

### NORTHEASTERN JUNIOR COLLEGE ADVISORY COUNCIL

### **MINUTES**

The regular meeting of the NJC Advisory Council was held Thursday, April 18, 2013 in Hays Student Center Room #230.

Members Present: Mr. Darrel Mertens

Mr. Bob Carpio

Mr. John Chapdelaine

Mr. David Foy Ms. Carol Keil

Mr. Rich O'Connell

**Others Present:** Jay Lee, Stanton Gartin, Steve Smith, David McNabb, Tammy Kallsen, Shawn Rose, Chelsea Blumenshine, Tyler Kelsch, Barbara Baker, Deb Walker, Jenna Vandenbark, Chelsea Blumenshine, Stephan Geu, Janna Smith, Jack Annan, Angela Anderson, Amanda Unrein, Jason Hazlett, 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 April 18, 2013 Advisory Council Meeting was approved as presented with an amendment to remove the Faculty Association Report. Rich O'Connell made the motion to approve the agenda and David Foy seconded the motion.
- III. The minutes of the February 14, 2013 Advisory Council Meeting were approved as presented. Carol Keil made the motion to approve the minutes and Bob Carpio seconded the motion.

### IV. CELEBRATING SUCCESS

### A. STUDENT SUCCESS

- NJC 2012 Phi Theta Kappa All-Colorado Academic Team Deb Walker
  - Chelsea Blumenshine
    - Chelsea is a sophomore student from Fort Collins, Colorado. She is in the NJC Honors Program. Chelsea is the current president of the college's Associated Student Government. She is transferring to UNC next semester.

#### Jenna Vandenbark

 Jenna is a sophomore student from Fleming, Colorado. She is majoring in Business. She is an active student participating in the Honors Program, Student Senate, Americorps, and serves as the PTK chapter president. She is transferring to UNC next semester.

• These two students were recognized March 14<sup>th</sup> during a special ceremony and luncheon held in Denver.

# NJC Rising Star Award Winners – David McNabb

#### Janna Smith

 Janna is a sophomore student majoring in animal science. She is treasurer for the NJC Aggies Club, Vice President of Phi Theta Kappa, a Crossroads Club Leadership Team member, a member of the Ambassador Team, and a member of the rodeo team.

# Stephan Geu

- O Stephan is a sophomore student from Peetz. He is the president of the NJC Aggies Club, treasurer for the Collegiate Farm Bureau and is currently 1<sup>st</sup> Vice President of the Association Student Government. He also manages the greenhouse on campus.
- These two students were honored at an awards luncheon ceremony that was held in Denver on April 9<sup>th</sup>.

### **B. FACULTY/STAFF SUCCESS**

- New Staff Introductions Tammy Kallsen
  - Angela Anderson, Director of Records/Admissions Processes & Registrar, introduced Ashley Unrein as the new Assistant Registrar.
  - Tammy Kallsen introduced Kathy Bright (not present) as a new Custodian in Walker Hall and Beede Hamil.

### V. ITEMS:

### Alumni Association Report

# o History of NJC Alumni Association

- o Organized in the 1950's and was active until the 1960's.
- o Was reactivated in 1983 and has been very involved since that time.
- Executive Directors were Ron Bailey, Pat Fox and in 1996 Jack was asked to serve as the Executive Director.

### Board of Directors

- President Ben Rainbolt from Platteville
- Vice President Ken Kreutzer from Brighton
- Bob Carpio from Yuma
- Andrea Andersen from Limon
- Dr. Ray Kilmer from Colorado Springs
- Carol Keil from Sterling
- Debi Wyatt from Sterling
- Amanda Steele from Sterling

- David Huss from Iliff
  - o They serve 3 year term and may be re-elected to a second 3 year term.

## In 1995 a Frontier 2000 Committee Was Organized

- To plan reunion of the 1941 to 1950 graduates in 2000.
- Met for 5 years to plan the activity.
- On Commencement Day in May, 2000 24 alumni and 3 faculty members attended a luncheon.
- They then went to the bookstore and received a cap and gown.
- The group led the 2000 graduating class into Jackson-Edwards Arena.
- Each one was introduced on stage and was presented with a certificate in a diploma cover.
- Donated \$2,000 toward the Alumni Clock Tower.
- The group did not want to disband.
- Began planning and developing the NJC Alumni Heritage Center which was dedicated in May of 2006.
- The group continues to meet monthly during the college year.

# Review 2012 Summary of Activities

- Held Board of Directors meetings in January, April, July and October.
- Represented at regular NJC Foundation meetings.
- Represented at NJC Alumni Heritage Center meetings.
- Sponsored Annual Hoops Homecoming activities.
- Opened Alumni Heritage Center at Discovery Days and prior to Hoops Homecoming.
- Provided individual and group tours of Alumni Heritage Center.
- Presented gifts to alumni basketball and baseball players prior to alumni games.
- Alumni Board member on program at Commencement.
- Presented "Pride in Association Award" at Commencement.
- Selected Mace Bearer for Commencement.
- Provided diploma cover insert for graduates at commencement.
- Provided one year complimentary membership to Alumni Association to graduates.
- Donated funds to Ambassadors.
- Donated funds to Peer Counselors.
- Provided sponsorship at Plainsmen Athletic Group Golf Tournament.
- Entered Alumni Association entry in Logan County Fair Parade. Won first place.
- Donated Life Membership at Plainsmen Athletic Group Cajun Boil.
- Worked cooperatively with Director of Marketing to develop materials for Spring Re-Pete Review issue.
- Continue updating of alumni addresses and email addresses.
- Conducted alumni fundraising for Campus Beautification Project, \$12,000 raised.

Presence on Facebook.

