

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the November 8, 2022, Regular Meeting
North Campus, Room A-236, 1 p.m.**

PRESENT:

Michael M. Bell, Chair
 Laura M. DiBella, Vice Chair, Nassau County (via remote attendance)
 Jennifer D. Brown
 D. Hunt Hawkins
 Aaron A. Miri (via remote attendance)
 Roderick D. Odom
 Andrew B. Shaw

ABSENT:

O. Wayne Young, Vice Chair, Duval County
 Thomas R. McGehee, Jr.

CALL TO ORDER:

Chair Michael Bell called the meeting to order at 1 p.m. and welcomed those in attendance. He acknowledged the presence of Trustee Laura DiBella and newly appointed Trustee Aaron Miri via remote attendance.

Chair Bell shared information relating to the Board's newest member, Mr. Aaron Miri, stating he succeeds Shantel Davis and his appointment is subject to confirmation by the Florida Senate.

Additionally, Trustee Miri shared a brief bio of himself, noting he was thankful to have the opportunity to serve the community and College. The Board welcomed Trustee Miri.

PLEDGE:

Chair Bell led the Pledge of Allegiance.

COMMENTS BY THE PUBLIC:

Chair Bell 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 Bell 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 November 8, 2022; Pages 202300232 – 256)

Chair Bell 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 September 13, 2022, Finance & Audit Committee Quarterly Meeting, on agenda pages 232 – 234; September 13, 2022, Board Workshop, on agenda pages 235 – 239; and September 13, 2022, Regular Meeting, on agenda pages 240 – 256, and there were none.

MOTION: (Brown – Shaw) The motion was made to approve the FSCJ DBOT minutes – as a slate – from the September 13, 2022, Finance & Audit Committee Quarterly Meeting; September 13, 2022, Board Workshop; and September 13, 2022, Regular Meeting, as recommended.

Motion carried unanimously.

REPORT OF THE COLLEGE
 PRESIDENT:

Hurricane Ian Relief Efforts:

College President John Avendano, Ph.D. shared with the Board information relating to Hurricane Ian Relief Efforts:

- FSCJ, in conjunction with the Association of Florida Colleges, collected food, water and personal hygiene items to assist students, faculty and staff from sister institutions, who were affected by Hurricane Ian. The College also donated more than 130 laptops and other critical IT equipment to help their students.
- The FSCJ Foundation donated \$2,500 to each of the three state colleges impacted by Hurricane Ian: South Florida State College in Avon Park, Florida Southwestern State College in Fort Myers, and State College of Florida in Bradenton.
- Additional monetary donations can be made directly to their foundations.
- He greatly appreciated everyone who stepped up to assist FSCJ's sister colleges, noting it is great to know the College has such a caring and responsive community.

Power of Possible Recap:

President Avendano provided the Board with a recap of the Power of Possible event:

- He thanked everyone who attended the Power of Possible event on Thursday, October 20 at Cummer Museum of Art and Gardens.
- The event was presented by Florida Blue and featured Best-Selling Author and Motivational Speaker Jon Gordon, both of whom made additional contributions to the success of the event.
- FSCJ was also pleased to welcome two student speakers, April Peterson and Marjan Ahmadzada, who shared their inspirational stories and appreciation for our donors.
- Funds raised will go towards the Power of Possible Scholarship Fund.

Northeast Florida Jobs Initiative:

President Avendano shared with the Board information relating to the Northeast Florida Jobs Initiative:

- Several months ago, he had a conversation with Bank of America (BOA) Market President Mark Bennett on how to get some of the Business leaders integrated into FSCJ's programs through the Northeast Florida Jobs Initiative.

On October 18, the College held the first Industry Connections event focused on the Information Technology (IT), Healthcare and FinTech fields. FSCJ and BOA partnered with the College's FinTech initiative on campus and employers from all three industries participated.

