

**President's Cabinet
Monday, May 3 2021
Zoom Meeting
9:00 a.m.**

Attendees:

Dr. George Pimentel, President
 Dr. Larry Bailey, Vice President for Academic Affairs
 Dr. Kyle Barron, Vice President of Student Services
 Tim Dellinger, Vice President for Financial and Administrative Affairs
 Heather Freeman, Administrative Assistant to the President
 Michelle Gurley, Representative for Classified Employees
 Dr. Liz Mayo, Representative for Faculty
 John McCommon, Director of Marketing and Public Relations
 Terri Messer, Representative for Workforce/Continuing Education
 Don Myers, Director of Institutional Research
 Will Shull, Representative for Professional Technical
 Lindsey Tritt, Director of Development and Foundation

1. Welcome

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

2. Discussion Items:

• **Summer/Fall Enrollment Update**

Cabinet discussed the following enrollment numbers.

updated: 5/3/2021				Summer if Constant Difference				
Summer Registration				202050	202150	Difference	% Change	
Registration began in November 2020 for Summer 2021 compared to April 2020 for Summer 2020				Headcount	1215	1422	207	17.04%
				FTE	477.5	547.43	69.93	14.65%
Summer 2021	Headcount	FTE						
	967	418.8						
Summer 2020				202050	202150	Difference	% Change	
Headcount				1215	1546	331	27.24%	
FTE				477.5	573.21	95.71	20.04%	
Fall Registration				Fall if Constant Difference				
Fall Open Registration began on 4.19.21 - did not open until 6.1.20 last year				202080	202180	Difference	% Change	
Fall 2021	Headcount	FTE		Headcount	4212	4244	32	0.76%
	601	423.07		FTE	2638	2663.34	25.34	0.96%
Fall 2020	Headcount	FTE						
	569	397.73						
Fall 2019				202080	202180	Difference	% Change	
Headcount				4212	4449	237	5.62%	
FTE				2638	2806.07	168.07	6.37%	

The “if constant” numbers give an idea of where we are heading, if we stay on the same trajectory. The fall 2019 numbers are incredibly important. We want to be back to where we were prior to the pandemic.

Cabinet also discussed the summer schedule being off-line over the weekend and the turnaround time on application to registration for summer students.

- **Bookstore charges for Pell students – Dr. Barron**

As JSCC transitions to attendance verification with the release of financial aid on the 14th day of class, we would like to allow students to charge against aid with the on campus bookstore. Items charged must be mandatory for the course and cannot exceed a maximum limit amount that we set. The new bookstore manager came from a TBR community college that allowed charges up to \$600.

Discussion continued on the max limit Jackson State would like to allow. A couple programs have a higher first semester book expense, but they are an outliers. Financial Aid reports cost of attendance for books at \$1200 annually. If divided by fall and spring, that would equate to the \$600 recommendation.

A motion was made by Dr. Larry Bailey and seconded by Dr. Liz Mayo to set JSCC’s maximum limit at \$600 for bookstore charges. This will start with summer. There was no further discussion. A vote was taken with no opposed. The motion carried.

Students can start charging at the bookstore the week before classes. Aid will be disbursed on the 14th day, if all course attendance is verified.

Cabinet also discussed required books are not showing on the fall interactive course schedule. The bookstore will be contacted for correcting.

- **Compensation Plan – Equity Adjustments**

Some questions have been presented on the 2% cost of living adjustments (COLA) and 2% applied toward the compensation plan equity adjustments. Job Analysis Questionnaires (JAQs) were not requested for reclassifications. They were requested to identify responsibilities of employees to determine where we need to grow. JAQs may result in some job descriptions changes and possibly some reclassifications.

The JAQs process is important. With the new salary plan, the levels are different. The 2% applied toward the compensation plan will move employees toward their target pay. We want to move toward that target when possible.

- **Hanover – Campus Climate Survey next steps**

Cabinet discussed the top three areas discovered with the Hanover Campus Climate Survey and the caution that the survey was completed during Covid-19.

- Improve Communication between leadership and faculty/staff to increase transparency and inclusion in the decision making process.
- Provide a more equitable distribution of support, training, and resources, particularly with regards to diversity, equity, and inclusion.

- Work with faculty and staff to ensure they can maintain a sustainable work-like balance, providing additional support for those who are struggling.

Cabinet will take a topic and focus on it during upcoming meetings. Communication will be the focus of our next meeting.

- **Admissions Policy**

Dr. Barron sent Cabinet members a copy of a new JSCC Admissions Policy that is taken from TBR policy. A request was made to forgo the 30 day review.

A motion was made by Will Shull and Seconded by Dr. Liz Mayo to forgo the 30 day review period. There was no further discussion. A vote was taken with no opposed. The motion carried.

Dr. Barron will send the final version to Cabinet for an e-mail vote of approval.