20, Pages 202300710 – 817)

MOTION: (McGehee – Shaw) The motion was made to approve the Consent Agenda, as recommended with the exception of Consent Agenda Item 9, which was moved to Action Items.

Vice Chair Young 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 2, Administration: Annual Salary Index, on agenda pages 711 – 712.

MOTION: (McGehee – Odom) The motion was made to approve the 2023-24 Annual Salary Index as part of the Pay Plan, as recommended.

Vice Chair Young 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 3, Human Resources: Florida College System Annual Equity Update Report, on agenda page 713.

Prior to acting on the item, President Avendano asked Chief Officer for Organizational Culture and Engagement Lisa Moore to address the Board relating to the submission of the item. Chief Moore shared with Trustees that the College is required to submit an annual Equity Report to the Florida Department of Education. The report includes a review of the College's employment as well as services to underrepresented students. FSCJ measures itself each year and places the goals of the institute in the report.

MOTION: (McGehee – Miri) The motion was made to approve the Florida College System Annual Equity Update Report, as recommended.

Vice Chair Young 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 4, Finance: Direct Support Organization Checklist and Annual Audit for the Fiscal Year Ended September 30, 2022, on agenda pages 714 – 795.

MOTION: (McGehee – Odom) The motion was made to approve the Direct Support Organization Checklist and Annual Audit for the Fiscal Year Ended September 30, 2022, as recommended.

Vice Chair Young 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, Finance: Fees and Charges, on agenda page 796.

Prior to acting on the item, President Avendano asked Provost/Vice President of Academic Affairs Dr. John Wall to address the Board relating to the background/course type of the proposed item. Vice President Wall shared with Trustees that the proposed action will authorize the College, per Florida Statute 1009.285, to charge fees for enrollment in college-credit courses where students have enrolled in the same undergraduate college-credit course more than twice to be equal to 100 percent of the full cost of instruction. The statute further indicates that calculation of the full cost of instruction shall be based upon the system wide average of the prior year's cost of undergraduate programs for Florida College System institutions. The fees being presented for the Full Cost of Instruction are taken from the 2023 Florida College System Fact book, which is the most recent system information that is available.

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

Vice Chair Young 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 6, Finance: FSCJ ACCESS Program, on agenda page 797.

Prior to acting on the item, President Avendano asked Provost/Vice President of Academic Affairs Dr. John Wall to address the Board relating to program. Vice President Wall shared with Trustees that the FSCJ ACCESS Program, in accordance with Florida Statute 1004.085, will utilize an opt-out approach, where students are charged for their books along with their tuition in the participating courses unless the student opts-out of the program. The additional course fees would be exactly what the bookstore provider charges for the course materials. Students enrolled in FSCJ ACCESS classes for Spring Term 2023 had total savings of \$760,043.

MOTION: (McGehee – Shaw) The motion was made to approve the FSCJ ACCESS Program for Fall Term 2023, as recommended.

Vice Chair Young 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 7, Finance: Fiscal Year 2022-23 Operating Budget Amendment No. 4, on agenda pages 798 – 799.

MOTION: (McGehee – Miri) The motion was made to approve the Fiscal Year 2022-23 Operating Budget Amendment No. 4, as recommended.

Vice Chair Young 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 8, Finance: Fiscal Year 2023-24 College Budget, on agenda page 800.

MOTION: (McGehee – Miri) The motion was made to approve the Fiscal Year 2023-24 College Budget, as recommended.

Vice Chair Young 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 9, Finance: Fiscal Year 2023-24 Capital Outlay Budget, on agenda pages 801 – 803.

MOTION: (Miri – McGehee) The motion was made to approve the Fiscal Year 2023-24 Capital Outlay Budget, as recommended.

Vice Chair Young 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 10, Facilities: Approval of the Collegewide Master Plan, on agenda page 804.

MOTION: (McGehee – Miri) The motion was made to approve the Collegewide Master Plan, as recommended.