- Hiring managers, employers and industry experts went to breakout sessions with students to engage in conversations ranging from the latest industry advances to advice on balancing career and stress.
- The healthcare breakout session had employers from Baptist Health, UF Health Jacksonville and Mayo Clinic. The IT/FinTech employers included First Florida Credit Union, Duval County Public Schools, CSI Companies and FSCJ. Both sessions were moderated by FSCJ faculty and questions were all provided and generated from the 20 students in attendance.
- The College was also pleased to have additional FSCJ IT faculty as well as DBOT Board Chair Michael Bell, in attendance.
- Keynote Speaker Melissa Fulmore-Hardwick, who is the Chief Information Officer at CSI Companies, provided a wonderful motivational speech during lunch.

Master Planning Business Leader Meetings:

President Avendano shared with the Board information relating to the Master Planning Business Leader Meetings:

- FSCJ recently hosted a forum for business and community leaders in Duval County to gather input from industry leaders to help shape the FSCJ Master Plan.
- FSCJ is planning to host a smaller forum in Nassau in the coming months in order to gain input from our valued partners in Nassau County as well.

Capital Campaign Preparation:

President Avendano shared with the Board information relating to the Capital Campaign Preparation:

- The FSCJ Foundation is working with a consultant company, Gonsler Gerber, on information gathering as FSCJ prepares to launch a College and Community wide

Capital Campaign to help raise money for programs, facilities and other areas at the institution. FSCJ is currently meeting with internal and external stakeholders to determine areas of focus for the campaign.

The early recommendation is to pause the initial phase in order to make sure our institutional Foundation structure is in the best position to conduct a successful campaign. The next phase will be the feasibility study.

- There will be more to come on this topic, and a significant part of the January 2023 DBOT Deep Dive Workshop/ Planning Meeting.

New Website Launch:

President Avendano shared with the Board information relating to the new Website Launch:

- The all-new FSCJ.edu is on target to launch in the coming weeks.
- The process began with a Six Sigma review, looking at best practices, data, analytics and stakeholder feedback to work toward improving the current and potential student experience.
- The new site was designed to offer a more dynamic, but streamlined, experience for visitors so they can find what they are looking for quickly and easily, and the College can ensure information is presented consistently.

Pizza with the President:

President Avendano shared with the Board information relating to the Pizza with the President lunch meetings:

- Over the past six weeks or so, he has enjoyed the opportunity to meet with students at the College's different locations for "Pizza with the President."
- There will be one more lunch meeting scheduled at the Nassau Center.
- These open conversations allow the President to hear candid student feedback on their experiences with registration, orientation, facilities and more. All input is compiled for consideration during future decision making.

Elected Official Meetings:

President Avendano shared with the Board information relating to the Elected Official Meetings:

- He has been working with the College's lobbyist team at Southern Group to meet with some of our local and regional elected officials.

- He recently met with House Speaker-designate Paul Renner and shared some of FSCJ's top priorities for the year, including:
 - Veterans Center.
 - Expansion of our Health Career Programs.
 - Career and Job Placement Center Expansion.
 - FSCJ Manufacturing and Advanced Technology Center.

Data Dashboard:

President Avendano shared with the Board information relating to the November 2022 Data Dashboard/high-level view of the institutional data sets:

- Fall Term College Credit Enrollment:
 - Down -5.6% credit hours compared to fall 2021.
 - Represents 96.2% of overall enrollment for fall 2021.
 - When compared to fall 2020, college credit enrollment is down -24,665 credit hours.
- Spring Term College Credit Enrollment:
 - When the Data Dashboard was provided to the Board – enrollment was down -9.3% credit hours compared to same day in the enrollment cycle for spring 2022.
 - Since the Data Dashboard submission ten days ago, enrollment has climbed a bit. As of yesterday, enrollment status is up by 2% as the College goes into the Spring Term, which has a significant impact on how the College formulates the budget for next year.
 - The College has a lot of effort going into immediate strategies to impact enrollment for the Spring Term, even now. FSCJ is also layering in longer term strategies, such as application, registration, persistence, retention and student success. The College is moving forward with these strategies to ensure everything is being done to help with enrollment goals going forward for the institution.
- Foundation Performance Summary Report:
 - For the fiscal year ending August 30, 2022, non-endowed giving was more than \$1.7 million and total revenue for the FSCJ Artist Series was more than \$17.6 million.
 - There is a comparison of available funds to usage as well.

