



BOARD HIGHLIGHTS

A Report of the FJC District Board of Trustees Meeting

Board Selects Interim President

The Florida Junior College at Jacksonville (FJC) District Board of Trustees unanimously voted to select Lee Henderson, Ed.D., as FJC's Interim President. The decision was made during the Board's OCTOBER 24, 1984 MEETING.

Dr. Henderson, recently retired Director for the Division of Community Colleges — Florida Department of Education, will begin his new duties at FJC on Nov. 5, 1984 and is expected to remain with the college until May 6, 1985 or until a new college president is selected. Dr. Henderson earned his doctoral degree in education from the University of Florida.

Administrative Changes Approved

The Trustees approved a new internal structure that eliminates the position of Executive Vice President and creates eight executive officer positions that report directly to the college President. These officers include Vice President of Planning and Development Dr. Charles O. Ferguson, Vice President of Finance Jackson L. Spears, Vice President of Student Services and Development Dr. Charles R. Dassance, Vice President of Curriculum and Instruction Dr. E. Timothy Lightfield, Vice President/Provost — Downtown Campus Dr. Edgar C. Napier, Vice President/Provost — Kent Campus Dr. Kermit C. Miller, Vice President/Provost — North Campus Dr. Ezekiel W. Bryant, and Vice President/Provost — South Campus Dr. Oliver R. Finch.

Under the new organizational plan, the responsibility of the four functional vice presidents will be to provide college-wide leadership within their functional areas and to formulate Board Rules and administrative policies and procedures. The four Vice President/Provost position responsibilities include serving as chief administrators of their respective campuses and serving to manage the day-to-day operations of their campuses.

Department's reporting to the functional vice presidents are as follows:

Vice President for Planning and Development

Administrative and Plant Services
Alumni Relations
College Relations
Data Processing
Facilities
Physical Plant
FJC Foundation

Vice President for Finance

Accounting
Payroll and Disbursements
Purchasing

Vice President for Student Services and Development

Counseling and Testing Services
Testing
Admission Services
Athletics
Financial Aid and Veterans Affairs
Financial Aid
Student Activities
Registrar
Assistant Registrar

Vice President of Curriculum and Instruction

General Education and Transfer Studies
Learning Resource and Technical Services
Occupational and Adult Education
Institutional Research
Educational Resource Development

Also reporting directly to the President are Director of EA/EO Eleanor Gay, Director of Staff and Program Development Dr. Duane Dumbleton, Director of Personnel Steve Huntley, College Counsel Steve Robbins and Director of Internal Audit Michael Byrnes.

Sponsored Programs Approved

The Board approved two sponsored programs, "Computer Assisted Employability Skills" and "Screening Center/Evaluation Services" during its meeting. The computer program will enable FJC to systematically provide job-readiness training for students and

the screening center program is designed to eliminate barriers discouraging handicapped students from participating in postsecondary vocational education programs and boost handicapped enrollment in these programs.

Also approved were two student study/travel programs to Europe: one for humanities students and one for interior design students. Both tours will leave for Europe May 26, ending June 19, and each will provide three college-credit hours for the students. The tour will be coordinated by Dr. MaryAlice Webb.

Sick Leave Pay Okayed

The Trustees voted to approve payment of accumulated sick leave upon termination of employment for full-time employees at the rate of 45 percent during and after their seventh, eighth and ninth year of service and at the rate of 50 percent during and after their tenth year of service.

Some Temporary Instructors To Receive Compensation

The Board agreed to approve a new ruling that allows temporary instructional personnel residing in Duval County and teaching in Nassau County to receive additional compensation of \$45 for each class session, not to exceed \$675 per term.

Travel And Per Diem Policies Established

Establishment of policies and procedures in regard to travel were approved by the Board as follows: the procedure shall establish the level, need, benefit and approval of college participation in international education; the procedure shall require prior approval by the Board for all employee and student travel outside the Continental United States; the procedure shall require a benefit statement from the traveler justifying the necessity for the travel, the best interest of the college

and use of the traveler's time; the procedure shall provide that the traveler and supervising administrator, when approving Line of Duty Leave, consider time away from the college as to reasonableness when recognizing that primary duties at the college will be given first priority.

Minority Recruitment Report Presented

The Board heard a special report on a recent research project conducted for FJC by Group Attitudes Corporation. The report was conducted to support the efforts of FJC in recruiting and retaining minority students and involved the polling of five audience groups in Duval and Nassau counties. The groups surveyed were the general public, employers, community opinion leaders, prospective college students who are now in high school and the parents of high school students.

At the meeting, Dr. Wygal announced the formation of a college-wide recruitment and retention committee whose purpose will be to study the report and make recommendations as to its efforts in recruitment and retention of minority students.