Vice Chair Young 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 11, Facilities: Capital Improvement Plan, Fiscal Years 2024-25 through 2026-27, and Five-Year Educational Plant Survey, Fiscal Years 2023 to 2028, on agenda pages 805 – 806.

MOTION: (Miri – McGehee) The motion was made to approve the Capital Improvement Plan, Fiscal Years 2024-25 through 2026-27, and Five-Year Educational Plant Survey, Fiscal Years 2023 to 2028, as recommended.

Vice Chair Young 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 12, Academic Affairs: Activation of Specialized Career Education Comprehensive (900 clock hours) Career Certificate Program, on agenda page 807.

MOTION: (Miri – McGehee) The motion was made to approve the Activation of Specialized Career Education Comprehensive (900 clock hours) Career Certificate Program, as recommended.

Vice Chair Young 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 13, Academic Affairs: Inactivation of Insurance Claims Adjuster (6-20) Career Certificate Program, on agenda page 808.

Prior to acting on the item, President Avendano asked Provost/ Vice President of Academic Affairs Dr. John Wall to address the Board relating to the series of inactivation items. Vice President Wall shared with Trustees that the following seven Action Items are grouped within the Financial Services Insurance area and dovetail with the College's Master Plan. Following a comprehensive program and enrollment review it was determined to remove/deactivate the courses from the Career Certificate program and offer the courses under the Continuing Workforce Education (CWE) program.

MOTION: (McGehee – Miri) The motion was made to approve the Insurance Claims Adjuster (6-20) Career Certificate Program, as recommended.

Vice Chair Young 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 14, Academic Affairs: Inactivation of Insurance Customer Service Representative (4-40) Career Certificate Program, on agenda page 809.

Prior to acting on Action Item 14 as well as Items 15 – 19, Trustee Mac McGehee proposed that the Academic Affairs agenda items be taken as a slate due to all six items relate to the inactivation of the same industry financial services.

There was a consensus among the Trustees to take the items – as a slate – of Items A-14. Academic Affairs: Inactivation of Insurance Customer Service Representative (4-40) Career Certificate Program, on agenda page 809; A-15. Academic Affairs: Inactivation of Insurance General Lines Agent [Property and Casualty (2-20)] Career Certificate Program, on agenda page 810; A-16. Academic Affairs: Inactivation of Life Insurance Marketing (2-15) Career Certificate Program, on agenda page 811; A-17. Academic Affairs: Inactivation of Loan Originator – Mortgage Career Certificate Program, on agenda page 812; A-18. Academic Affairs: Inactivation of Personal Lines Insurance Agent (20-44) Career Certificate Program, on agenda page 813; and A-19. Academic Affairs: Inactivation of Property Adjuster Estimating Career Certificate Program, on agenda page 814.

MOTION: (McGehee – Shaw) The motion was made to approve the Academic Affairs agenda items – as a slate – Items A-14. Academic Affairs: Inactivation of Insurance Customer Service Representative (4-40) Career Certificate Program; A-15. Academic Affairs: Inactivation of Insurance General Lines Agent [Property and Casualty (2-20)] Career Certificate Program; A-16. Academic Affairs: Inactivation of Life Insurance Marketing (2-15) Career Certificate Program; A-17. Academic Affairs: Inactivation of Loan Originator – Mortgage Career Certificate Program; A-18. Academic Affairs: Inactivation of Personal Lines Insurance Agent (20-44) Career Certificate Program; and A-19. Academic Affairs: Inactivation of Property Adjuster Estimating Career Certificate Program, as recommended.

Vice Chair Young 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 20, Academic Affairs: Inactivation of Courses Not Taught Within Five Years, on agenda pages 815 – 817.

MOTION: (McGehee – Shaw) The motion was made to approve the Inactivation of Courses Not Taught Within Five Years, as recommended.