- Spotlight on Skilled Trades Programs, which are areas of opportunity for the College:
 - Electricity Career Certificate.
 - Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) Career Certificate.
 - Welding Technology Career Certificate.

- Finance Report shows actual revenues and expenditures compared to budget for the period ending September 30, 2022 and September 30, 2021
 - Unrestricted Fund Revenues were down approximately \$1.2 million, primarily related to a decline in enrollment.
 - Expenditures were up approximately \$800,000, mostly due to an increase in insurance, utilities, data software and subscriptions. These three areas of expenses are additional areas for opportunities to reduce costs. As an institution, the College will be reviewing all areas to save where possible.
 - The Restricted Fund Revenues and Expenditures reflect both student and grant activities, so the federal stimulus funds also account for the significant increase. Most of the funds have been expended, which reduces the available amount in the 2023 fiscal year.

- Grants Report:
 - For the 2021-22 award year, FSCJ received close to \$16 million in grants.
 - So far in the 2022-23 award year, FSCJ has received more than \$11 million.

CONSENT AGENDA:
(Ref. Board Agenda for
November 8, 2022; Items 1
through 5, Pages 202300257 –
263)

Chair Bell 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, and there were none.

ACTION ITEMS:
(Ref. Board Agenda for
November 8, 2022; Items 1
through 5, Pages 202300264 –
278)

MOTION: (Hawkins – Shaw) The motion was made to approve the Consent Agenda, as recommended. (Appendix A)

Chair Bell 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, Administrative Procedure Act – Board Rules, Section 6 – Business Services, on agenda pages 265 – 266.

MOTION: (Brown – Odom) The motion was made to approve revised Board Rule 6Hx7-6.1 – College Facilities under Section 6 – Business Services.

Chair Bell 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.A., Human Resources: Collective Bargaining Agreement (Full-time Faculty), on agenda pages 266-A – 266-G.

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

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

Motion carried unanimously.

Prior to moving forward, President Avendano shared his deep appreciation to the Faculty Union and College Administration teams for their countless hours on the two CBA Articles as well as their contribution and commitment to the process.

Additionally, the United Faculty of Florida (UFF) – FSCJ Chapter President Dr. Jason Gibson forwarded a message to the President asking him to share with the Board the faculty's appreciation for their continued support.

President Avendano presented the administration's recommendation on Action Item 3, Finance: FSCJ ACCESS Program, on agenda page 267.

MOTION: (Brown – Hawkins) The motion was made to approve the FSCJ ACCESS Program, as recommended.

Chair Bell 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: Fiscal Year 2022-23 Operating Budget Amendment No. 2, on agenda pages 268 – 269.

MOTION: (Hawkins – Shaw) The motion was made to approve the Fiscal Year 2022-23 Operating Budget Amendment No. 2, as recommended.

Chair Bell 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, Facilities: Deerwood Center Spot Survey 2 Version 3 dated September 20, 2022, and Amended Project Priority List dated November 8, 2022, on agenda pages 270 – 278.

MOTION: (Odom – Brown) The motion was made to approve the Deerwood Center Spot Survey 2 Version 3 dated September 20, 2022, and Amended Project Priority List dated November 8, 2022, as recommended.

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

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
November 8, 2022; Items
A – E, Pages 202300279
– 341)

Chair Bell asked the Board if there were any questions or comments related to Information Items A – E, on agenda pages 279 – 341, and there were none.

