LEADERSHIP TEAM MEETING
Tuesday, January 14, 2014
9:00 a.m.
President's Office

MINUTES

Members Present: Barbara Baker, Stanton Gartin, Sianna Gomez, Connie Henderson, Marci Henry, Renee Johnson, Tyler Kelsch, Jay Lee, Shawn Rose and Steve Smith.

Member Absent: Gail LaForce

Guests Present: Ed Campaniello and Gary Eberhart from Ecoplexus.

- **Ecoplexus – Solar Panels on Campus**
  - Ed Campaniello, Vice President of Finance from Ecoplexus and Gary Eberhart, Senior Project Manager from Ecoplexus met with the Leadership Team.
  - Ecoplexus is a leader in the development, design, engineering, construction, and financing of solar energy systems for the non-profit, commercial, municipal, and utility markets. Ecoplexus is putting up a Solar Garden across the railroad tracks from NJC for the City of Sterling. They are also putting up solar panels at the Sterling Correctional Facility. They would also like to put solar panels on NJC's campus.
  - Ecoplexus was established in 2008. They are headquartered in San Francisco with development offices in New York City, Tokyo and Istanbul and have completed over 40 projects.
  - Project Overview – NJC 500kW Solar Installation
    - Rooftop and carport (optional) installed
      - The two buildings being looked at to put solar panels on are the Bank of Colorado Event and E.S. French. E.S. French may not work with the remodel project coming up. Another building/area will need to be agreed upon. Ecoplexus stated that their solar panels do not require that holes be put in the roofs. The panels are created on a weighted system and are "unmovable" after proper installation. They will be created to withstand Sterling's winds. They are very tough and stand up to most hailstorms. If any damage does occur, Ecoplexus is responsible for the repairs and upkeep of the equipment.
    - Net metered system
    - Expected electrical utility savings to NJC of $290,000 over 25 year contract period
    - Locks in energy prices at 1.5% annual increase vs. historical average of 3.8%
    - Utilizes Xcel incentives and innovative project financing to save money
  - Educational Opportunities
    - Lesson Plans ("How Does Solar Work?" and more)
    - Multimedia and Social Networking Tools
    - Teaching Videos
    - Real-Time Data Monitoring Activities connected with the NJC's solar power systems
    - Classroom and Assembly Guest Speakers
  - Project Timeline
    - Secure REC's from Xcel – Completed in 2013
    - Initial site study – Completed in December 2013
    - College billing analysis – Completed in December 2013

        - Proposal to College – January 2014
        - College enters into Power Purchase Agreement – January 2014
        - Comprehensive system design – February 2014
        - Necessary permitting and approvals – February 2014
        - Procurement of materials – February 2014
        - Begin construction – March 2014
        - Commercial operation – July 2014
    - Next Steps
        - Jay and Tyler will review the numbers. There will be no initial cost for the college. The Power Purchase Agreement will need to be reviewed by the System Office's legal department.

- **Enrollment** – *Jay*
    - Spring 2014
        - Head Count as of 1/13/2014 was 1,066. Same time last year it was 1,158. Down -92.
        - FTE as of 1/13/2014 was 464.9. Same time last year it was 485.3. Down -20.4.
    - J-Term 2014

Copy of J-term Enrollment History - 1·

    - Housing
        - Currently there are 36 empty beds, which equals to a 93% occupancy rate which is very good for spring semester.
        - The housing office is still processing housing contracts so more empty beds could be spoken for.

- **NWKTC Trip Debrief** – *Jay*
    - On January 7th, fourteen individuals from NJC visited Northwest Kansas Technical College to talk with various faculty, staff and students about their experiences of being an iPad College.
    - Sianna commented that she spoke to several students and instructors about their thoughts and feelings of being an iPad College. Most were excited and would recommend NJC become an iPad College. The pros that they stated were that iPads make everything central for students and instructors. The athletes loved the ease of being able to follow class and homework while traveling on the road. The cons were that some students stated that iPads are a big distraction; there is always that temptation of getting on Facebook or Twitter or playing games. They also commented that occasionally there are technical issues with the iPads that won't allow them to sign in or access a class or homework, but they said the issues are always dealt with timely.
    - Stanton visited with a few Northwest Tech faculty members, mostly CTE faculty. Northwest Tech has some faculty that utilize iPad and its technology extensively and some that use it minimally. Stanton did note that the classrooms he looked into had TV's – most of which were about 52" – 60" TV's in each room. They do not use projectors, but they use TV's. Not having to replace projector bulbs will be a cost savings for NJC. Stanton did talk to their faculty members about concurrent enrollment issues with their local high schools. He noted that the local high schools all use Mac computers.
    - Jay did note that Northwest Tech was a Mac institution before it became an iPad College which made their switch easier.
    - Northwest Tech is pushing that their students create electronic portfolios to help with job hunting. One Northwest Tech cosmetology student used her iPad to create an electronic

portfolio to help her get a job. She could show the perspective employer the work that she had done in her field of study on her iPad. Northwest Tech currently provides a $500 stipend to the student with the winning electronic portfolio.
  - Jay noted that Northwest Tech did have a lot of iPad breakage the first year. They went with a harder more protective cover after the first year which cut down on breaks.
  - Northwest Tech also uses their iPad technology to push announcements and alerts out to their students.
  - Jay said that he will be giving his last pitch to faculty and staff for the iPad concept at the in-service next Monday.

- **Admission's Request** – *Jay*
  - Terry Ruch has requested that the Admission's Department have representation on the Leadership Team. The Leadership Team discussed his request and agreed to have Terry or another representative from the Admissions Departments come to the Leadership Team meetings once a month. The Leadership Team agreed that at the meetings where the Admission's rep is present they would like a report/update on enrollment as well recruitment efforts.

- **Spring 2014 In-Service Prep** – *Jay*
  - Renee handed out the draft of the Spring 2014 In-Service agenda. A few corrections were made. Renee will make the corrections and send the agenda out electronically to all faculty and staff. A hard copy will not be mailed out.

- **HLC Convention** – *Jay*
  - Jay is going to send a team of NJC staff to the Higher Learning Commission Annual Conference that will be held in Chicago on April 10-14th. Jay feels that this would be beneficial to staff members so that they can become exposed to the Open Pathway that NJC has chosen. Those that have been identified so far to go are Jay, Stanton Gartin, Misti Pierce, Steve Smith, Derek Herbert and Ronda Bowey. Jay needs one (or two) faculty members to also be on this team. Connie Henderson will help find a faculty member (or two) who will make a commitment to attend this conference and to help take a lead with the accreditation process. NJC is five years out from its next accreditation visit in 2018-2019.

- **Good of the Order/Rumor Control**
  - Marci commented that she sent an email to the Leadership Team with a link to a company called Reach. Reach is a digital signage company that could replace the DVD announcements.
  - Steve alerted everyone that the offices in the Student Center will be in their offices as normal next Tuesday. Tables will not be set up in the hallways for students, but rather students will just visit individual offices for their needs. Steve noted that Advising/Testing Center will be very busy next Tuesday.
  - Steve told the Leadership Team that there were 30 suspensions from last semester. Ten students appealed their suspensions and yesterday when the Academic Suspension Appeals Team met they approved nine out of the ten appeals.

- **Next Leadership Team Meeting** – *Tuesday, January 28th – 9:00 a.m.*
  - *We will not meet on Tuesday, January 21st.