Vice Chair Young 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 Consent Agenda Item CA-9. Facilities: Certificate of Final Inspection for the Downtown Campus – CARES Act – Phase I – Building A, AHU-1 & 2 Replacement, on agenda page 706.

MOTION: (Miri – Shaw) The motion was made to approve the Certificate of Final Inspection for the Downtown Campus – CARES Act – Phase I – Building A, AHU-1 & 2 Replacement, as recommended.

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

Trustee McGehee declared a conflict of interest on Consent Agenda Item CA-9 and recused himself from voting on the item. He stated he has family members who are associated with the contractor, W.W. Gay Mechanical Contractor, Inc. (Appendix A)

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

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
June 13, 2023; Items
A – I, Pages 202300818
– 835)

Vice Chair Young asked the Board if there were any questions or comments related to Information Items A – I, on agenda pages 818 – 835, and there were none.

REPORT OF THE BOARD
CHAIR:

On behalf of FSCJ DBOT Chair Bell, Vice Chair Young reported he recently had the pleasure of attending the 2023 FSCJ Commencement Ceremony on Thursday, May 11 at the VyStar Veterans Memorial Arena. He commended all who assisted with the extraordinary event.

REPORT OF TRUSTEES:

There were no reports provided by Trustees.

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

FSCJ Foundation Board Liaison Thomas McGehee, Jr. 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)

REPORT OF THE
ADMINISTRATIVE AND
PROFESSIONAL
COLLABORATIVE (APC):

On behalf of Administrative and Professional Collaborative Chair Kerry Roth, 2024-25 APC Chair Lori Cimino addressed the Board and presented an overview of the written report relating to current APC initiatives and activities. (Appendix C)

REPORT OF THE CAREER
EMPLOYEES' COUNCIL
(CEC):

Career Employees Council Chair Phillip Delacruz provided the Board with a written report relating to current CEC initiatives and activities. (Appendix D)

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 E)

REPORT OF THE STUDENT
GOVERNMENT
ASSOCIATION (SGA):

Collegewide Student Government Association President Jazmyn Arce provided the Board with a written report relating to current SGA initiatives and activities. (Appendix F)

CLOSING REMARKS BY
THE COLLEGE
PRESIDENT:

President Avendano congratulated Trustee Aaron Miri on his recent appointment by Governor Ron DeSantis to the Florida Cybersecurity Advisory Council. Although, Trustee Miri may continue to sit on the College's Board, the time commitment on the Advisory Council would be such he would not be able to carry on at FSCJ.

President Avendano thanked Trustee Miri for being actively engaged with the Board, College, community and with him personally, noting Trustee Miri's questions, insight and comments have been greatly appreciated. Although it has been a short tenure at FSCJ, Trustee Miri has made an imprint here as well as throughout Florida.

Trustee Miri shared his appreciation for the President, fellow Board members and FSCJ staff, noting he enjoyed being on the Board and giving back to the community. He and his family have been in the region under two years and already call it home.

NEXT MEETING:

Vice Chair Young announced the Board will meet on Tuesday, July 11, 2023, at the College's Administrative Offices for a Deep Dive Workshop. The workshop will convene at noon in Conference Room 403A. The next regular meeting of the Board is scheduled for Tuesday, August 8, 2023.

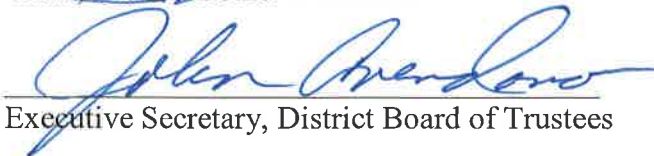
ADJOURNMENT:

There being no further business, Vice Chair Young declared the meeting adjourned at 2:02 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 June 13, 2023	NAME OF POLITICAL SUBDIVISION: Florida State College at Jacksonville
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

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 June 13, 2023 :

(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:

Consent Agenda Item CA-9
Facilities: Certificate of Final Inspection for the Downtown Campus - CARES Act - Phase I - Building A, AHU-1 & 2 Replacement
Page 202300706

I have family members who are associated with the contractor, 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.