REPORT OF THE BOARD
 CHAIR:

Chair Bell reported he recently had the opportunity to attend the Power of Possible scholarship event held on October 20, 2022, at the Cummer Museum of Art and Gardens. He was pleased to see students at the table this year, noting it made a huge difference. Chair Bell thanked President Avendano and the FSCJ Foundation for hosting such an inspirational event.

REPORT OF TRUSTEES:

There were no reports provided by Trustees.

REPORT OF THE BOARD
 FINANCE & AUDIT
 COMMITTEE CHAIR:

The FSCJ Finance & Audit Committee Chair Hunt Hawkins provided the Board with an overview of the written report relating to the November 2022 quarterly meeting. (Appendix B)

The next meeting of the FSCJ Finance & Audit Committee is scheduled for Tuesday, February 14, 2023, at the College' Administrative Offices, Room 406. The Committee will meet at 10:45 a.m.

REPORT OF THE
 ADMINISTRATIVE AND
 PROFESSIONAL
 COLLABORATIVE (APC):

Administrative and Professional Collaborative Chair Kerry Roth provided the Board with a written report relating to current APC initiatives and activities. (Appendix C)

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 D)

REPORT OF THE FACULTY
 SENATE (Senate):

Faculty Senate President Dr. John Woodward addressed the Board and presented an overview of the written report relating to current Senate initiatives and activities. (Appendix E)

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 F)

NEXT MEETING:

Chair Bell announced the Board will meet on Friday, January 27, 2023, for a Deep Dive Workshop/Planning Meeting beginning at 9 a.m.

The next regular meeting of the Board is scheduled for Tuesday, February 14, 2023, at the College's Administrative Offices, Board Room 405, 1 p.m.

TOUR OF FSCJ NORTH
 CAMPUS:

Chair Bell announced that following today's meeting Trustees would be provided with a guided tour of the College's North Campus, to include the Dental and selected Health Care areas. He asked Trustees to remain if they were available to attend the tour.

President Avendano acknowledge Taylor Mejia, from the Southern Group, noting his appreciation for her attendance at today's meeting.

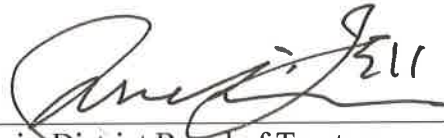
ADJOURNMENT:

There being no further business, Chair Bell declared the meeting adjourned at 1:38 p.m.

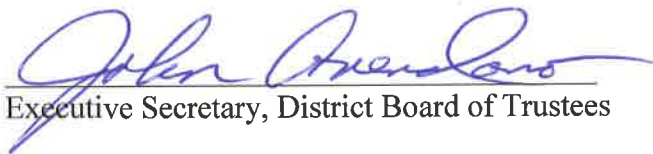
TOUR OF FSCJ NORTH
CAMPUS:

FSCJ Dental Programs Instructional Program Manager Dr. Jeff Smith led the tour of FSCJ's Dental Hygiene Clinic at North Campus, and Health Care Programs Simulation Lab Coordinators Tricia Martin and Tiffany Williams led the tours of the selected Health Care areas. President Avendano, Chair Bell and Trustees Brown, Hawkins and Odom were in attendance. There were no decisions made while the tour was conducted. The tour convened from 1:42 – 2:53 p.m.

APPROVAL OF MINUTES:



Chair, District Board of Trustees



Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Secretary to the Board

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. CA – 4.

| | |
|---------------|---|
| Subject: | Purchasing: North Campus Paving & Stripping Parking Lots 1-4 & 6 Plus Service Roads and new JTA Bus Route |
| Meeting Date: | November 8, 2022 |

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to enter into a satisfactory construction contract in the amount not to exceed \$ ~~TBD~~ \$1,367,804.00 with ~~TBD~~ Pars Construction Services, LLC as the responsive low bidder meeting the construction documents for the North Campus Re-Pave & Stripping Parking Lots 1-4 & 6 Plus Service Roads and JTA Bus Stop.