# Review Monetary Donation

- A total of \$59,000 has been donated since 1992 to college groups and activities.
- This spring will donate an additional \$12,000 toward the Campus Beautification Project.
  - Will provide landscaping from Landrum Lane to the Alumni Clock Tower between Phillips Whyman and Poole Hall.

## VI. PRESIDENT'S REPORT – Jay Lee

- Summer Bridge Program Stanton Gartin
  - NJC will be receiving \$100,000 from the Colorado Community College System's (CCCS) initiative funding. The funding is one-time funds to support investment in initiatives related to one of the defined SBCCOE performance priorities including graduation, retention, transfer, remediation, enrollment diversity and closing the attainment gap. NJC will use this money to run a Summer Bridge Program. This will be a one-time free opportunity for students to take coursework to close the academic "gap". This program will be available to high school juniors, seniors, incoming college freshmen or current NJC students that need preparatory classes, depending upon their ACT or Accuplacer tests. These preparatory classes can be time consuming and expensive once you get to college. The program will pay for tuition, fees and books which equals a savings up to \$1,400. The classes covered under the Summer Bridge Program are MAT 096, ENG 090, REA 090 and AAA 101. Students can take up to two classes if they wanted to. Tutoring will be available for students as well. The college is marketing this program through contact with local high school counselors, information nights at high schools, newspaper and radio advertisements and direct mailings.
  - CCCS created a Development Ed Task Force that will be changing how Development Ed courses are managed and run through Colorado Community Colleges. These changes will take effect in the Fall 2014. Stanton Gartin, VP of Academic Services, stated that about 50% of our students need some kind of remedial courses.

### • Behavioral Intervention Team (BIT) – Steve Smith

- Several NJC staff went through a CCCS system-wide training for Behavioral Intervention Teams. Steve Smith, Dean of Students at NJC, and NJC's IT Department recently developed a web-based referral form that will be used for several purposes, including referrals to the Behavioral Intervention Team. The type of incidents that can be reported through this web page are disruptive or concerning behavior, sexual misconduct, harassment, academic dishonesty, drugs/alcohol/smoking on campus, theft/property damage, residence hall violations, medical or other emergencies and other code of conduction violations.
- NJC's BIT Team consists of Steve Smith, Scott Thompson (Dept. Chair of Liberal Arts/Psychology Instructor), David McNabb (Director of Residence Life), Misti Lauer (Director of the Comprehensive Learning Center) and Cindy Carey (Counselor).

## • Budget – Tyler Kelsch

The following budget sheets were provided to the Advisory Council.



- o FY 2011 NJC had a net income of \$448,435.80 that was put into reserves.
- o FY 2012 NJC had a net income of \$1,407,973.28 that was put into reserves.
- According to the last page of these reports, NJC is only anticipating a loss for this
  fiscal year of \$89,963.99. Bigger losses were being anticipated but because this
  year's budget was built on budgeted expenses and revenues rather than actual costs
  expenses and revenues, the more accurate projection is for a much smaller fiscal
  year deficit.
- Mandates for FY 14 include raises for Classified Staff, Exempt Staff and Faculty and cost increases for PERA and benefits from such raises. Other costs are anticipated such as from utility cost increases, etc.

#### Enrollment

- o Fall 2012 and Spring 2013 head counts is down 405. FTE is down 163.8 which is an 11.8% decrease.
- In January, the CEO from Noel Levitz was on campus to evaluate NJC's recruiting, retention and marketing strategies. NJC is working hard to incorporate their recommendations to help increase enrollment.

### • Good News – E.S. French Remodel

It looks good that NJC will receive capital construction money to renovate E.S.
 French. The amount of this capital construction money is \$13,128,000. These costs were based on a plan that was created in 2008. However, the college has been doing infrastructure improvements for years to that building so hopefully this will help equal out additional inflation costs.

### Advisory Council Member and Terms

 Darrel Mertens will be going off of the Advisory Council on June 30, 2013. Darrel has served two four-year terms which is the limit. Jay is working to find a replacement for Darrel. David Foy's and Rich O'Connell's first terms are up on June 30, 2013. They agreed to both serve another four year term. Darcy Garretson will be term limited next summer on June 30, 2014.

### VII. REPORTS:

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

- ASG sponsored a hypnotist, Frederick Winters, who was on campus April 2<sup>nd</sup>. There was a good student turnout for that event.
- ASG elections were held April 17<sup>th</sup> and 18<sup>th</sup>.

- o The ASG Annual Banquet will be held the evening of Monday, April 22<sup>nd</sup> where the new officers will be announced.
- O An End-Of-The-Year Block Party will be held on Tuesday, May 7 from 3:00 to 7:00 p.m. The Peer Helpers are working with ASG to bring a few more events to campus. There will be a mechanical bull, hamster drag racing, a bouncy house, a 2-lane bungee run, ping pong tables, a slip n slide, mud tug-o-war, a cotton candy machine, a dee-jay, and food and beverages available for students.

## VIII. Recognition of Outgoing Advisory Council Member

President Jay Lee recognized Darrel Mertens for his service and dedication to the NJC Advisory Council. He presented a clock to Darrel. Darrel has served eight years on the Council. He was the Chair for two years – 2011 through 2013 as well as serving as the Vice Chair for four years – 2007 through 2011. Darrel thanked President Lee and commented that the college has always been near and dear to his heart and will always be.

### IX. AUDIENCE PARTICIPATION

None.

### X. EXECUTIVE SESSION

Rich O'Connell 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.

## XI. ADJOURNMENT

• The meeting was adjourned at 2:45 p.m.

Respectfully Submitted,

# Shawn Rose

**Recording Secretary** 

cc: Advisory Council Members, Jay Lee