June 13, 2023
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 MAC MCGEHEE
JUNE 13, 2023

1. The Foundation Board held its last "Regular Quarterly Meeting" on Thursday, May 18, 2023.
2. At the May 18th meeting, the Board received and approved the 2021-22 "Unmodified" external audit along with its IRS Form 90 prepared by the accounting firm of FORVIS, LLP.
3. FORVIS ranks as one of the top 10 public accounting firms in the world [as measured by 2021 gross revenues] and is a member of the Praxity Global Alliance of Independent Accounting Firms.
4. The May 18th Board meeting was preceded by a Board Governance Committee meeting on May 17th [open to all Board members] to receive results and recommendations from the 2022 Boardspan "Board Self-Assessment Survey" which will be used to guide and measure strategic and operational actions of the Foundation in coming years.
5. As reported in the April 4th brief, work on the "Campaign Readiness Study" by Gonser Gerber continues to march forward to what now appears to be a 4th quarter 2023 completion deadline as the College and Foundation leans into a more likely 1st quarter 2024 Comprehensive Campaign ["the Campaign"].
6. In advance of the May 18th meeting, Dr. Avendano announced to members of the District Board of Trustees and Foundation Board of Directors plans for a reconstitution and reorganization of the Foundation team in preparation for the heavy lift expected through the course of the campaign.
7. Both Dr. Avendano and Mr. Warren, the Foundations Executive Director, gave highlights of the 2023 Employee "I'm In" Giving Campaign; where the proceeds provide scholarship dollars for First Generation College Students, the FSCJ Golf Tournament; where net proceeds contribute to the operating needs of the Athletic Department, and "FSCJ Pride" donations by the FSCJ Graduating Class of 2023; where individual donations of \$20.23 or more are given for the benefit of the FSCJ Strong Scholarship Fund.

8. Mr. Warren also highlighted 1st quarter results of the FSCJ Artist Series where its calendar of events included performances such as the Sleeping Beauty Ballet by the National Ballet Theatre of Ukraine, the Broadway touring performance of Disney's Aladdin, a performance of the New York dance phenomenon Alvin Ailey II, and the Broadway touring company of Jesus Christ Superstar; producing gross revenues for the January – March time frame of over \$4 million, and providing an estimated economic impact of nearly \$12.5 million.
9. Mr. Warren also gave a brief update on work being done in the Foundation conference room, where the space is being remodeled and outfitted with artifacts from Jim Winston's old Riverside office as the Foundation, in partnership with the Winston Family Foundation, makes plans for a formal dedication of the space in honor of Mr. Winston.
10. The DBOT gave formal approval in September 2020 for the posthumous awarding of the Honorary Bachelor's Degree in Business Administration to Mr. Winston along with the naming of the Foundation conference room in his honor.
11. The next "Regular Meeting" of the Foundation Board of Directors will be held on Wednesday September 6, 2023.

This concludes my report.

Date: June 13, 2023

To: Florida State College at Jacksonville District Board of Trustees

From: Kerry Roth, Chair of the Administrative and Professional Collaborative, 2022-23

Re: June 2023 Administrative and Professional Collaborative Report

Chair Bell and Trustees:

The Administrative and Professional Collaborative (APC) is proud to share updates since our last report.

APC Speed Networking events have continued and provide an opportunity for administrative and professional employees to meet with colleagues in order to network and build professional connections.

FSCJ Interim Vice President of Institutional Effectiveness and Advancement Dr. Jerrett Dumouchel attended the May 4 APC Meeting to answer any questions the APC Officers and Representatives had about the SACSCOC reaffirmation process.