~~Due to an October 27, 2022 bid closing date, this bid is in the process of being evaluated and will not be completed until November 4, 2022.~~

BACKGROUND: The asphalt paving at the North Campus parking lots and drives are original to the campus. The paving is at end of useful life and must be re-milled and re-paved. At select locations roots from large canopy trees have caused cracking to the pavement. In addition, the pavement profile to the bus stop on campus was never designed for buses. This has resulted in the deterioration of the compacted subgrade, base and pavement along the drive to Lot 6. Another challenge we are faced with is that the bus stop at Lot 6 discharges exhaust fumes into the fresh air intake at Building D.

Historically, FSCJ has found that ridership on the JTA bus system is largely local residences and not our students, faculty and staff. Based on this understanding, we have worked with JTA to relocate our campus bus stops to outlying parking lots to better serve the community. This has improved security on campus.

Faced with the challenges described above the College selected CPH Consulting LLC (Formerly known as CPH, Inc.) as the Engineer of Record for this project based on their extensive experience in civil engineering projects. CPH presented a final design that relocated the JTA bus stop to Parking Lot 4 and re-paved existing parking lots 1 – 4 and 6. The St Johns River Water Management District (SJRWMD) approved the engineer's design on 9/12/22 and issued storm water permit #76116-2.

A formal Invitation to Bid solicitation was issued to 47 licensed general and paving contracting firms. As required by the State Requirements for Educational Facilities Section 4.1, the solicitation was also posted on the Florida's My Florida Market Place Bidding System and published in the Florida Times Union. ~~TBD~~ Two firms submitted cost bids and three firms submitted No Bids on October 27, 2022. ~~TBD~~ Pars Construction Services, LLC is being recommended as the successful low bidder meeting the qualifications and contracting experience.

RATIONALE: Authorization to award this contract to the responsive low bidder meeting specifications is pursuant to State Board Rule 6A-14.0734 and will allow the project to proceed as scheduled.

FISCAL NOTES: The required funding will come from State Deferred Maintenance ~~PECO~~ funds and Capital Improvement Fee/Local funds as approved in the Capital Outlay Budget.

REPORT OF THE FINANCE & AUDIT COMMITTEE
COMMITTEE CHAIR, TRUSTEE HUNT HAWKINS
NOVEMBER 8, 2022

Dr. Ford discussed the Summary of Net Position, Revenues, and Expenditures as of September 30, 2022. The Liabilities, Deferred Inflows & Net Position net \$49 million. Revenues are trending down due to the 5.7% decrease in enrollment for the Fall semester. Currently, Spring semester enrollment is trending upward and if realized, will have a positive impact on the budget. State Appropriations and other sources of revenues which include contracts and grants and auxiliaries are trending as anticipated. The remaining HEERF funds are being used to cover tuition and fee revenue loss through FY 2022-23. Expenditures are also trending as anticipated. However, the projection for salary expenditures has been reduced to adjust for the current number of job vacancies.

Mr. Steve Stanford provided a review of the threshold for student financial holds. Currently, if a student owes more than \$25.00, a financial hold is placed on the account prohibiting the student from registering for classes. As of November 1, 2022, there were 841 students with debt less than \$250.00. A major reason for the debt includes the dropping of classes which could result in a reduction in financial aid. In these cases, students may have had a book voucher for the classes dropped and not returned the book thus creating additional debt. The College is determining the feasibility of raising the delinquency debt threshold from \$25.00 to \$250.00. Raising the threshold will help students continue to matriculate which will have a positive impact on persistence, retention, and completion.

Mr. Cleve Warren in collaboration with representatives of PFM Asset Management, LLC provided an overview of the Investment Reports for the Surplus Fund Account (Operating Fund) and the Quasi Endowment Fund for the quarter ending September 30, 2022. A current financial snapshot along with a market update were also provided. The account balance under the management of PFM for the Quasi Endowment Fund as of November 4, 2022 was \$5.9 million and the balance for the College surplus funds was \$33.9 million.

