



President’s Cabinet Meeting March 22, 2016

Dr. Bruce Blanding began the meeting at 9:08 a.m.

- The community college presidents met with Governor Haslam on Monday, March 21. The topics of discussion were the second year of Tennessee Promise and the new FOCUS legislation.
- Bobby Smith provided us with the information below which shows an estimate of the retention of TN Promise students. A cohort of students with the following characteristics was divided into three categories: not TN Promise eligible, eligible with 0 funds received, and eligible with funds received. The chart shows the counts which indicates that TN Promise had a positive impact on retention.
 - Fall 2015 students
 - New First Time Freshmen
 - Degree-seeking
 - Full-Time
 - Age 19 or younger
 - N = 961

TN Promise – Fall 2015		Count Fall 2015	Returned Spring 2016	
Eligible	Rec. Funds		Yes	No
No	N/A	288	66%	34%
Yes	No	352	77%	23%
Yes	Yes	321	83%	17%

These numbers reflect all the hard work from across campus and the results should be applauded by all.

The other point of discussion between Governor Haslam and the community college presidents was the FOCUS legislation. This legislation is a continuing the work from the Complete College Act of 2010. It removes the state universities from operating under the Tennessee Board of Regents (TBR). Now community colleges and TCATS will be the TBR’s primary focus and will be the primary workforce providers for the state of Tennessee. Additional information regarding the restructuring of our Board will be shared as details develop.

- Governor Haslam paid for JSCC and Roane State to be members of Achieving the Dream (ATD). Eight individuals from JSCC attended the ATD Dream conference in Atlanta. The conference was

extremely engaging. ATD gives us a blueprint on how to change our culture to be data driven and success oriented. The core, data, and communication teams have scheduled meetings and additional information will be shared campus wide soon.

- The campus budget submissions for 2016-2017 are wrapping up. Mr. Chase and his staff will be reviewing all submissions and compare them to our projected revenue. A meeting with Mr. Chase, his staff, the vice presidents and president is scheduled for April 14. During this meeting they will review requests and rank priorities. The budget will be submitted in May and reviewed again with more accurate numbers in October.
- Our annual commencement ceremony is scheduled for Saturday, May 7 at 2:00 p.m. In preparing for graduation, we found our certificate awards dropped drastically from last year. The deans are reaching out to students that have met qualifications. Abby Lackey also asked that before ANCHOR week, information be shared with faculty so as they meet with students, they can check eligibility.
- Oliver North will be in Jackson on April 21. This is our first major effort toward a fundraiser with the majority of profits going toward student scholarships.
- The closing speaker at the Achieving the Dream Conference was Wes Moore. He told his personal story of how right choices, mentors and higher education made his life so different from another person in his neighborhood with the same name. All JSCC attendees thought his message was spot on with what we hope to accomplish with Achieving the Dream. We are working to purchase copies of his book for all full-time faculty and staff. We have also invited Wes Moore to speak on campus in the fall. We are waiting to hear back from his staff.
- This past Saturday, we hosted Mentor U students. This is a group effort with Union University, University of Memphis Lambuth, Lane College and the Tennessee College of Applied Technology at Jackson to mentor sixth graders in Jackson. Dr. Senter is the contact for JSCC and has done a great job with this group of students.
- Dr. Larry Bailey, Bobby Smith, and Sara Vonderheide are putting the final touches on the SACS final report. It will go to the SACSCOC Board for review in June.
- Each year we do an assessment of administrators. It is a tool that helps JSCC capture a grand view of how our institution is managed. In the past, there have been feelings that the numbers we skewed. We found that if a zero answer was provided, it was calculated into the ranking when in it should not have been included, because the zero represented an "I do not know" response. We also understand the hesitancy in participating by individuals being the only person reporting to a manager.

A committee was formed to review these concerns. We thought everything was moving forward, but a faculty member sent out an e-mail stating concerns. If one person comes forward with major concerns, others likely feel this way. We are not going to move forward if the assessment is suspect. We want everyone to have the opportunity for review, provide input, and to understand how the assessment tool works before we move forward.

