

**2017-2018 JSCC Business Advisory Committee  
Luncheon Meeting  
April 13, 2018  
11:30 a.m. – 1:00 p.m.**

The meeting of the Business Advisory Committee was called to order by Dean Terri Messer, with the following members present: Lynne Henning (Financial Advisor and VP of Investments at Raymond James), Penny Koehler (Office Manager at Sports Orthopedic and Spine), Barry Phillips (Director of Organizational Development at Pictsweet) and from JSCC: Kimberly Johnson, Jayne Lowery, Terri Messer, Terry Mullins and Janice Taylor.

**Welcome and Introductions:**

Shirley Jones, retired from Jackson Chamber

Penny Koehler, Jackson Orthopedic and Spine, new advisory committee member

Kimberly Johnson, new Workforce Development Director

**Old Business:**

- a. *Minutes from last meeting*
  - Available on JSCC's Business web page.
- b. *AAS Business – Management FAST TRACK progress and slight schedule update beginning Fall 2018, Cohort 6*
- c. *AS Accounting and Business Administration (transfer path) – Col 1030 Career to College Navigation requirement on all transfer programs beginning Fall 2018*

**New Business:**

- a. New cohort path for AAS Business – Administrative Office Professional students beginning Fall.
  - We will be launching our 6<sup>th</sup> Cohort of FAST TRACK. We originally thought 16-19 months for completion.
  - We tweaked the same concept – completing in five semesters with a guaranteed evening program.
  - Re-evaluated in lieu of the TN Reconnect program – an opportunity for any adult that has not completed a college degree to be able to receive a degree.
  -

Discussion followed.

- b. *Faculty staffing plan* – We lost Mary Jo Boehms. At the time, it was late in the hiring session and the decision was made to delay hiring someone. We are delaying one more year because of different schedule arrangements. We have been able to continue operations by taking on a couple of classes and using some skilled adjuncts that have worked for us before. We will have some changes as we progress through this academic year

- c. ***UTM Jackson Center Relocated to McWherter*** – We welcome our new neighbors. The main purpose is to build a relationship. UTM will have an open house on April 17, 2018.
- d. ***ACBSP accreditation update*** – requires we have some method of measuring performance.
- e. **TN Reconnect and expected impact** –

TN Reconnect program has been in place with TCAT for a couple of years and it was expanded to community colleges this year  
 We are seeing some heightened applications for the fall  
 Not sure what we are expecting  
 We are offering evening classes and multiple pathways.

Question: is there a number of years to be out of school?  
 Answer: they have to be 24 years and older (see attached TN Reconnect Grant information sheet).

- f. **TN Promise update**
- g. **Dual credit opportunities to meet new high school EPSO standards**
- h. **Workforce Development updates** – need base analysis for industry and business. Core leadership series. Twenty-four hour series which includes four hours of classroom participation. Employees walk out with a better understanding of being a leader (See attached flyer). Currently in talks with St. John’s Community Services. Adaptability and customizable to fit the need of the company. Provide training solutions for what the community needs.

Question: When will this start?  
 Answer: It is now. We are working with Stanley Black and Decker.  
 Comment(s):  
 I think the banking community could use this.  
 On a more local level, contact the Bank President.  
 There is such a need for training and good customer service.  
 This program is complete customizable.

Question to Penny Koehler: What sort of employment opportunities and what could JSCC do to develop your workforce? The fact that I took EXCEL.

Question to Barry Phillips: What are your biggest needs?

Planning is pretty important.

Computer skills are really important

Not comfortable doing Excel so they are taught Access.

Further discussion followed:

Some jobs require a two-year degree

Opportunity for advancement.

Don't use Excel a lot. Use our internal program (the Administrative Assistants use Excel).

**Soft skills are very important!!!**

Most just want a job.

Let Kimberly help for updating on Excel.

Soft skill classes for adults and young adults.

College to Career covered soft skills.

### **Program Enrollment/Graduate Review**

***a. Declared business enrollment (see attached chart)***

- People are not necessarily a business declared major
- They do not understand the career field of business
- A lack of understanding of the career goals

Discussion followed.

Question: Have you asked them what they think? Could be a perception problem.....they may not know what they are signing up for.

Discussion followed.

- b. Graduate trend review*** (see attached chart)– looks like the graduation rate for the overall college is up

TBR has developed a few more pathway courses: AAS Finance, AAS Management, AAS Marketing, AAS Accounting.

We are offering another FAST TRACK option in the Industrial Technology Program.

- c. 2016/17 Exit exam results*** (see attached chart) – not available next week

In the fall of 2016, we saw a decrease. We are seeing a large uptick in behavioral issues. We will be hiring a licensed counselor to handle the students with an array of issues, now at 81% of students that need remedial courses.

**Funding Updates:**

Working on a DRA Grant to further enhance the McWherter Center building.

**Advisory Committee Input and Updates:**

Brief discussion followed.

Meeting adjourned.

Minutes recorded by Janice Taylor.

Lunch provided by: Backyard Bar-B-Que