

**Cabinet Meeting**  
**August 29, 2022**  
**Zoom and Foundation Board Room**  
**9:00 a.m.**

**Attendees:**

- Dr. Kyle Barron, Vice President of Student Services
- Mr. Tim Dellinger, Vice President for Financial and Administrative Affairs
- Ms. Heather Freeman, Administrative Assistant to the President
- Dr. Jennifer Lopes, Vice President for Academic Affairs
- Dr. Liz Mayo, Faculty Representative
- Ms. Terri Messer, Dean of Workforce Solutions and Engineering Systems Technology
- Dr. Amber Nelms, Director of Institutional Research and Accountability
- Ms. Jessica Reece, Professional Technical Employee Representative
- Ms. Christi Tall, Classified Employee Representative

**Absent:**

- Dr. George Pimentel, President

**1. Welcome**

Tim Dellinger welcomed Cabinet members.

**2. Enrollment Update – Dr. Kyle Barron**

Cabinet Info Updated		8/29/2022							
<b>Fall 2022 Application Comparison</b>					<b>Fall 2022-2021 Day-to-Day</b>				
	2022	2021	Difference	% Change		2022	2021	Difference	% Change
Apps Received- recruitment	4288	4307	-19	-0.44%	Headcount	3626	3990	-364	-9.12%
Apps Completed-records	2898	3015	-117	-3.88%	FTE	2189.2	2461.8	-272.6	-11.07%

President’s Cabinet reviewed the application and enrollment numbers provided above and discussed three of JSCC’s programs, CIT, EMT, and Allied Health have almost doubled their enrollment. All three use the two seven-week terms for enrollment. The second seven-week enrollment is not captured in the day to day comparison. When those numbers are added, we are down 3.27% in FTE and 7.5% in HC. As an additional note, we have 296 students being held until the 14<sup>th</sup> day purge.

Cabinet discussed the “L term”, a ten-week term scheduled to start on September 26. It will focus on learning support English and reading courses for students that started late but may need more than seven weeks to be successful in the course(s). Conversation also included how best to communicate different terms and building cohort models for seven-week term classes.

### 3. JSCC Academic Calendar – Dr. Liz Mayo

Faculty Council presented the following proposal to President's Cabinet. Dr. Lopes plans to form a standing calendar review committee that will further research modifications to JSCC's academic calendar. She asked Cabinet members to provide her positions that should serve on the committee.

#### **Faculty Council Proposal:**

##### **2023-2024 Academic Calendar Considerations**

**Why?** *To more clearly align with the local JMCSS school system with whom we share students (dual enrollment/Early College), instructors, and staff (by way of school counselors who help to coordinate the efforts). Additionally, JSCC students/employees who are parents will be able to align their breaks with the local system(s) for more seamless childcare. JMCSS students taking DE courses and JSCC students with JMCSS students who have trips planned or no childcare options during our weeks that occur during JMCSS breaks will no longer miss classes, thus less learning loss will occur. Moreover, this could be a great marketing strategy to JMCSS—i.e., offering a calendar that seamlessly aligns for their thousands of students and parents.*

**How?** *Proposed calendar modifications for consideration include the following:*

1. *Begin fall in-service (and classes) one week earlier to align with the start date for JMCSS. Faculty are already on contract as of August 1<sup>st</sup> so this shouldn't make any difference in paperwork.*
2. *By beginning one week earlier, our natural mid-term break will align with JMCSS's fall break.*
3. *Further, the fall semester will end one week earlier, which will sometimes align with classes ending on Thanksgiving week. Students could travel home for the holidays and not return.*
4. *Spring in-service would begin one week later. This allows the spring mid-term week to align with the JMCSS spring break. We could also, potentially, create a longer and more robust Winter Term.*
5. *Starting one week later also means we will end our semester in line with our now-later commencement date, rather than expecting faculty/9-month employees to be off one week and then return for commencement.*

**What now?** *Form an ad hoc committee to consider this possibility. They should poll all constituents via a digital survey. Further, other school systems and local higher education institutions' schedules should be examined for compatibility with this idea. Finally, look at our sister institutions to see who else has successfully advocated for a departure from the common TBR calendar (Pellissippi is just one example, as they also changed their calendar to align with the local school system). This work should happen immediately if we are to make any changes to the 2023-2024 calendar.*

### 4. PLA and dual credit update – Dr. Jennifer Lopes

After talking with TBR, challenge exams will be loaded in E-learn and a \$25 fee will be charged. The \$25 fee will cover all course assessment costs. Academic Affairs will begin looping student and business services staff in the conversation for a possible spring 2023 implementation.