

LEADERSHIP TEAM MEETING

Tuesday, January 28, 2014

9:30 a.m.

President's Office

MINUTES

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

Members Absent: Marci Henry

Guest Present: Julie Brower

- **Enrollment – Jay**
 - Spring 2014
 - Head Count as of 1/27/2014 was 1,341. Same time last year it was 1,348. Down -7.
 - FTE as of 1/27/2014 was 539.05. Same time last year it was 522.1. Up 17 FTE! Good News!
 - Housing has had some cancellations for spring semester. Housing still has a 91% occupancy rate which is good for spring semester.

- **Nursing Program Changes – Stanton/Julie**
 - The nursing programs at NJC will be restructured starting fall 2015. NJC will begin to only offer a two year RN Program. This decision has been made because of the difficulty in finding qualified nursing instructors as well as the significant administrative time and costs associated with maintaining two separate programs. After the first year of the program, students will have the option of taking a summer course that covers the scope and practice of an LPN and could then take the state board exam to become a LPN. For some, that may meet their career goal at the time while others may elect to continue in the program. They would then have the opportunity to work part-time as an LPN while finishing the program. NJC must go through the State Board of Nursing and the Nursing Accreditation body to get approval to do this. We believe it will also help with State Board pass rates for NJC students. For students to enter the two year RN program there will be higher pre-requisites. Notifications will be sent out to students and businesses that will be affected by these changes.

- **Capital Repair List – Jay**
 - Tracey Knox sent out an email a couple of weeks ago asking for faculty and staff to email him a list of any rooms or areas that need new carpet, paint, window coverings or ceiling tiles. Tracey will then put together a priority list of these needs. He will put together a budget and a rotating upkeep schedule for the projects. Jay shared the preliminary list with the Leadership Team. He asked that the Team members take this list back to their areas and let him or Tracey know if there are other projects that need to be added to this preliminary list.

- **Tuition Comparison – Jay**
 - Jay had a conversation with the Presidents of the other rural colleges last week about out-of-state tuition rates. Currently the other rural colleges, besides MCC, charge out-of-state students \$223 a credit whereas NJC charges out-of-state students \$392 a credit (excluding

Nebraska, Kansas and Oklahoma students). This came about several years ago when Judy Giacomini presented to the State Board a Border State Initiative that would allow NJC to charge students from Nebraska, Kansas and Oklahoma this lower rate. The other rural colleges also presented to the State Board as well, however asking this rate for all states. At the April State Board Meeting, Jay and Tyler will ask the State Board for permission to charge this lower tuition rates to students from any state.

- **Higher Learning Commission Convention – April 12-15 – Jay**
 - Jay had asked Connie at the last Leadership Meeting to help find a faculty member (or two) who will make a commitment to attend the Higher Learning Commission Convention in April and to help take a lead with the accreditation process. Connie asked for a volunteer at the last Faculty Senate Meeting. Some faculty were interested, but had questions such as what would the compensation be and how many hours this commitment would be. This would be a commitment for about five years. Jay recognized that he and Stanton need to answer these questions. They will try to get information out to the faculty and Jay asked that Stanton help identify a faculty member for this.

- **In-Service Debrief – Jay**
 - Jay asked the group how they felt the In-Service Day on January 20th went. Everyone thought it went well.
 - Shawn typed up the written comments from the faculty and staff. The comments were handed out. Jay recognizes that a lot of questions need to be answered. He plans to create an iPad Group, an Advisory Group that can help answer these questions for faculty and staff.
 - Shawn commented that she has heard from 14 faculty and staff members who would like to take part in the iPad Institute that will be held during Spring Break. Jay said that we need at least 20 participants. Connie commented that some faculty feel that \$200 a day compensation is not enough because it doesn't compare to their normal daily rates especially for an eight hour day. She also expressed concern that Spring Break is not good for a lot of faculty because many of them use Spring Break as a time to take a vacation or go out of town. Jay said that perhaps another time needs to be considered although he has heard from several faculty who have said that the week after graduation in May is not a good time either.

- **E.S. French Renovation Update – Jay**
 - The E.S. French renovation committee is finalizing construction documents. The project was in the red by approximately \$600,000 in part because of the additional cost for asbestos removal. The committee with the help of the architects has cut some costs and has the budget in order. One way to cut costs was to leave nine classrooms pretty basic in the plan. Fundraising efforts will take place to help raise money to put the technology in these classrooms. The group is sparing no costs to make sure the theatre will be very nice when finished and will be utilized by the entire Sterling community. The remodel is on budget and on time.

- **ViewPoint Industry Proposal – Jay**
 - Last week Jay and Barbara had a phone conference with ViewPoint Industry TV. They are a production company that would like to come to NJC and do a 30 minute show on one of NJC's signature programs. Terry Bradshaw hosts the show. The show would air about 20 times in various markets. The cost for this would about \$19,200. Jay and Barbara have many questions such as what television channels this would be shown on, what time of day these would be aired on, what types of commercials would air with the show, etc. Jay and Barbara have

another phone call with them this Friday. Barbara also commented that she and Jay don't know if we will capture the right target audience for this price tag.

- **Good of the Order/Rumor Control**
 - Connie commented that she recently spoke with Mike Vair about the new Development Ed changes and the soft landing and she is very impressed with that committee's plan. Stanton noted that CCCS will continue to use the Accuplacer testing through this summer at least. CCCS is looking at vendors for the new testing software. It would be Fall 2014 at the very earliest that new testing software would be in place.
 - Gail noted that the Foundation fundraising event will be held Saturday, March 22nd in the Hays Student Center Ballroom. The event will include a dinner, speaker, auction and a band. Gail will be sending out an email asking for faculty and staff volunteers to help with the event.
 - Renee said that all full-time benefit eligible faculty and staff should have received a total compensation letter from CCCS.
 - Sianna reported that all first week activities went great and were well attended by students.
 - Stanton notified the group that last Friday they had their first Vice Presidents meeting in Denver for the semester. The meeting was the first with the new CCCS Vice Presidents; Jerry Migler, Academic Affairs and Keith Howard, Student Services.
 - Stanton informed the group that the legislation that would allow community colleges to award Bachelor of Applied Science degrees has passed in committee and seems to be progressing better than last year.

- **Next Leadership Team Meeting** – *Tuesday, February 4th – 9:00 a.m.*