NORTHEASTERN JUNIOR COLLEGE ADVISORY COUNCIL

MINUTES

The regular meeting of the NJC Advisory Council was held Thursday, February 14, 2013 in Hays Student Center Room #230.

Members Present: Mr. Darrel Mertens
Mr. John Chapdelaine
Mr. David Foy
Ms. Darcy Garretson
Ms. Carol Keil
Mr. Rich O'Connell

Others Present: Jay Lee, Stanton Gartin, David McNabb, Tammy Kallsen, Andy Long, Shawn Rose, Chelsea Blumenshine, Tyler Kelsch, Martha Gareis, Brenda Zink, Lynlee Gerk, Tyler Miller, Caleb Carlson, Bryan Shepherd, Dave Coles, Gail LaForce, Cyndi Hofmeister, Scott Thompson, Barbara Lafferty, James Foley, Tracey Knox, Marco Juarez, Ronda Bowey, Jessica Buckmaster, Jonathan Lichtenwalner, Derek Herbert, Barbara Baker, South Platte Sentinel and the Journal Advocate.

I. Darrel Mertens, Chair, called the meeting to order at 1:30 p.m.

II. The agenda for the February 14, 2013 Advisory Council Meeting was approved as presented. David Foy made the motion to approve the agenda and John Chapdelaine seconded the motion.

III. The minutes of the November 29, 2012 Advisory Council Meeting were approved as presented. Rich O'Connell made the motion to approve the minutes and David Foy seconded the motion.

IV. CELEBRATING SUCCESS

A. STUDENT SUCCESS

- **Caleb Carlson**
  - Baseball Coach Bryan Shepherd introduced Caleb Carlson. Caleb is a sophomore student from Loveland, CO. Caleb is a pitcher on the NJC Baseball Team. Caleb will be transferring on and will be majoring in Sports Medicine.
  - Bryan Shepherd and Jay Lee were approached by the Logan County Economic Development Corporation and the Mountain Collegiate Baseball Organization for Sterling to consider being part of this organization. The current cities involved in this organization are Casper, Cheyenne and Fort Collins. This organization is for

college age athletes. The organization plays 48 games during the summer, 24 of which would be home games. The LCEDC asked NJC if the NJC baseball fields could be used for this summer program. One obstacle in NJC's way is that our fields do not have lights to play in the evenings. It was decided that Sterling could not commit to summer 2013 but hopes to have things in order to join in 2014. Funding for the lights on the NJC baseball field will continue to be sought after.

- **Lynlee Gerk**
  - Brenda Zink, Math & Science Department Chair, introduced Lynlee Gerk. Lynlee is a sophomore student from Julesburg, CO. Lynlee came to NJC from the Colorado School of Mines where she earned her Bachelor's Degree in Engineering. She has been accepted into the University of Wyoming's Pharmaceutical School.

- **Tyler Miller**
  - Brenda Zink also introduced Tyler Miller. Tyler Miller is a sophomore student from Yuma, CO. Tyler was accepted into the CSU Biomedical Center but he declined to come to NJC to start his college education. He will go onto CSU after his graduation from NJC this spring. Tyler is involved in the Crossroads Club; he is an ASG Senator; he is a work-study student and is also a Resident Assistant in Blue Spruce Hall.

B. FACULTY/STAFF SUCCESS

- **New Staff Introductions – Tammy Kallsen**
  - Gail LaForce, Executive Director of the Foundation, introduced Cyndi Hofmeister as the new Grant Writer.
  - Scott Thompson, Liberal Arts Department Chair, introduced Barbara Lafferty as the new Administrative Assistant in the Liberal Arts Department.
  - Scott Thompson introduced James Foley as the new Criminal Justice Instructor.
  - Tyler Kelsch, Vice President of Administrative Services, introduced Tracy Knox as the new Physical Plant Director.
  - David McNabb, Residence Life Director, introduced Marco Juarez as the new Head Soccer Coach and as a new Assistant Residence Hall Director.
  - Stanton Gartin, Vice President of Academic Services, introduced Randell VonKrosigk (not present) as the new Animal Science Instructor and the new Livestock Judging Coach.