Dr. Larry Bailey, Vice President of Academic Affairs

- Paperwork has been completed for JSCC to offer an AAS in Criminal Justice and a certificate in Patient Care. It will be submitted to TBR as soon as possible. This certificate is a spin off on the RX grant certificate.
- Paperwork is also being done to reinstate the AAS in General Technology.
- Work continues with Lane College on offering shared program enrollment with their students.
- Academic Affairs is working with the Deans to diversify the class schedule and program offerings to meet the needs of adult learners. A May semester is being considered along with various

summer offerings to include the traditional 10 week schedule, two five week schedules and a new three – three week schedule. Also being considered is a December term. It is likely all the December offerings will be on-line. Dr. Bailey will be meeting with student services staff tomorrow to discuss the registration and financial aid aspects.

Heather Freeman, Representative for Director of Human Resources

- Form 1095-C has been a huge undertaking for Human Resources. Anna Higgs managed all the updates necessary in Banner to make this process work. Forms will go out to employees the end of the week.
- For those on the Partnership Promise, the deadline for the Well Being Assessment was March 15, 2016. Be sure to complete your wellness screening/biometric screening by July 15, 2016 deadline. A screening will be held at JSCC on May 12, 2016.
- Diversity Funding is sponsoring the registration cost for employees that wish to attend the African American Leadership Conference on April 19th. This is put sponsored by WestStar and is held at the Jackson Madison County General Hospital in Jackson. We've asked the council chairs to share this information with their employee groups. So far, six employees plan to attend. We will also be sponsoring a student group.
- Staffing Update-
 - VPSS- Search committee meeting this week to review applications. Currently we have 63 applicants for this position. We hope to schedule interviews the week of April 4-8th.
 - Other open positions still in process:
 1. Distance Education Director
 2. Financial Aid Assistant
 3. Financial Aid Officer
 4. Groundskeeper
 5. Information Research Analyst
 6. Senior Circulation Specialist, Library

Ms. Abby Lackey, Faculty Council Representative

- Ms. Lackey introduced Ashlyn Blair, a University of Memphis at Lambuth communication student that is job shadowing Ms. Lackey
- Faculty Council last met on March 2, 2016. Darron Billings met with the council and provided an update on safety and security for the campus.
- Linda Nickell also met with the council to gather feedback from faculty on student success factors for a TBR workgroup.
- Elections have been held for Faculty Council. Lisa Matlock, Tony Rafalowski, Jennifer Reaves, Melissa Sellers, Dr. Billy Wesson, and Dr. Lawrence Gundersen have been elected to serve.
- Two faculty groups will be working over the summer. One group will be looking at the Faculty Council Constitution and Bylaws. The other group will be looking at recording student's last date of attendance.
- Abby Lackey updated the council on the ATD conference. Faculty are interested in the faculty inquiry groups (FIG). Several faculty members are already involved in like groups, such as, Vivian

Grooms with service learning and Dr. Larry Gundersen and Candyce Sweet with technology in the classroom.

- The number of students participating in study abroad has increased this year. Nineteen students have completed the necessary steps. Several others are in the process.

Ms. Angie Brown, Internal Auditor

- Ms. Brown is working on audits of payroll and the next phase of the funding formula.
- Rose Hill Middle School's art is on display in the JSCC Library. A reception was held for the Rose Hill Students by the PIE committee on March 15, 2016.
- Rose Hill is also planning another student visit to campus for April 13.

Ms. Chrystal Pittman, Representative for Vice President of Financial and Administrative Affairs

- Work continues on the estimated and proposed budget cycles. The next budget meeting is tentatively scheduled for April 14 with Financial and Administrative Affairs staff, the vice presidents, and Dr. Blanding.
- The McWherter Center renovation project will begin on March 28, 2016.
- The substantial completion date for the Health Sciences Building is February 2017. The furniture package has been submitted to TBR for review.
- The campus restroom renovations have begun in the gym and the classroom buildings. The Science Building work will begin at a later date. The scope of the project includes renovating fixtures, flooring, walls, accessories and making them ADA compliant.
- A bid was held on March 16, 2016 for elevator modernization in the Classroom and Science Buildings.

