



President's Cabinet Meeting November 17, 2015

Dr. Blanding began the meeting at 10:30 a.m.

- He asked that we please convey his sincere appreciation to everyone for the success of our SACSCOC on-site visit. We had three findings in our focus report and all are fixable. The QEP was accepted with two comments.
- The level of acceptance and discussion by faculty and staff in the QEP meeting with the onsite team was outstanding.
- As a thank you for all the hard work done this year, Dr. Blanding will cover the expense of the the campus Christmas party. Invitations will be sent out soon. We would like RSVPs.
- EAB is on campus this week. We contracted with them for five years to help our on boarding process for students. Navigate will help them thru the process of what they want to be, building a long term plan and schedule based on their interests. They are testing the JSCC designed navigate program today and tomorrow with 130 students. We still need to decide how we do the hand-off from Navigate to ANCHOR.
- Tying Navigate and ANCHOR together is Achieving the Dream. Kickoff will be at January in-service. Our coaches will be working with us at January in-service to kickoff ATD on campus. This is not an initiative, it is a movement. We really want to change the way we do business. We meet our students where they are and get them to where they need to be. They don't all start at the same place. Teaching in a community college is a great challenge. We understand that our students come to us with baggage and face obstacles. How can we help them overcome? Our job is to take the students that are not as well prepared. We need to change our mentality that their failure is our failure. Data will drive our decisions.
- Ground breaking for the health sciences building is scheduled for Friday at 1:30 p.m.
- We also have a legislative lunch scheduled on campus this Friday. This provides JSCC the opportunity to discuss goals for the next legislative year with our state senators and representatives.
- JSCC's Institutional Briefing with TBR is scheduled for December 16th. Chancellor Morgan started this process. It provides senior leadership from TBR an opportunity to meet with campus leadership to discuss ongoing activities.

Ms. Amy West, Director of Human Resources

- There is a lot of lobbying to hold off or delay implantation of the FSLA. The current implementation is January 1. Originally we thought faculty would be exempt, but they are not.
- TBR secured central instance training for TBR students and staff for title IX online training. Information will be sent out soon.
- Interviews are being scheduled for the Dean of Academic Assistant.
- An offer has been extended for the HR clerk position. We are waiting to hear back.
- The VP of Student Services position will be posted before closing campus for Thanksgiving break.
- The open Librarian position will be advertised next year.

Ms. Chrystal Pittman for Mr. Horace Chase, Vice President of Financial and Administrative Affairs

- Business Office currently has two open positions
- Darron Billings is working to finalize active shooter training.
- Landscaping for the Nursing Building was done yesterday. The project punch list is almost closed. Directional signage is one of the last things on the list. It is scheduled to be installed soon.
- Work on the health science building is scheduled to begin in late November.
- October 30 was the projected completion date for the McWherter Center roof project, but the completion has been delayed due to rain.
- The bid for the bathroom renovation project is out now.
- The scope for the elevator modernization project has been determined. Bids have not gone out.
- Three proposals have been received for the café services.
- We are 33% into the fiscal year and we are on target with spending.

Mr. John McCommon, Institutional Advancement Representative

- Mr. McCommon expects to have the results to media preference survey today.
- He is also working to get the site sign in for health sciences building.
- Mr. McCommon asked that we send all JSCC notable items to him. He wants to share our stories with the community.
- The ATD Communication Team plans to meet Thursday.
- Victor Garcia is working on a new main calendar page and athletic page updated.
- Dee Henderson is working on the contract for Oliver North.

Dr. Larry Bailey, Vice President of Academic Affairs

- Dr. Bailey received a request from a group in Camden to discuss class offerings in their area. He plans to meet with them next week.
- The Perkins monitoring visit will be coming up the week after Thanksgiving.

Mr. Patrick Davis, Representative for Professional Technical Employee Council

- The Professional Technical Employee Council met this pass Friday to discuss their role in supporting ANCHOR week.

Ms. Cindy Werner, Classified Employee Council Representative

- The Classified Employee Council met to finalize the Veterans Day grill out. The event went over well on campus.
- Their next meeting is scheduled for the end of November.

Ms. Haley Bunney for Ms. Countance Anderson, Representative for Student Services

- Currently 2567 seniors have started the process for TNPromise eligibility. Kevin Johnson is working on an e-mail to send to this group.
- A new monthly newsletter is being developed to assist with recruiting dual enrollment students.
- A TN Promise community service event will be held on Friday. Students can meet in the Student Center conference room on that day for information and assignments.

Ms. Sara Cooper, Director of Institutional Research and Accountability

- The SACS on-site team provided good feedback on the institutional effectiveness process and reporting. The SACS reviewers assigned to IE work at ATD schools, which was very informative.

- The Achieving the Dream Data Team met yesterday. Mr. Wesley Smith has been named as Scott Woods replacement on the team. They discussed looking at top twenty enrolled courses and success along with F grades due to lack of attendance.
- The annual Perkins report is due tomorrow.

Mr. Bobby Smith, Vice President of Student Success and Institutional Effectiveness

- In looking at Achieving the Dream, TBR's Strategic Plan, JSCC's Strategic Plan and the completion agenda, they all tie together. All are focused on using data to help student progress, support retention and complete.
- Our SACS reviewers gave input on our strategic plan that has been incorporated and will be given back to SPEC and Cabinet for review. It is due to TBR in December.
- TN Reconnect plus complete involves reaching out to nontraditional students that have 50% or more credentials but did not complete. TSAC will field calls from adult students.
- The Assessment of Administrators Committee has been trying to meet but it is virtually impossible to actually meet face to face, so they have been meeting by e-mail. The committee has split into two teams, the policy and the instrument teams. We are looking to have assessment instrument out in late March. Hopefully this will provide a better response. They will likely meet with the different employee councils to promote use and explain anonymity.

Ms. Angie Brown, Internal Auditor

- Ms. Brown is planning an audit of study abroad funds.
- The Rose Hill Middle School visit to campus was a success. They toured our facilities and stayed for lunch.
- Another group of Rose Hill Students will visit in the spring.

Ms. Abby Lackey, Faculty Council Representative

- Ms. Lackey has been working on the committee reviewing café bids.
- Faculty Council met with the bookstore manager and Mr. Chase on issues this fall.
- Faculty Council drafted recommendations for Assessment of Administrators.
- Currently faculty leave is written in Tennessee Code. We can't alter practice unless state law changes.

Dr. Bruce Blanding, President

- Flags are currently lowered honoring the victims of the Paris terrorist attacks. It is a reminder that we have faculty members that have applied to teach in Paris and Germany with TNCIS this summer. We have an International Education fee that is charged to each student. Students that are studying abroad can request funds from this account to assist with their education expenses. We need to have a discussion on the best way to communicate with and protect our students if something like this occurs. We also need to find out who is responsible for liability issues if a terrorist attack occurs?
- This semester has been busy. All the events will lead us to having a better institution. Remarkable things are coming our way.

Meeting adjourned at 11:53 a.m.

