

President's Cabinet meeting

March 21, 2022

9:00-10:00 a.m.

Zoom

Attendees:

Dr. George Pimentel, President

Dr. Kyle Barron, Vice President of Student Services and Marketing/Public Relations

Erin Delle, Representative for Professional Technical

Tim Dellinger, Vice President of Financial and Administrative Affairs

Heather Freeman, Administrative Assistant to the President

Dr. Liz Mayo, Representative for Faculty

Terri Messer, Representative for Workforce

Don Myers, Director of Institutional Research

Dr. Tom Pigg, Vice President for Academic Affairs

Christi Tall, Representatives for Classified Employees

1. Welcome

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

2. Strategic Plan

Dr. Liz Mayo and Dr. Anna Esquivel volunteered to assist with language development of the Strategic Planning Committees' goals discussed in the February 21st meeting. Edits to the goals will be sent to the Strategic Planning Committee for feedback prior to step two of sharing with a broader campus group. Step two will need to occur soon. JSCC needs to provide TBR with a date as to when we will present our plan to the Board.

Dr. Pimentel asked Dr. Mayo to work with Dr. Esquivel on updates to the "we believe statements" listed in our college core values section of the Strategic Plan.

3. Faculty Emeritus Nominees

Congratulations to the following faculty members that were recommended to TBR for Faculty Emeritus status. The Board will review and announce approvals at the March Quarterly Board meeting.

- Tim Britt
- Dr. Jane David
- John Koons
- Dr. Bob Raines
- Karolyn Smith
- Mary Wadley
- Dr. Billy Wesson

Cabinet discussed Faculty Emeritus nominations being a new process for Jackson State and the need to document a nomination procedure. Development of an Academic Affairs calendar to include a once a year deadline for Faculty Emeritus nominations was also discussed. Dr. Pigg will

work on both the procedure and the Academic Affairs calendar that will be included in the Faculty Handbook.

The question of allowing faculty with emeritus status to keep their JSCC e-mail after retirement was brought forward. According to TBR direction, retiree e-mail accounts should be deleted because they create a security issue. Therefore, JSCC will not be able to allow retirees continued access to their JSCC e-mail account.

4. THEC – Harold Love Community Service Award Nominees

Congratulations to Dr. Anna Esquivel and Dr. Tony Rafalowski for being nominated for the Harold Love Community Service Award, a program that recognizes dedicated public service by individuals in higher education.

5. Summer Hours – Remote Fridays

A recent announcement of remote work on Fridays was sent to campus. The purpose of the remote work is a small gesture to campus that we recognize gas prices are high and impact everyone. Not all may be able to participate or participate every Friday. That decision should be made by individual supervisors as to who can participate when. It is not a mandated work remote on Friday. The campus will not be closed and no need to cancel events or classes.

If a department has standing Friday events, the department supervisor can work with employees on an alternate day of the week for remote work. However, remote means we are still working. If an employee is not working, they should be taking annual or sick leave, whichever is appropriate.

6. Budget Process

All departments are submitting budget requests to vice presidents. The vice presidents will rank requests by priority for the division. Use of data would be extremely helpful in proving a case for a budget request. The Executive Council will review all budget submissions and the priority ranking by vice presidents then rank as an institution. It is not guaranteed that all divisions will get their number one priority ranking. It will all be based on needs of the college.

Once a prioritized list of the college is ranked, that information will be shared with Cabinet for review and discussion. Depending on time, a special Cabinet meeting maybe called. Currently, we are waiting on TBR guidelines. When we have them, we will move forward.

7. Enrollment

All second session attendance should be in today. Enrollment numbers will be provided at the next Cabinet meeting.

8. Graduation

Concerns have been expressed about the location and having two commencement ceremonies. JSCC has explored and will continue to explore a new location for JSCC's graduation. This year, we will move forward with two ceremonies at the Oman Area. For future years if the event is moved to the Carl Perkins Civic Center, alternate dates will have to be used as the Civic Center has a standing reservation the same weekend as JSCC's commencement.

While one ceremony results in less volunteer time and allows the college to celebrate together, Jackson does not have a venue large enough to accommodate the number of attendees and parking needed for one event. One potential solution is to consider having a commencement in December. The idea will be further explored.

9. Student Concern

Students concerns with the rising gas prices have been expressed. JSCC Foundation has an account that can assist with funds in the case of documented financial hardship. That information should be shared with students.

10. Dr. Pimentel

Dr. Pimentel will have surgery on his leg this spring. He planned to schedule the surgery after the spring semester but it may need to occur sooner. He should know the surgery date soon but wanted all to know of the potential time out of office.

Meeting adjourned at 9:31 a.m.