LEADERSHIP TEAM MEETING
Thursday, September 13, 2012
3:00 p.m.
President's Office

MINUTES

Members Present: Barbara Baker, Chelsy Certain, Tyler Kelsch, Gail LaForce, Jay Lee, Larry Pollart, Shawn Rose and Steve Smith.

Members Absent: Stanton Gartin, Marci Henry, Tammy Kallsen and Andy Long.

1. **Flags** – *Barbara*
   - NJC's flags have been stolen again recently. David Crawford is looking into the possibility of new flag poles that would have locking mechanisms on the ropes. The cost of these poles would be about $400 a piece. Since the current flag poles are rusting at the bottom, they will need to be replaced soon anyway. Until the new poles with locking mechanisms are in the ground, it was decided that the physical plant staff and/or custodians will be responsible for putting up and taking down the new flags every morning and afternoon to prevent theft of the flags overnight.

2. **"Learn to Earn" Career Expo** – *Steve*
   - NJC will host a Learn to Earn Career Expo on Wednesday, October 10th. This Expo will give anyone the chance to come and explore our Career and Technical Programs. Stephanie Weatherill and Jessica Tjaden have spearheaded this event and have put a lot a time into it.
   - The agenda for the day includes:
     - 9:45 – 10:00 am – Registration at Dorothy Corsberg Theatre
     - 10:00 am – 10:20 am - Welcoming Address by Scott Stump
     - 10:20 am – 10:30 am – Comments from Andy Long
     - 10:30 am – 11:15 am – Campus Tours
     - 11:15 am – 11:50 am – Lunch in Chuckwagon Café
     - 12:00 pm – 12:50 pm – Session One (various locations)
     - 1:00 pm – 1:50 pm – Session Two (various locations)
     - 2:00 pm – Admissions Office to start the process or to Academic Advising to sign up

3. **CCCS Meeting Debrief** – Jay
   - **Presidents' Council Meeting in Denver on September 11th**
     - The State Dept. of Personnel and Administration is looking at a massive overhaul on Classified Staff pay scales and salaries. This could include adjustments in the pay ranges with the bottom ranges being pushed up.
     - The Presidents have been working with Linda Bowman (CCCS Vice President of Education Services) on a Professional Development project. Linda wants the Presidents to identify the most pressing issues that they are being faced with.
     - The Presidents received a Date Warehouse Updated and Demonstration from the CCCS IT Team. There is a lot of data available, President's just need to ask for it.
     - Faculty Salaries was once again discussed. The goal of this discussion was to create a CCCS standard for implementing the faculty pay increases. CCCS will continue to tweak System President Procedure 3-55 Faculty Salary Plan. A sub-committee was formed to

review the language and come back to the Presidents' Council. Jay volunteered to serve on this committee. The committee hopes to have a recommendation to the Presidents' Council sometime in October.
    - Shelly Thompson, CCCS Foundation Executive Director, spoke to the Presidents about a CCCS/State-wide Scholarship Campaign.
    - The Presidents discussed Early Childhood Education Background Checks which NJC already does.
- **State Board Meeting in Denver on September 12th**
    - Front Range Community College presented their Outstanding Program – GIS Program.
    - Community College of Denver presented their Outstanding Faculty – John Joss – Department Chair for Graphic Design.
    - Arapahoe Community College presented their Outstanding Student.
    - Geri Anderson, CCCS Associate VP and Provost, discussed Tax Help Colorado. The Piton Foundation provides a half-time employee to the system to help colleges. Piton also trains and supports the instructors. $13.2 million in tax returns were done. 7,000 low-income citizens were provided free tax return assistance. Three high schools are now involved.
    - Geri Anderson also spoke to the council about a Student Satisfaction Survey that was conducted. Survey results were very favorable with numbers in the 90th percentile. The survey also identified that most students are staying close to home, they are seeking good transfers and that tuition is big factor on where they choose to go to college.
    - Mark Superka, CCCS VP for Finance and Administration, spoke to the Presidents about the FY 2012-2013 Look-back Analysis for Budget Formula Allocation and Amendment 50 Actual Distribution. Due to NJC's enrollment growth for the past two years, we will receive a small jump in funding of about $6,000. Jay pointed out that with this year's enrollment decline, this will hurt NJC's funding in the future.

4. **Good of the Order/Rumor Control**
    - Chelsy Certain commented that they have been holding auditions for the Talent Show coming up on September 25th at 7:00 pm in the Corsberg Theatre. Chelsy also commented that she just attended her first SSAC (State Student Advisory Council) Meeting in Denver last week.
    - Gail reminded everyone of the NJC Beautification Project Grand Opening and First Autumn Campus Botanical Walk to be held on Tuesday, September 18th at 9:30 am. Program and brunch reception will be held at the Tennant Art Gallery. The Campus Botanical Walk will be held immediately following, beginning on the east side of Hays Student Center.
    - NJC's fall enrollment is still down -13.7%. This is the largest decrease of all the community colleges. Jay commented that we are the only school that does not drop students who have not paid or set up a payment plan prior to the start of the semester. All other colleges have already dropped those students. He indicated that this inflates our enrollment #'s and really is not a fair count of how many students we have compared to the other colleges. He commented that NJC needs to change this procedure and it should be effective next fall semester. A committee will be formed to create this procedure.

5. **Next Leadership Team Meeting** – *Thursday, September 20th – 3:00 p.m.*