This concludes my report.



Date: November 8, 2022
To: Florida State College at Jacksonville District Board of Trustees
From: Kerry Roth, Chair of the Administrative and Professional Collaborative, 2022-2023
Re: November 2022 Administrative and Professional Collaborative Report

Chair Bell and Trustees:

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

On Thursday, October 27, the APC hosted the October Brown Bag Lunch: Guided Pathways and DEIB. Dr. Deb Fontaine, AVP of Strategic Priorities, and Lisa Moore, Chief Diversity, Equity and Inclusion Officer/Executive Director of Employee Relations were the featured speakers and provided an overview of the recent updates to the Guided Pathways to include our DEIB efforts and initiatives in creating a Culture of Success and Inclusion. Julie Hindall of JAXUSA has been invited to serve as the next guest speaker for the APC Brown Bag Series in January 2023.

Dr. Avendano has 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 is currently identifying issues, causes and effects, interests, and data/resources needed related to the CARE Project.

The APC Bylaws and Outreach Committee has identified potential areas of the APC Bylaws that can be revised. APC members will review the suggested changes and vote electronically to accept or deny the changes.

The October 2022 APC Spotlight employee was Michael Litchfield, Associate Director of Student Support Services and the November 2022 APC Spotlight employee is Aaron Hanlin, Honors Program Director.

Finally, the APC is working with the FSCJ Chapter of the Association of Florida Colleges (AFC) and Career Employee Council (CEC) to host a Winter Gala that will occur on Friday, December 2, 2022, from 6:30-9 p.m. at the FSCJ Deerwood Center and will include hors d'oeuvres, a cash bar (beer, wine, soda), door prizes, a performance by the FSCJ Jazz Band and music by DJ Steven McCrary. Tickets will be \$27.50. Wear your festive holiday attire and come celebrate the season with colleagues and friends.

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, 2022-2023



Date: November 8, 2022

To: Florida State College at Jacksonville District Board of Trustees

From: Matt Wetzel, Career Employees' Council Chair, 2022-2023

Re: November 2022 Career Employees' Council Report

Chair Bell and Trustees:

This will be my last report as the Career Employees' Council Chair. I had to step down as chair since I accepted a new position at the College as the Associate Director of Dual Enrollment. The new chair of the Council will be Phillip Delacruz. I have great confidence that he will do an excellent job in supporting the career employees. He works as a Faculty Development Specialist in the Office of Training and Organizational Development. He is a current member of the CARE Project Interest Based Problem Solving Committee and serves on many other collegewide committees. The Council continues to meet monthly to address items of concern and ways to improve the employee experience at the College. The Council has received feedback from career employees that a hybrid meeting option would allow for more employee engagement.

On September 10, members of the Council participated in the Heart Walk to support the American Heart Association. We created a team with the Association of Florida College's (AFC) FSCJ Chapter, and the Administrative and Professional Collaborative (APC) called "United We Walk". Our team raised over \$1,600 for the American Heart Association. We want to thank everyone who participated and contributed to this wonderful cause.

The Council met on September 15 and October 20 for our monthly meetings. Our September meeting took place at the Nassau Center for our Annual Planning Retreat. At the retreat we utilized the Outdoor Center for a few team-building exercises; then met to discuss ideas and plan for the upcoming year. The Council would like to thank Provost/Vice President of Academic Affairs Dr. Wall for providing funds for a continental breakfast and lunch for the retreat. Our October meeting took place at the Advanced Technology Center during this meeting we discussed our annual poinsettia sale, provided an update on the CARE Project and I submitted my letter of resignation to the Council. We will be sending out poinsettia sale information in the upcoming weeks, so be on the lookout. Lastly, the Council has partnered with the AFC and APC for an upcoming Winter Gala to be held on December 2 at 6:30 p.m. We are working to get information out regarding the event and ticket prices shortly.

