

LEADERSHIP TEAM MEETING

Tuesday, January 22, 2013

3:15 p.m.

President's Office

MINUTES

Members Present: Chelsea Blumenshine, Stanton Gartin, Tammy Kallsen, Tyler Kelsch, Gail LaForce, Jay Lee, Andy Long, Larry Pollart, Shawn Rose and Steve Smith.

Members Absent: Barbara Baker and Marci Henry

- **In-Service Debrief – Jay**
 - Positive comments were heard about this year's In-Service format. Everyone seemed to like the two 30 minute presentations given. Larry Pollart noted that several people felt the declining enrollment numbers were alarming. The Leadership Team discussed Scott Thompson's presentation on social media. Larry asked if next fall's in-service could include a CPR/First Aid class for interested faculty and staff. Steve noted that this would go well with the planned mental health workshop being planned for next fall's in-service.
- **Journal Advocate Proposal – Barbara**
 - Barbara and Jay recently met with representatives from the Journal Advocate to discuss the Journal Advocate's campaign to promote local businesses. Jay commented that this would be a good way to promote programs, etc., but with the current budget he does not know if the cost of this is feasible.
- **Administrator Evaluation – Jay**
 - Evaluations on Jay, Stanton, Tyler, Steve, Andy and Tammy will be sent out soon. The President's Cabinet will try to identify the best way to identify the individuals to whom the evaluations will be sent to. Direct reports to these individuals will get the evaluations as well as a few select other faculty and staff members. Larry commented that some faculty have concerns of who will receive these evaluations. They believe that all faculty should receive the evaluations to make the results fair and not skewed. Jay will bring the proposed plan back to the Leadership Team for approval. Once the plan is approved, the evaluations will be sent out in Zoomerang format and the results will be put together by a third-party.
- **RE-1 Valley Endorsed Diploma – Jay**
 - On January 15th, Jay attended a community conversation on the proposal of an Endorsed Diploma for the RE-1 Valley School District. Parents, patrons, staff, and community members were invited to be part of the conversation with Emmy Glancy, Academic Policy Officer Department of Higher Education. At the meeting they discussed the work of Colorado's Endorsed Diploma Work Group and answered questions about the benefits for students graduating from Colorado high schools as they pursue higher education opportunities in Colorado's various colleges and universities.
 - The Leadership Team discussed the proposed Endorsed Diploma.
 - Dr. Betty Summers, RE-1 School Superintendent has asked NJC to write a letter of support for the district's plan.

- **Learning Communities in Student Housing (Nursing Proposal) – Jay**
 - Jay was contacted by a nursing instructor who would like to see a floor in one of the residence halls be designated for nursing students only to create a learning community for this group of students. Steve noted that this idea has been discussed before and that discussions need to continue with the housing area.

- **New Program Planning – Jay**
 - Jay stated that planning for a new program will need to begin soon. He said he is strongly looking at a Pipeline Welding program.

- **Good of the Order/Rumor Control**
 - Andy informed the group that a Noel Levitz representative will be on campus this Wednesday and Thursday to meet with various groups. The hope is that Noel Levitz can help NJC find strategies to deal with our declining enrollment.
 - Stanton and Julie Brower attended a State Board of Nursing Meeting in Denver today. NJC had to create an action plan to raise our RN First Time Pass Rates. The State Board of Nursing accepted NJC's plan and will be monitoring our progress.
 - Chelsea reported the first week activities:
 - Tuesday, January 22nd – Cinnamon Rolls/Hot Cocoa in Pete's Retreat 8:00 – 10:00 p.m.
 - Wednesday, January 23rd – Laser Tag in Ballroom 7:00 – 10:00 p.m.
 - Thursday, January 24th – \$2 Movie Night at Fox 5 Theatre – 9:00 p.m. Show
 - Friday, January 25th – Casino Night in Pete's Retreat 6:00 – 9:00 p.m.
 - Saturday, January 26th – Dodge Ball in Event Center starting at 6:00 p.m.
 - Jay and Tyler have been discussing the membership fees for the NE 18 golf course. They have decided to lower the membership fees to match the membership fees of the other local golf course. Tyler will review State Board policies to make sure we are in compliance with doing so.
 - Jay reported that Angela Anderson has asked him whether or not the Records Office should be charging to send official transcripts for students to help with the budget situation. Jay asked Andy to review the State Board policy concerning fees for transcripts and report back to him.

- **Next Leadership Team Meeting – Tuesday, January 29th – 3:15 p.m.**