

Strategic Planning and Effectiveness Committee

October 7, 2014

In attendance: Bobby Smith, Sara Cooper, Dr. Bruce Blanding, Dr. Larry Bailey, Dr. Richard Coppings, Dr. Leslie West Sands, Dr Liz Mayo (for Arts & Sciences and SACSCOC), Sara Youngerman, Teri Messer, Carla Simpson, Candyce Sweet (for Faculty Council), Sandy Stanfill, Patrick Davis (for Academic Support), Jack Laser, Horace Chase, Elaine Williams (for OIT), Gerald Batchelor, Tim Dellinger, Dee Henderson, John McCommon, Amy West, Cindy Werner, Angie Brown, Countance Anderson, Heather Freeman (President's Office), and James Mayo (QEP).

Absent: Linda Nickell, Darron Billings, Andrea Winchester, Robin Marek, Linda Davis

1. What is SPEC? What does SPEC do? Who makes up SPEC?
 - Introduction of members by function
 - SPEC is an advisory to the President that serves to coordinate college-wide effectiveness and efficiency processes. SPEC provides support for SACSCOC reaffirmation activities, and the Committee oversees strategic planning efforts and activities.

2. College Mission Statement: Jackson State Community College provides accessible learning opportunities that enhance the lives of individuals, strengthen the workforce, and empower our diverse communities by offering traditional and contemporary associate degrees, certificates, continuing education and enrichment, and college-readiness programs.
 - What are some things that the College does that prove we follow our Mission?
 - Accessibility: We make it very easy to take courses by offering them in multiple locations and by multiple modalities.
 - Empower our diverse communities with International Student Association and Human Rights Club.
 - Strengthen the workforce with the new AMT cooperative cohort and increase in workforce development training.
 - Provide college-readiness with SAILS program in local high schools (at no cost to students) and the Academy program that prepares students for college level courses.
 - Lifetime Learning department offers personal enrichment and continuing education opportunities for almost all demographics and age ranges.

Is there anything that the College currently does that goes against our Mission?

The Committee unanimously said "No."

There is a survey currently being done by staff and faculty about the College Mission.

The IR Office has many business card sized copies of the Mission. HR will put them in new employee packets.

3. ROTC Memorandum of Agreement:
 - Does this agreement still fit the needs of our students and the Mission of the College?
 - The Committee agreed that the current function of ROTC still fits the College Mission. We only have two students currently enrolled in the Military Science courses now offered at the UT Martin Center in North Jackson. This agreement will be reviewed by the Army and UT Martin in January 2015.

4. SACSCOC Reaffirmation Update: Dr. Liz Mayo
 - The Team Leads are meeting each week with Dr. Mayo and Dr. Bailey. The internal due date is October 31. The document will then be sent to Dr. Blanding and an outside reader for review. The student complaint log is in place. Faculty evaluations have been altered and will now be used for adjunct faculty as well. Faculty readers will be coming on board in November. We will have greater involvement of faculty from all divisions going forward. The Compliance document is due to the Commission on March 2, 2015.

5. Assessment of Administrators: Bobby Smith
 - The survey was opened in spring of 2014 and available until after in-service in August 2014. There was a 50.8% response rate (above from 40%).
 - If a supervisor has four or fewer responses, he/she will not receive individual results. He/she would receive a composite report for that position level.
 - We will be assessing again in the spring term of 2015. Employees will be educated more on the anonymity of the tool and the processes used to ensure this.
 - More value needs to be added to the tool. It is recommended that this become a development tool as part of the annual evaluation process. The Assessment itself is not to be used as an evaluation.

6. Enrollment: Bobby Smith
 - Dual Enrollment: 867 students that graduated from high school in May 2014 and had completed at least one DE course at JSCC is now enrolled as a new student.
 - There was discussion on the new TSAC pay structure for dual enrollment as a result of TN Promise.
 - Governor Haslam wants to increase the number of dual enrollment students across the state.
 - Summer enrollment: Bobby showed the differences in summer term enrollment by student type, contrasting 2010 with 2014.
 - Bobby will continue looking into this data by discipline to see what the enrollment trends are. Data will be shared with Academic Affairs in order to decide which courses to decrease offerings and which ones to increase.

7. Institutional Advancement: Internal Giving: Dee Henderson
 - We are up \$4000 from this date last year. Forms are still coming in.

Other: Dr. Blanding wants to encourage all staff to look at our SACS document. All of our staff need to be aware of what is going on.

Sara reminded everyone that all meeting minutes are to be put on jWeb.

James Mayo: QEP update: He is working on streamlining the original QEP draft. The Committee has been acting as a think tank to focus in on a final, detailed topic.