

Jackson State Community College Foundation
Board of Trustees

Meeting Minutes

Thursday, June 13, 2019 at 8:30 a.m. – Foundation Board Room/Student Center

The Jackson State Community College Foundation Board of Trustees met on Thursday, June 13, 2019 in the Foundation Board Room in the Student Center at Jackson State Community College.

The following were present: Dr. Allana Hamilton, Chairman Jeff Lewis, Mr. Reggie Smith, Dr. Bobby Smith, Dr. Larry Bailey, Mrs. Marcie Williams, Mrs. Wendie Carlson, Mr. Al DaSilva, Mr. Cary Vaughn, Mr. John Rountree, Treasurer Tim Dellinger, Dr. Walter Nelms, Mr. Brian Gann,

Guests: Ms. Michelle Gurley, Mrs. Dawn McGee and Mr. Jay Mullins.

Those unavailable to attend: Mr. Randy McKinnon, Vice Chair Thorne Barbour, Ms. Neta McKnight, Mr. Grant Edwards, Mrs. Deann Thelen, Mr. Jim Crone, Mr. Jim Ayers, Mr. Dale Conder, Dr. Kim Holland, and Mr. Paul Phelan.

CALL TO ORDER

Chairman Lewis called the meeting to order at 8:34 a.m.

WELCOME & INTRODUCTIONS

Chairman Lewis welcomed all in attendance.

APPROVALS

Copies of the June 13, 2019 meeting agenda and March 15, 2019 meeting minutes were presented. With no questions, ***Mrs. Wendie Carlson made a motion to accept the agenda as presented; Dr. Walter Nelms provided a second. There were no opposed; the motion passed.***

INVESTMENT REPORT

Copies of the JSCC Foundation investment portfolio were distributed. Mr. Jay Mullins, Institutional Portfolio Manager with Regions Bank, reviewed market data and updated the board of the portfolio's overall performance as of the end of May 31, 2019.

FINANCE REPORT

Treasurer Mr. Tim Dellinger presented copies of and reviewed the Income Statement to the Board. With no questions, ***Mr. Cary Vaughn made a motion to accept the agenda as presented; Mr. Al Da Silva provided a second. There were no opposed; the motion passed.***

PRESIDENT'S REPORT

Dr. Allana Hamilton thanked the Trustees for their attendance.

Dr. Hamilton updated the Board with news related legislative developments and TBR updates.

The Chancellor is gathering information for key priorities from all community colleges and technology centers over the next two to three months. An update of this initiative will be provided at the next meeting.

The Chancellor has completed her annual evaluation of Dr. Hamilton.

The TBR quarterly meeting will be meet June 20-21 at Vol State Community College. The key action of the meeting will be the proposed 2.45% tuition increase for the 2019-2020 academic year. There will be a \$102 tuition increase and a \$7.00 increase to mandatory fees, specifically technology. The technology fees have not increased since 2004 which is surprising given the advances in technology since then. The additional dollars related to the tuition increase will go toward a [COLA] salary increase, inflation and special initiative, in this case that will be adjunct faculty. As we discuss fees, Jackson State is one of the lowest in terms of tuition and fees among the thirteen community colleges. Dr. Hamilton further explained the difference in mandatory fees set forth by the state, program or technology fees verses optional fees not covered by aid. Examples are online course.

Each month, the President's office hosts an open forum. For June, the topic will be the 2019-2020 proposed budget for the college.

The college submitted the rebranding project of the institutional and athletic logos to a state-wide TCPRA competition and won in the "Gold" category.

This year's graduation ceremony had a record breaking number in attendance; 372 students walked in the ceremony and their families filled the Oman Arena more than in years past.

Regarding the number who actually earned the degree we saw a decrease; maybe 30-40. The one piece that is non-negotiable is to drop academic standards to "pass" students. A second piece is student responsibility. The third piece to this challenge is do we as an institution have roadblocks preventing students from finishing?

JSCC is hosting a free, three week summer bridge program sponsored through Tennessee Achieves for students who are not quite at college level in reading, writing, and math. It is a Monday through Friday, 9 a.m. – 1 p.m. Students are tested on day one and the final day to determine improvement and prepare them for the ACT and college level courses. *Mr. Al Da Silva asked if the Board could be considered as speakers for events of this type in the future.*

Cary Vaughn asked if the potential student knows that we are "*lowest cost among community college*" or if a potential student is even concerned with that; is this is appealing to potential students. Mr. Brian Gann addressed the marketing strategy of "*most affordable*" and the upcoming 19-20 marketing campaign. Mr. Vaughn suggested "*most competitive*".