- **Classified Staff Employee of the Year Award**
  - Ronda Bowey, Director of Extended Studies, introduced Jessica Buckmaster as the Classified Employee of the Year Award Winner. Jessica is the Administrative Assistant in the Extended Studies area. Jessica also handles the Facilities Use responsibilities at the college.

- **Professional/Technical Employee of the Year Award**
  - Tyler Kelsch introduced Martha Gareis at the Professional/Technical Employee of the Year Award Winner. Martha is the Coordinator of the Document Center and the Mailroom.

- **Star Performer of the Year Award**
  - Scott Thompson introduced Jonathan Lichtenwalner as the Faculty Star Performer of the Year Award Winner. Jonathan is the Fire Science Program Coordinator.

- **Faculty of the Year Award**
  - Brenda Zink introduced David Coles as the Faculty of the Year Award Winner. David Coles teaches Astronomy, Geology, Chemistry and History. He is the sponsor for the Math & Science Club and is also in charge of the college's Star Parties at the Sterling Reservoir.

V. ITEMS:

- **Academic Profile – Stanton Gartin**

Where our students come from…					
	Fall '08	**Fall '09**	**Fall '10**	**Fall '11**	**Fall '12**
Logan County	47.40%	45.70%	47.20%	45.70%	47.89%
Rest of Service Area	21.70%	27.80%	19.70%	19.40%	18.76%
Other Colorado	26.60%	22.10%	29.50%	31.10%	29.38%
Out of State	4.20%	4.30%	3.60%	3.80%	3.97%
Characteristics of our students…					
Ethnicity (Both Full and Part-time)	**Fall '08**	**Fall '09**	**Fall '10**	**Fall '11**	**Fall '12**
American Indian/Alaskan Native	0.70%	0.90%	1.30%	1.50%	0.93%
Asian or Pacific Islander	0.90%	1.40%	1.20%	1.40%	0.52%
Black Non-Hispanic	6.90%	9.10%	9.70%	8.10%	4.02%
Hispanic - Other	10.20 %	10.10 %	10.00%	10.60%	8.09%
Unknown/Not Reported	2.40%	2.80%	7.10%	10.00%	14.12%
White Non-Hispanic	78.90 %	75.80 %	70.70%	68.30%	70.67%
2 or More	The gov added this category to ethnicity recently				1.49%
% of Fulltime that are Pell Recipients	38.13 %	49.84 %	54.90%	52.35	50.00%
% of Fulltime that report being 1st gen	52.20 %	53.17 %	52.45%	50.00%	30.25%
Full time Students– 12 credits or more	826	910	962	1063	952

Part time Students– less than 12 credits	1899	1789	1536	1228	988
Full time Average Age	21	21	21	21	21
Part time Average Age	37	36	34	33	32
Full time Males	430	475	511	520	465
Full time Females	480	486	551	586	487
Part time Males	567	461	330	337	314
Part time Females	1192	1054	768	667	674

Abilities our students enter with…

Out of the NJC students that reported the percent that reported a HS GPA in the categories below. *	**Fall '08**	**Fall '09**	**Fall '10**	**Fall '11**	**Fall '12**
4.0 +	2.85%	2.70%	3.15%	2.67%	1.95%
3.5 to 3.9999	20.09 %	21.91 %	17.74%	17.15%	14.97%
3.0 to 3.49999	26.69 %	25.04 %	27.07%	26.81%	27.54%
2.5 to 2.99999	24.29 %	24.75 %	25.76%	24.90%	26.35%
2.0 to 2.499999	17.99 %	16.79 %	18.40%	17.66%	19.91%
1.5 to 1.999999	6.90%	8.25%	7.23%	10.04%	8.38%
1.5 and below	1.20%	0.57%	0.66%	0.76%	0.90%
# of students that did not report GPA	243	258	301	319	284
% of new full-time first-time students needing at least one developmental class	53%	57%	64%	56%	58%
NJC Aver ACT Composite Score **	N/A	18.8	19.2	18.6	N/A
Colo Aver ACT Composite Score	20.5	20.5	20.8	20.6	20.7
National Aver ACT Comp Score	21.1	21.1	21.1	21	21.1
Number of Unduplicated Students that use the CLC For Tutoring Assistance	507	788	920	1010	873
* Students aren't required to report high school GPA and many choose not to.					