The CARE Project continues to be a topic of discussion at our monthly meetings, and we have asked members to send in their interests and data collection items to the Council. These items will be used during the CARE Project Interest Based Problem Solving Committee discussions as the Council has representation serving on the committee. We are hopeful that we can come to a resolution that will benefit both the career employees and the College.

The Book Scholarship application for the fall was sent out to our career employees. We awarded (3) \$150 scholarships for the fall term. The recipients of the fall book scholarship were Melissa Bradley, Jenni Reid, and Alec Spicer.

The Council is committed to the Mission, Vision, and Values of FSCJ. Additionally, we are committed to ensuring that students have a positive and successful student experience. Lastly, we look forward to continued collaboration as we continue to make FSCJ a great place for our students to achieve their educational goals and for our current and future employees to achieve their career and professional goals.

On behalf of the career employees, we express our appreciation to the District Board of Trustees for your time, effort, and support that you bring to the College community, staff, and our students.

Respectfully,

Matt Wetzel

Career Employees' Council Chair, 2022-2023

Florida State College at Jacksonville

904-381-3707 / matt.wetzel@fscj.edu



November 8, 2022

To: Florida State College at Jacksonville District Board of Trustees

From: John A. Woodward, PhD

Re: November 2022 Faculty Senate Report

Chair Bell and Fellow Trustees:

We have passed the midway mark of the semester and our schedules, due dates, assignments, grading are all piling up. It is a hectic time of year. Senate will meet for the third time on November 3, and we are focused on continuing the faculty-student engagement work. We will also debate the merits of recommending a move to a 'plus-minus' grading scale for the final grade. We will approach other issues related to our online practices, scheduling, online proctoring, and creating a Senate repository of good practices in pedagogy, academics, and engagement in due time – though this year might be too far gone for some of that work.

Faculty-Student Engagement has been a main theme in many of my recent letters. It is one of the main themes in Senate meetings as well. Our engagement efforts seem to be bearing fruit, but we will not know for certain until we go through the next CCSSE evaluation in the Spring. Our most recent push was to ask faculty to update their profiles in Canvas. The information from these profiles is being used in our directory on the website, further allowing students to “see” the faculty member they have classes with and to be able to understand something about that faculty member before they even get into the class. I think this will help erode the distance that has seemingly grown between the faculty and students.

We are also continuing to promote the use of clubs and student-oriented events. Kerry Roth has long been a strong promoter of developing our student life and making things easier for faculty who want to increase their engagement. He and I have met on several occasions and thanks to his excellent work I have begun a communication plan to the faculty to promote engagement, club activities, and student-oriented events. This too, I think, is bearing fruit and more and more faculty are coming to realize we have various clubs on different campuses and are advertising those clubs to their students. This work will help create a more collegial atmosphere on campus. And events such as “Real Talks” where open and civil conversation on complicated topics is front and center are the best examples of what it means to have a lively and civil atmosphere at an institution of higher education. I think most of us with degrees remember the events, discussions, interactions we had with faculty and fellow students outside of the classroom as much as, if not more than, what we learned inside the classroom. That is what we are working to provide our students as well. And I feel this is crucial to meeting our equity goals. Students from our community deserve those experiences and deserve to be respected for their ideas and opinions as much as any other citizen. We can provide the space for that to happen.

Enrollment, however, is something faculty do not control, and over which faculty have little direct influence. The faculty are encouraging students to sign up for the Spring semester. But the steady decline in enrollment concerns me and my colleagues because of our moral responsibility to our community. We hear our students' anecdotes in class and they suggest that those who are most affected are those who come from disadvantaged communities. We must work on improving and

November 2022 Faculty Senate Report
November 8, 2022
Page 2

streamlining these processes to work towards the ATD goals we have set for ourselves, if not only out of a sense of responsibility to the community. I know that streamlining our processes – as other institutions around the state have managed – is high on the list of priorities for Dr. Avendano and I want to thank him profoundly for that. Faculty cannot fulfill our mission if we have no students. Better processes and better, more convenient and complete scheduling of our classes will also inevitably improve our academics. To wit, I have heard from students that our new app, myGradPlan, is proving to be very helpful for those students in making their course selections. Our offerings need improvement (so I was told by a student just yesterday in class), but we are definitely making progress in that vein.

