

President's Cabinet
Monday, August 3
Zoom Meeting
9:00 a.m. -11:00 a.m.

Present:

Dr. George Pimentel, JSCC President
Dr. Larry Bailey, Vice President for Academic Affairs
Tim Dellinger, Vice President for Financial and Administrative Affairs
Heather Freeman, Administrative Assistant to the President
Jessica Gelinas, Representative for Classified Employees
Robin Marek, Interim Vice President for Student Services
John McCommon, Director of Marketing and Public Relations
Will Shull, Representative for Professional Technical
Dr. Bobby Smith, Vice President for Institutional Effectiveness and Advancement
Candyce Sweet, Representative for Faculty

Absent:

Lindsey Tritt, Director of Development and Foundation

1. Welcome:

Dr. Pimentel began the meeting at 9:04 a.m.

2. Discussion Items:

• **Enrollment Update**

We are 29% down in HC and 28% down in FTE.

Removing dual enrollment, we are 26% down and 27% down in FTE.

Student Services staff are still working on outreach efforts. Dual enrollment remains a challenge with some schools still working on reopening plans or getting started later than normal.

Cabinet discussed ways to increase enrollment numbers. Students that have gone thru Great Expectations, but not registered are being contacted by Academic Affairs staff. Students that ended spring 2020 in good academic standing but have not registered, Student Services will continue to try to reach.

Right now, we do not want to turn students away, if they don't have an appointment. If it turns into a large number of students, we will have to adjust. Student Services is planning to provide services for students in the larger open area of the Student Center. At night, students will be allowed on campus to access Wi-Fi without appointments and screenings with building access locked.

• **Budget Update**

Many are concerned about our budget situation. Budget depends on our enrollment numbers. Dr. Pimentel will meet with the vice presidents this week to review their budgets line by line. Again, we must be strategic in our cuts and maintain a level of

service to our students. We do not know how the fall numbers will end. A reduction in personnel is not the desired outcome. If numbers do not improve that will have to be considered. For now, Human Resources will be asked to move forward with annual faculty contracts.

- **Policy Review**

Cabinet will be heavily involved in policy review and approvals after the fall semester begins. Policies will be shared with Cabinet one week, edits will be received and then a vote will be taken. If there is a policy that JSCC needs to review immediately, please send it to the President's Office.

- **In-Service/Convocation**

The Cabinet discussed plans for this fall's convocation and ideas for convocation in the future. For the fall, Dr. Pimentel will record a message for campus and send it by e-mail to everyone during in-service week.

- **COVID cases**

We are monitoring the number of COVID cases on and off campus. If employees become infected due to co-worker exposure, we will have to further review our current operational status level and potentially close buildings or move to a safer at home work environment. Dr. Pimentel asked the vice presidents to please develop a list of essential employees that must maintain campus access, if we move to that situation.

All that need it should have VPN access at home. If there is someone that does not, please let IT know.

The Cabinet also discussed that JSCC's HVAC systems. Our symptoms push air out of buildings instead of recirculating air. They do not redistribute air and possibly expose offices and personnel to COVID or other communicable diseases. However, Physical Plant will be asked to follow-up on any safety protocols to take with our type units.

The Pandemic Response Team has adopted the CDC guidelines for quarantine and isolation timelines. The Team is also working on a policy to address the requirement for students to wear masks while on campus.

Meeting ended at 9:59 a.m.