** NJC has not received their ACT student composite for the Fall 2012 term yet and did not get a report from 2008.

IPEDS Retention and Graduation Rates...

Year of IPEDS Report	**2007-08**	**2008-09**	**2009-10**	**2010-11**	**2011-12**
Fall to Fall Retention Rates	69%	56%	58%	55%	58%
Graduation Rates	38%	37%	37%	33%	35%

The Federal Government (IPEDS) creates a cohort to track for retention and graduation rates. The students selected to track need to be starting college for the first time at any college in the semester they start at NJC and they are full-time students the first semester they start. The retention rate is how many of the initial (first-time full-time) group are still enrolled the next fall. The graduation rate is how many of them graduate in three years or less for a regular degree. Because it is tracked by the federal government it is a consistent process for longitudinal tracking.

Programs and degrees that our students enroll in…

	Fall '08	Fall '09	Fall '10	Fall '11	Fall '12
% of full-time students in transfer programs	72%	79%	70%	65%	70%
% of full-time students in vocational (CTE) programs	27%	21%	30%	35%	30%

Popular transfer majors include Business/Accounting, Education, Psychology, Science, and Agriculture.Popular career and technical programs include practical nursing, associate degree nursing, cosmetology, automotive and diesel technology, wind technology, equine management, business, and agri-business. We offer 15 Career/Technical Education programs.

Online and Hybrid Courses…

Course numbers are full year not just fall.	2007-08	2008-09	2009-10	2010-11	2011-12
NJC Online **# courses - # students**	15 – 37	20 – 70	22 – 99	17 – 86	15 – 82
NJC Hybrid **# courses - # students**	95 – 635	98 – 533	90 – 555	90 – 621	79 – 715
CCC online **# courses - # students**	249 – 428	310 – 683	386 – 873	392 – 895	207 – 846

Students have a wide variety in course delivery options. In addition to traditional classroom based courses, they can also take online or hybrid courses. Online courses are delivered in a format that never requires on-campus attendance. Hybrid courses are a mix of online and face-to-face formats with the bulk of the class delivered online. These formats provide access and flexibility to the working adult or the commuting student. Online courses have higher tuition ($199.30/cr) than hybrid or classroom based courses ($112.75/cr) as mandated by the CCCS system.

Concurrent Enrollment…

Numbers shown are full year not just fall.	2007-08	2008-09	2009-10	2010-11	2011-2012
Number of school districts	9	11	13	15	19
Number of Concurrent courses	85	80	87	64	62
Number of Unduplicated Concurrent Students	285	302	317	367	355
Number of Waves courses *	Waves classes did not start			12	15

Number of Unduplicated Waves Students	until 2010.			74	82
FTE Generated by Concurrent Enrollment **	80.22	95.57	99.47	103.05	108.13

*In 2010 NJC started using Waves courses to provide services to more concurrent students.

** FTE is a function of credit hours that the state uses to determine our enrollment. In essence, the amount credit hours earned by the concurrent students in 2011-2012 is the same as if a little over 108 full-time students took a full 30 cr hrs during a school year.

Percent of classes taught by full and part-time faculty…

	Fall '08	**Fall '09**	**Fall '10**	**Fall '11**	**Fall '12**
Total Class Sections	540	436	408	417	425
% taught by fulltime faculty & % by part-time faculty	53% 47%	62.4% 37.6%	61.3% 38.7%	58.5% 41.5%	64.8% 35.2%
On-campus Sections Only	407	367	359	375	309
% taught by fulltime faculty & % by part-time faculty	71% 29%	74.1% 25.9%	69.6% 30.4%	65.1% 34.9%	73.9% 26.1%

Cost to attend NJC…

Numbers shown are full year not just fall.	**2008-09**	**2009-10**	**2010-11**	**2011-12**	**2012-13**
Annual cost of attendance	$9,640	$10,131	$10,601	$11,063	$11,572

Following is a summary of what it costs the typical Colorado resident to attend NJC. It includes 32 credits of tuition & fees, housing, a meal plan, and books. And remember, parking is still free at NJC.

