



## President's Cabinet Meeting April 19, 2016

Dr. Blanding began the meeting at 9:00 a.m.

- Our commencement ceremony is scheduled for Saturday, May 7. We need volunteers. Please have anyone willing to help contact Ms. Haley Bunney.
- The legislature still has the Guns on Campus bill. It appears to have more support this year than years past. TBR is not supportive, but it appears that it will pass. If passed, employees with carry permits could carry guns on campus with stipulations.
- The FOCUS legislation will directly impact the way we are governed. The Tennessee Board of Regents will govern the TCATS and community colleges. Other states like Kentucky, Georgia, and Arkansas have combined their community colleges and technical schools. If the board decides to go that way, there will be an internal struggle. If they do not go that way, there will be separate rules for community colleges and the technical schools. We do not know the outcome, but that it will look different.
- We are wrapping up the budget process with preliminary numbers. The actual budget will be set in October when we have a better idea of enrollment. A 1.7 % tuition increase was requested, so we could fund salary equities.
- Current enrollment numbers were given by Mr. Bobby Smith.
  - Fall Headcount is up 21% over last year at this time
  - Fall FTE is up 24% over last year at this time
  - Summer Headcount is up 8% over last year at this time
  - Summer FTE up 14% over last year at this time

Those numbers, particularly summer is remarkable. We do not know if the numbers will hold, but we hope so. We don't want to say it is because of one thing, but initially we could say the result is from ANCHOR activities. With ANCHOR, we are reaching them and making them feel like we want them to continue with us.

- Summer Cabinet meeting schedule will change a little. We will cancel the May 18<sup>th</sup> meeting and hold the June 21<sup>st</sup> meeting. The remainder of the schedule for 2016 will be sent out soon.
- Several have asked about flex hours for summer. All offices must be covered, but check with supervisors and HR before making alternate schedules.
- Thirty-one tables have been sold for the Oliver North event and a number of bleacher tickets have been sold. For the first time around, it will be good to have our name out there as a fundraiser for our Foundation. Amy West asked if tickets could be sold to employees at a reduced rate of \$20. Everyone agreed and Dr. Blanding asked John to work with Dee on making tickets available.

**Ms. Cindy Werner, Classified Employee Council Representative**

- The Classified Employee Council last met on March 24<sup>th</sup> and discussed the election results. New members include Brad Eubanks, Eric Jackson, Ellen Kirby, and Seth Harden. Continuing members are Beth Murley, Kathy Doll, Casey Williams, Derek Cobb, and Janice Taylor.
- The recent BBQ sale brought in \$1100. A \$100 donation from the proceeds was made to the JSCC Foundation's Student Relief Fund.

**Ms. Amy West, Director of Human Resources**

- Access and Diversity funds have been used to pay for the Wes Moore book and for him to speak to campus this fall. Access and Diversity funds were used to pay for nine employees to attend the African American Leadership Conference. The Human Resource Office is also looking at training staff on the On-Course software. We are looking at dates to see if we can piggy back on the second phase of faculty training.
- Title IX training has to be done this summer and fall for all employees including part-time and student workers.
- The Human Resources Office is finishing up the Affirmative Action Report due to TBR. We struggle with recruiting minority in our faculty positions. It has been a placement goal and will continue to be a goal.
- Biometric screenings need to be complete by July 15. Make sure you include your waist circumference, because doctors will not automatically enter that information. A screening will be held on campus on May 12. If you want to participate, please sign up. It is open to all state employees. A screening will be held at TDOT on May 13.
- The hiring committee for the Vice President for Student Services met yesterday to review the sixty-three applicants. Eight are being submitted to TBR for approval to interview. As soon as we get the approval back, interviews will be scheduled and vitas will be added to the JSCC blog.
- Recent positions that have been filled are:
  - Research Analyst
  - Two Financial Aid positions
  - Grounds Keeper
- Positions ready to be posted:
  - Director of High School Initiatives
  - Coordinator of Nursing,
  - QEP Coordinator
  - Biology Lab Assistant
  - Librarian
  - Computer Lab Tech
  - Distance Ed director
  - Admissions recruiter

**Scott Woods, Faculty Council Representative**

- As incoming chair, Mr. Woods would like to see the Faculty Council, Professional Technical Council, the Classified Employee Council and Administration work together on core principals that everyone can come together to stand behind.

**Abby Lackey, Faculty Council Representative**

- Elections were recently held. New representatives include Lisa Matlock, Melissa Sellers, Jennifer Reaves, Tony Rafalowski, Dr. Larry Gundersen, and Dr. Billy Wesson. The executive council for

the 2016-2017 academic year includes, Scott Woods, Chair, Amy Wake, Vice-Chair and Mark Walls, Secretary.