Between April 11-May 17, FSCJ administrative and professional employees were able to self-nominate or nominate their peers as candidates to be on the 2023-24 APC Elections ballot. Thirty administrative and professional employees were nominated to fill eight vacant positions. Between May 24-30, FSCJ administrative and professional employees were able to vote for their peers to serve as APC Officers and Campus/Center Representatives. The following administrative and professional employees were elected by their peers to serve during the 2023-24 academic year: Chair-Elect - Lori Cimino, Secretary - Karen Acevedo, AO/URC Representative - Kerri Burns, Downtown Campus/ATC Representative - Sarah Ashbrook, North Campus/Nassau Ctr Representatives - Monica Franklin and Shannon Groff, Kent Campus/Cecil Ctr Representative - Mandy Miller, and Deerwood Center Representative - Robin Herriff. Since Lori Cimino was in the middle of a two-year term as one of two South Campus Representatives and was elected APC Chair-Elect, a special election will be held at the South Campus. Between June 1-8, South Campus administrative and professional employees can nominate peers to be on the ballot for the vacant position and elections will be held between June 15-22. All of the newly elected officers and representatives will assume their new roles on July 1 under the leadership of Dr. Tara Haley, the 2023-24 APC Chair. Dr. Haley will do great as the APC Chair and has already proposed many great ideas such as hybrid APC meetings and increasing APC communication with administrative and professional employees at the College.

During the June 1 APC Meeting, Dr. Marc Bose shared the findings of the FSCJ Stay Survey Results.

Previously, it was shared that President Avendano gathered a group of Administrative and Professional Collaborative, Career Employee Council, and Executive Leadership Team members to serve on an Interest Based Problem Solving (IBPS) committee to address the issues and interests regarding the CARE Project. Using IBPS, the committee continues to identify issues, causes and effects, interests, and data/resources needed relating to the CARE Project.

The APC Member Spotlight featured Michael Pugh (April) and Taylor Mejia (May).

Finally, we will continue to invite College President Dr. John Avendano to our monthly meetings to provide us with updates and take time to address higher-level issues.

Respectfully,

Kerry Roth
Associate Director of Student Success
Administrative and Professional Collaborative Chair, 2022-23



Date: June 13, 2023
To: Florida State College at Jacksonville District Board of Trustees
From: Phillip Delacruz, Career Employees' Council Chair, 2022-23
Re: June 2023 Career Employees' Council Report

Chair Bell and Trustees:

There will be no written report provided by the Career Employees' Council (CEC) this month.

Respectfully,

Phillip Delacruz, MFA
Career Employees' Council Chair, 2022-2023
Florida State College at Jacksonville
904-646-2178 / phillip.delacruz@fscj.edu



Date: June 13, 2023

To: Florida State College at Jacksonville District Board of Trustees

From: John A. Woodward, PhD

Re: June 2023 Faculty Senate Report

Chair Bell and Fellow Trustees:

Summer means a lighter set of responsibilities for Senate. However, we are following several projects as they work their way through to fruitful completion in the Fall. These projects include improving our reporting and tracking processes for academic dishonesty and working on a civility and academic freedom campaign for kicking off in the Fall.

Both of these projects are in their nascent phase, but I think both are essentially important to our academics and our community. The project on reporting and tracking academic dishonesty I have mentioned before, so this is not a new issue. Currently, faculty have policies in their classrooms (some lenient some less so) and they act on those policies as per their syllabi. Sometimes, student conduct is reported to the deans; sometimes it is not. Our first step, however, will not be working on large-scale policy changes, but rather on tracking whether we need to work on large-scale policy changes. Ideally, from a faculty point of view, we want a structure that allows us to make a decision in the classroom based on the conduct and gives us confidence that repeat offenses will be dealt with outside of the classroom. At the same time, we will need to have faculty-led discussions about what is and what is not academic dishonesty as well as the severity of dishonesty, especially in the age of AI. These discussions will be more difficult but also very enlightening. We will have this on the Senate agenda and determine the best course of action for addressing these questions when we meet again.