Some Comparison Costs (also 32 cr hrs.)	CSU	CU-Boulder	UNC	Colorado Mesa	Univ of Wyoming
2012-2013 (Just Tuition, Fees, Room, and Board) Does not include extra expenses like books and parking.	$18,956	$21,394	$17,925	$15,658	$14,952

Numbers shown are just fall.	**Fall '08**	**Fall '09**	**Fall '10**	**Fall '11**	**Fall '12**
Count of full-time/first-time Students	**444**	**445**	**502**	**515**	**426**
% that brought in concurrent credits	**36.5%**	**35.7%**	**31.3%**	**31.3%**	**31.2%**
Average Credit hours brought in	**12.7**	**13.11**	**14.09**	**13.49**	**12.89**
Average amount of money saved in tuition & fees	**$1331**	**$1425.90**	**$1,629.50**	**$1,720.63**	**$1,755.80**

The students reported as full-time/first-time either identified themselves as new on the application or had a high school graduation date of the Spring prior to the fall reporting semester.

Year Graduated. (Data from CDHE)	2008	2009	2010	2011	2012
Average Student Loan Debt Upon Graduation	$6,919	$9,179	$9,660	$10,862	$10,571

% of graduating students that left without any loan debt.	47%	44%	53%	44%	53%

Where our students transfer to…

Colorado Colleges	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011
Adam's State College	1	2	3	3	2
Colorado Christian Univ	CDHE did not report private colleges until 2010.				8
Colorado Mesa Univ	4	7	7	7	6
Colorado School of Mines	0	0	0	1	0
CSU Fort Collins	33	33	33	40	48
CSU Global	N/A	N/A	N/A	5	1
CSU Pueblo	7	7	4	5	5
Fort Lewis College	2	0	0	3	1
Metro State Coll Denver	19	8	16	18	20
Univ of Colorado-Boulder	4	3	2	0	2
Univ of Colorado-Colo Spr	2	2	3	1	1
Univ of Colorado-Denver	1	1	3	2	5
Univ of Northern Colo	25	30	31	34	45
Western State Coll	3	1	4	3	1
Total Transfers	**101**	**94**	**106**	**122**	**137**

The Colorado Department of Higher Education keeps track of how many students from Colorado community colleges transfer to the Colorado public 4-year colleges listed above. The data comes from CDHE and does not include transfers to other states, other community colleges, or to private universities. Data for 2011-2012 has not been released yet by CDHE.

How our students succeed…

Degree Earned	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012
AA	90	72	78	98	113
AS	26	24	38	39	35
AGS	34	56	43	48	47
AAS	56	52	62	64	75
Certificates	72	133	124	108	95
# that were Summa Cum Laude (Cumulative GPA of 4.0)	7	6	7	8	8
# that were Magna Cum Laude (Cumulative GPA of 3.75-3.999)	23	24	28	26	34
# that were Cum Laude (Cumulative GPA of 3.5-3.749)	30	20	26	35	47

- **Foundation Update – Gail LaForce**
  - The Foundation has chosen to do a Gala again this year. This year's Gala will be held on June 1st at the Plainsman Grill. The theme will be "Evening in Tuscany". The money earned from the Gala is applied to the Hope Scholarship Fund.

- On February 5, 2013 the Foundation sold the Hoffman Honor's House. The funds earned from the sale will go to establish an endowment for the Honor's Program scholarships and trips.
- A NJC alum recently donated to NJC a parcel of land he owns in Fort Morgan. The land has appraised for about $25,000. The college will sell the property.

- **Noel Levitz Recommendations – Andy Long**
  - Noel Levitz (a higher education consulting firm that helps campuses achieve their goals in enrollment management and student success) was on campus in January to try and help NJC with its enrollment strategies.

    Noel Levitz Recommendations 201

- **Plainsman Grill/NE 18 Update**
  - The Annual Pass Holder Rates for the 2013 golf season have been lowered to match the rate of the other local golf course. Letters and refund checks have been sent out to those patrons who have already paid their fees. The Northeastern 18 is trying to host more golf tournaments and events. The men's golf league will be split into two evenings now, Tuesday and Thursday evenings. The women's golf league is trying to add more players to its league.
  - The Plainsman Grill has several weddings and reunions booked at its facilities. They are open 7 days a week now with a Sunday Brunch. The Sunday Brunch has been serving about 100 people every Sunday.