Of course, part of the enrollment issues could be related to more students choosing more convenient educational opportunities, and our work in bettering our online pedagogy, while also retaining the rigorous nature we expect in higher education, is making a real difference there. We want to continue to produce high quality graduates for the work force and for their choices in continuing education, especially since that should create a positive feedback loop and help us to grow enrollment. That work is never ending, for sure, but we are confident that with the work of the Faculty Academy and the brilliant Audrey Antee (who steps into the role of the equally brilliant Susan Slavicz) we are positioning ourselves to dramatically improve our online pedagogy and course design. The pandemic had the effect of moving most all of our faculty online, and our professional development opportunities are in place to provide continual improvement for our faculty and our students. The betterment of those outcomes especially with the work of the QEP will be the result.

Finally, we still have many processes to work on to better the experiences of our students and to better the experiences of our faculty. I am confident these are priorities for the administration. And I have seen in my tenure as Faculty Senate president great and positive change over the last few years. We have many hills still to climb and bridges still to cross, not the least of which is developing a culture of helping at the College. Two core principles should drive all of our activities: help students and help faculty. With those principles, I think an institution of higher education can achieve anything. And I know our students can.

That concludes my report to the Board.

Respectfully,



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Date: November 8, 2022

To: Florida State College at Jacksonville District Board of Trustees

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

Re: November 2022 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 September 2022 and November 2022.

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

- Members of the SGA help promote the Student Climate Survey Kickoff on September 22. The survey will help measure campus experiences and services and help us to provide a safer, more equitable, and inclusive learning environment for everyone.
- During the month of October, the FSCJ H.O.P.E. Food Pantry hosted Drive-Thru Marketplace events at the Nassau Center, Cecil Center, and 20 West Housing.
- The SGA and Campus Student Programming Boards hosted a variety of Fall Fests, Hispanic Heritage Month Celebrations, and Halloween-themed social events throughout the month of October.
- On October 17, the Center for Cultures, Languages and Societies hosted a Myths and Legends event after previously hosting a Night in Mexico event on September 15.
- During the week of October 18, the SGA and Student Conduct collaborated for tabling related to National Collegiate Alcohol Awareness Week. Information and activities were provided to help students understand how alcohol affects them and as well as strategies students can utilize for effective bystander intervention to help others.
- On October 21, 13 students completed the FSCJ Leadership Certificate Program.
- On October 23, six members of the FSCJ eSports Club traveled to the Homestead-Miami Speedway to participate in Rocket League Tournament that was occurring during the NASCAR race.
- From October 29 until Nov 1, eight students in the Legal Study Association traveled to Washington, D.C. for professional and personal development.
- On October 30, the Men's and Women's Cross-Country Teams participated in FCSAA/NJCAA Region 8 Cross-Country Championships where 10 personal records by FSCJ students resulting in the fastest average time in BlueWave history.
- On November 4-5, the SGA Presidents and Vice Presidents will attend the Florida College System Student Government Association (FCSSGA) November State Leadership Conference at Polk State College. They will attend personal and professional development education sessions as well as network with students from across the state.
- The students involved in the FSCJ Experience Literary Magazine have completed editing the 2022 edition of the magazine and it will print shortly. In addition, the Experience is also hosting 63rd Annual Florida College System Publications Association Conference and Awards Banquet at the Kent Campus on February 9-11.
- The FSCJ Forensic Team will host the 21st Annual Star Invitational Forensics Tournament at the Kent Campus between November 10-12.

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