The civility campaign will be a large-scale campaign that will address students, faculty, and staff. We would like to see a large movement on campus to civilize our discussions and interactions, as well as to focus on respecting each other. We also see a need in reminding students of how they must show respect to faculty and model how respectful communication works. This is not in any way intended to dampen lively discussions, though, and we would like to see a discussion of academic freedom be a part of this campaign. I am asking faculty to work on events oriented around the social and cultural importance of academic freedom and free inquiry to the very fabric of human civilization. We feel it is important to remind our students of the special importance of higher education to the future of America and what better way to do it than to give them extra credit for it? We also hope that these events will spark discussion and add to the extra-curricular academic engagement of students – an engagement that may make them think fondly of their time with us and perhaps even return to us as alumni.

These projects will also, perhaps, help with our other major interest in reinvigorating our student-faculty engagement at the institution. And that project, I hope, will help students persist and finish their degrees, either with us or through a university of their choice. I think these projects will bear fruit in encouraging our students to see value in their education that exceeds any sort of transactional thoughts they may have about it.

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June 13, 2023
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As I mentioned in my previous letter, I think this transactional thinking about education is detrimental to their future and to our future as a civilization, which is idealistic I know. However, I am also hopeful that these projects will help our students persist to finish their four-year degrees and at the same time be successful contributors to our social tapestry in Jacksonville.

That concludes my report to the Board.

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: June 13, 2023

To: Florida State College at Jacksonville District Board of Trustees

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

Re: June 2023 Student Government Association Report

Chair Bell and Trustees:

The Student Government Association (SGA) is the voice of the student body at Florida State College at Jacksonville (FSCJ). Please see the following updates and accomplishments for the period between April 2023 and June 2023.

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

- Members of the SGA participated in the Student Activity and Service (A&S) Fee Committee where they heard funding proposals between April 4-7 from various student clubs and areas of the College that receive A&S fee funding. After hearing the proposals, the committee deliberated and determined how the funds were disbursed for use during the 2023-24 academic year.
- On April 7, FSCJ students Jazmyn Arce, Meghann Feeley, and Breana White ran for the position of FSCJ Collegewide SGA President during the 2023-24 academic year. After hearing from all of the candidates as to why they would best serve the students of FSCJ, and a runoff election, Jazmyn Arce was selected by the FSCJ SGA Officers to serve as the 2023-24 Collegewide SGA President. In addition, Cornelius Burkins was selected to serve as the Collegewide SGA Vice President for next year as well.
- Between April 14-15, eleven members of the FSCJ SGA traveled to Daytona State College for the Florida College System Student Government Association (FCSSGA) End of the Year Conference. The students attended professional development workshops, submitted FSCJ's entry into the FCSSGA Scrapbook Competition, and networked with students from across the state. During the 2023-24 academic year, FSCJ student Cornelius Burkins will serve as the FCSSGA Region 1 Coordinator, and FSCJ employees Stephanie Castro and Kara Pinero will serve as the FCSSGA State Advisor and the FCSSGA Region 1 Advisor respectively.
- On April 15, three FSCJ students on the FSCJ Math Team competed against students from multiple Florida College System institutions at the Math Olympics at UNF. The FSCJ Math Team placed fourth overall in the competition with only two weeks of preparation.
- On May 11, students in the FSCJ Symphonic Band and Chorale performed at the FSCJ Commencement Ceremony at the Jacksonville Veterans Memorial Arena.
- On June 6, SGA officers Lithal Asoullina, Meghann Feeley, and Azeem Rahaman helped facilitated an Event Planning education session for area high school students that attended the Student Leaders Mini-Conference as part of the Civics Career Academy.
- On June 7, the 2023-24 *FSCJ Experience Magazine* returned from the printer to be distributed during the fall term. The annual arts and literature magazine is edited and designed by FSCJ students and features work by fellow FSCJ students.

On behalf of the student body, we extend our deepest gratitude to the District Board of Trustees and College 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,
Jazmyn Arce
FSCJ Collegewide Student Government Association President