VI. PRESIDENT'S REPORT – Jay Lee

- **Enrollment**
  - Summer 2012, NJC was down 6 FTE
  - Fall 2012, NJC was down 83 FTE.
  - Currently for Spring 2013, NJC is 83 FTE.
  - NJC is down 172 FTE from last year.
  - NJC built the budget on a higher anticipated enrollment. NJC estimated we would be down 4% instead of the current 12% decrease we are seeing. One FTE = approximately $3,500 which equals to a deficit of approximately $700,000 in next year's budget for NJC.
  - Housing is currently 81% full. NJC offered a Springs Beginning Scholarship for students enrolling at NJC starting the Spring Semester. Nine students took advantage of that offer.
  - NJC's reserves are currently at $3,500,000 which is 22.62% of NJC's operating budget. This is a good reserve, but it is one of the lowest reserve amounts of all the Colorado Community Colleges.

- Some studies show that Colorado will see student enrollment growth once again, but not for another three years.

- **Budget Issues**
  - The President's Cabinet is trying to figure out what to do with grant funded positions once the funding for these positions ends.
  - Jay Lee pledged to get NJC's faculty workload down to 30 credits to match all the other community colleges. Currently NJC's faculty carry a workload of 31 credits.
  - CCCS has a five-year plan to give raises to faculty. NJC has to budget for these raises.
  - The Governor's proposed budget includes a raise for Classified Staff for the first time in four years.
  - The Governor has written into next year's budget an increase of $6 million for community colleges.
  - Jay Lee pitched to the State Board for Community College and Occupational Education yesterday a proposal for NJC to move forward on a Wireless Technology Access Project. Funding for this project is being supported fully by a grant of approximately $790,000 from the NJC Foundation. The source of the funds are the re-purposing by the donor of the remaining balance from the Blue Spruce Residence Hall made to the Foundation in 2009. The State Board approved the plan.
  - NJC received a $100,000 Incentive Funding from CCCS to begin a Summer Bridge Program for incoming freshmen.

- **New Programs**
  - NJC looking at starting a Pipeline Welding Program. Jay had a conversation last week and the startup of a Sports Medicine Program looks like a possibility as well.
  - A new Title III Grant request will be put together to begin an Audio and Visual Production Programs which could result in renovations to the Dorothy Corsberg Theatre.
  - Looking at adding Women's Soccer.

- **Miscellaneous**
  - Electronic evaluations will be sent out to the campus for the President's Cabinet members which will include the President, Vice Presidents, Deans and Human Resource Director. Other batches of evaluations will be sent out afterwards that will include surveys on other supervisors and department chairs.
  - The NJC website now includes a President's web page where anyone can unanimously or with their names send suggestions and/or comments to the President.

VII. REPORTS:

A. Associated Student Government (ASG) Report – Chelsea Blumenshine

- Chelsea reported the first week activities:
  - Tuesday, January 22nd – Cinnamon Rolls/Hot Cocoa in Pete's Retreat
  - Wednesday, January 23rd – Laser Tag in Ballroom

- Thursday, January 24th – $2 Movie Night at Fox 5 Theatre
- Friday, January 25th – Casino Night in Pete's Retreat
- Saturday, January 26th – Dodge Ball in Event Center

- Currently conducting interviews for new ASG Senators.
- ASG elections will be held soon.
- Pack the House Night – February 19th at basketball games vs. Otero.
- Hosting a Hypnotist on campus on April 2nd.

VIII. AUDIENCE PARTICIPATION

- None.

IX. EXECUTIVE SESSION

Darrel Mertens stated the following:
I move pursuant to Colorado Revised Statutes section 24-6-402 (3)(a)(I) that the Council hold an executive session to discuss matters relating to the purchase of property for public purposes or the sale of property at competitive bidding.

X. ADJOURNMENT

- The meeting was adjourned at 3:10 p.m.

Respectfully Submitted,

Shawn Rose
Recording Secretary

cc: Advisory Council Members, Jay Lee