- Faculty Council raised money and supported the Military Student Center's 5k run.
- ANCHOR week went well. It appears there were more meetings with advisees than ever before. Thanks to all who helped.
- The English Department is wrapping up this semester's Green and Gold Reading Hour with an event tomorrow.
- There are seventy-seven honors students this spring. A banquet to recognize our Honors students is scheduled for Thursday, April 28<sup>th</sup>. A faculty recommended summer reading list has been sent out.
- Phi Theta Kappa inducted 108 students.
- Our first cohort of AMT students will graduate this spring. A celebration will be held for the graduates by the partnering companies on May 5<sup>th</sup>. Dr. Bailey noted that the Commissioner for Labor and Workforce Development, Mr. Burns Phillips attended the AMT advisory board meeting on April 7<sup>th</sup>. He is interested in looking at ways to take this example and expand in ways to meet industry needs across the state. This success is due to the faculty and staff that developed the program. Dr. Blanding noted the FOCUS language strongly supports workforce needs.

**Mr. Steve Cornelison, Athletic Director**

- The baseball and softball seasons are winding down. This season, the softball team set a school record for wins, 31-17, with about 10 games left to play. The baseball team has done well with a record of 30-18. Attendance and atmosphere for the games have been great this year. Mr. Cornelison is going to ask about closing the road between the fields during the games to keep spectators safe.
- SGA President is Matthew Blackwell and Vice President is Issac James.

**Ms. Kris Nakutis, Representative for Professional Technical Employee Council**

- Elections for new council members will be held soon.
- The Professional Technical Employee professional development luncheon is scheduled for May 13<sup>th</sup>.

**Dr. Larry Bailey, Vice President of Academic Affairs**

- Academic Affairs is working with Dr. Pig and Dr. Senter on developing new programs, an A.A.S. in Criminal Justice and a certificate in Allied Health Medical Assistant.
- Work is continuing with Dr. Michelle Stewart at Lane College on collaborative efforts that would allow Lane College students to take classes at JSCC.
- The SACSCOC response was submitted. We will have the results after their June meeting.

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

- Accounting continues their work on estimated and proposed budgets.
- Environmental Health and Safety is working with the FBI to review results from the active shooter drill recently held. After a thorough review, training will be held for the campus.
- No crime was reported on campus for the March 31<sup>st</sup>-April 15<sup>th</sup> cycle.
- The McWherter Center demolition is 90% complete and the wall framing has begun.
- The health sciences building furniture package has been approved by TBR. The substantial completion date for the building is February 2017.

- Renovations are progressing on the second floor Nelms Classroom and Gym restrooms. The work on the Science Building restrooms has been slowed due to unforeseen conditions.
- The elevators in the Science Building and Nelms Classroom Building will be shut down from May 9<sup>th</sup> until early August for renovations and upgrades.

**Ms. Haley Bunney, Representative for Vice President for Student Services**

- Summer applications received are up 2% and applications completed are up 21% from this time last year.
- Betty Foust has been hired as the Financial Aid Assistant.
- The inaugural Military Student Center 5k run raised \$1800.

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

- Mr. Smith is working with the Core, Data and Communication Team on the Achieving the Dream (ATD) implementation plan.
- Thank you to all that participated in the ATD Data and Dessert discussions.
- The next ATD Core Team meeting is scheduled for 2:00 on April 22.
- Institutional Research and Accountability is working on pulling data on our service area for recruitment and with Ms. Nancy Hickey and Dr. Nell Senter on the AST Academic Audit.
- JSCC received a projected total for Quality Assurance Funding. We expect to receive 7 out of 10 points. In comparison to other TBR schools, 7 points is good.

**Mr. John McCommon, Coordinator of Public Relations and Marketing**

- Balcony tickets are free for students to the Oliver North event. They can be picked up in the Advancement office.
- The JSCC Foundation Board met on April 12<sup>th</sup>.
- The Friends of JSCC event and the tree dedication for Mr. C.B. Bright were held on April 15<sup>th</sup>. Guest interviews were conducted and videoed during the event. The interviews will be used in JSCC's 50th anniversary video.
- A decision to proceed with the development of the emblematic version of the athletic logo has been approved.
- The Brock McGuire Band is performing tonight in the Ayers Auditorium.

**Dr. Bruce Blanding, President**

- This academic year will be our first full year dedicated to ATD. We are excited to have Wes Moore speak to campus this fall. His message will help us focus on serving a population that has traditionally been underserved. Faculty and staff will be strongly encouraged to attend.
- Our budget this coming year will be lean. We know state appropriations continue to drop. We do not know about enrollment. It is hard to project. We also do not know what percentage or if tuition will increase. The pressure will be for a minimal increase. The presidents asked for a 1.7% increase for salary adjustments.

The meeting adjourned 10:20 a.m.