There were no questions.

DIRECTOR'S REPORT

Dr. Bobby Smith updated the Board of Mrs. Dee Henderson's health status.

Dr. Smith updated the Board of the status of the search for the Director of Development and Community Relations. There are two final candidates and open interviews will take place the week of June 24. The Trustees are invited to attend.

It was proposed that the annual Trustees Retreat be more of a meet and greet with the new director as a more personal introduction. Otherwise the first introduction to the Board would be at the September meeting. With no questions, ***Dr. Walter Nelms made a motion to accept the agenda as presented; Mr. John Rountree provided a second. There were no opposed; the motion passed.***

The President's Leadership Luncheon is still on the table but on hold to allow the new director to put their spin on it.

A list of scholarship awards and contributions for the fall 2018 and spring 2019 semesters is included in the meeting packet.

Dr. Smith has been reviewing non-scholarship and endowment agreements and will compile a report changes such as name changes, signature, dates, etc. in an effort to "tidy up" records prior to or just following the naming of the new director.

The Foundation is transitioning from Banner to Blackbaud for fundraising and financial reporting. The implementation should be complete August 1.

There were no questions.

VICE PRESIDENTS REPORTS:

Student Services:

Mr. Brian Gann updated the Board of TN Reconnect. What will happen in year two? The only eligibility changes would be move from age 23 to 24 or get married or have a child; this is a narrow pocket. These applications are up 2.2%. Eight of our sister institutions are down. We are one of the five that are up. Applications don't necessarily translate to registration.

Fall enrollment is up [significantly] and processing rates is the biggest contributor to that increase. We've done a better job of getting students returning for their sophomore year. We are at a point in time when new and transfer students are enrolling. TN Promise numbers are holding steady from year to year.

Mr. Gann thanked the Board for the policy change for the Student Relief/N.E.S.T. fund. A few discussions have begun related to sustainability and how do we strengthen the offerings?

Another initiative relates to how much we know about our students on the front end. Student Services has developed a seven minute survey for students to complete during orientation to assist in identify student need. These needs may be a need for counseling services or discuss a matter with campus police.

There were no questions.

Academic Affairs:

Dr. Larry Bailey updated the Board of the cooperation of our faculty who volunteer their time during the summer, outside of their contract, for Great Expectation sessions throughout the summer.

Dr. Bailey informed the Board of [grant] opportunities for adult education that has been a collaborative effort between Vicky Lake with West Tennessee Healthcare and Jackson State. Madison, Henry, and Gibson counties were selected as focus areas for our college.

TBR has approved four new certificates/credentials embedded in the CIT programs of Routing/Switching, Programming, Network, and Cyber Security programs. Dr. Tom Pigg has been instrumental in the success of these programs.

New certificates are currently being developed for Criminal Justice, Early Childhood Development and Coding/Billing. The hope is to have these in place in fall 2020.

The Ayers Foundation has made a special request for a high school level writing course to better prepare those students to be college ready. JSCC has partnered with and trained high school faculty, selected by the principles, on the curriculum. This program will be implemented in fall.

There are 32 students studying abroad in ten countries through the TNCiS program. Five of our faculty members are teaching abroad this summer. In the summer of 2020 we will have seven faculty teaching abroad and two who received a TBR grant to teach abroad during spring break 2020.

TBR has a goal for each student on the first day of class to have access to a textbook which many times is a barrier. Cengage Publications offers huge discounts for electronic books which may result in a savings of several hundred dollars for students enrolled in multiple classes whose faculty use Cengage textbooks. This is dependent upon TBR negotiations with Cengage. Students will have the option to use the eBook if they choose. Dr. Hamilton added there are multiple conversations happening in regard to this offering.

There were no questions.

Institutional Effectiveness & Advancement

Dr. Bobby Smith asked the Trustees if the week of August 5-9 would be an acceptable date for the meet and greet with the new director of development. (*nods from the Trustees*)

There were no questions.

Chairman Lewis reminded Board members of the next meeting date, September 19, 2019. With no further discussion, the meeting adjourned at 10:13 a.m.

*Respectfully submitted by Lisa Kincaid
Institutional Advancement
June 18, 2019*