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

- Mr. Smith and Sara Vonderheide have been working on the SACSCOC response to 3.3.1.2, 3.3.1.2, and 3.3.1.5
- Mr. Smith and Mrs. Vonderheide both attended training to be SACSCOC Institutional Effectiveness evaluators.
- Achieving the Dream (ATD) activities have been planned out for the remainder of the semester. The next ATD core team meeting is scheduled for March 25th.
- The ATD data team is meeting today.

Ms. Cindy Werner, Classified Employee Council Representative

- The Classified Employee Council last met on February 26, 2016.
- Dave Bratcher was the speaker at the March 8th Classified Employee Luncheon.

Mr. John McCommon, Coordinator of Public Relations and Marketing

- New recruitment advertising began running on WBBJ this week. Schedules for Charter, ViaMedia, Forever Communications, and Thomas Media will begin the first of the month.
- Work has begun on the JSCC Journal. A publication date is projected for mid-July.
- Duo Guitiano event is scheduled for this Thursday.
- Planning for the Foundation Banquet featuring Lt. Col. Oliver North is continuing. Catering has been decided and faculty/staff are volunteering to help. Advertising has begun with the majority of ticket sales being handled by the Carl Perkins Civic Center. We are still soliciting table sales one-on-one.
- A \$2000 donation was received for a new Military Student Fund.

Ms. Countance Anderson, Representative for Student Services

- Student Services is working on a recruitment campaign for the TN Reconnect grant. Information will be available on our JSCC homepage. We all know someone that needs to come back and complete their degree. Please share their name and contact information with our recruiters. Paula Fuller is working on reaching out to the contacts from the Reconnect website.
- Today is the annual student life fair in the quad from 10:00-2:00.
- The Student Veterans Association will host its Inaugural 5k on March 31.
- EAB will be back on campus March 31 for another pilot test. We have approximately fifty students that will go through the software to schedule courses and register. After the pilot test, the date will be announced for the full roll out for fall student registration.
- Priority registration begins April 4th. Below are our numbers regarding summer and fall applications.

Summer 2016 –

- 373 apps received so far compared to 418 this time last year
- 85 apps completed so far compared to 87 this time last year

Fall 2016 –

- 1719 apps received, down 18.5% from this time last year (Pre-Promise, two years ago, we had received 1134 apps by this time which has us 51.6% higher this year than 2 years ago)
- 410 apps completed so far compared to 452 this time last year (Pre-Promise, two years ago, we had processed 80 apps by this time which has us 412.5% higher this year than 2 years ago)
- Ms. Anderson along with Dr. Bailey, Sara Vonderheide, and Dee Henderson attended a Beyond Financial Aid Conference March 29-30.

Mr. Patrick Davis, Representative for Professional Technical Employee Council

- The Professional Technical Employee Council is working with Faculty to promote ANCHOR week and they are gearing up for the May 13th professional development day luncheon. The speaker's topic for the event will be on managing conflict.

Dr. Bruce Blanding, President

- Dr. Bailey and the deans are looking at alternate schedules to rebuild enrollment for summer.
- With the terrorist attacks in Brussels today, it reminds us to be vigilant in our campus safety efforts. Each year, our legislature has put forth legislation to allow faculty and staff to carry guns on campus. It looks like the legislation will pass this year. We will react once we have all the information. Chancellor Gregory has an editorial coming out in the *Tennessean* later this week with examples of gun related problems on college campuses. We have to obey the law, but we will do as much as possible to ensure safety.

The meeting adjourned at 10:52 a.m. The next meeting is scheduled for April 19th.