LEADERSHIP TEAM MEETING
Thursday, December 6, 2012
3:00 p.m.
President's Office

MINUTES

Members Present: Chelsea Blumenshine, Stanton Gartin, Marci Henry, Tyler Kelsch, Gail LaForce, Jay Lee, Larry Pollart, Shawn Rose and Steve Smith.

Members Absent: Barbara Baker, Tammy Kallsen and Andy Long.

Guest Present: Ronda Bowey

- **Accuplacer Testing** – *Ronda Bowey*
    - Ronda Bowey informed the Leadership Team that per House Bill 12-1345, the Colorado Department of Education, the Colorado Department of Higher Ed, and CCCS have worked together to allow all school districts to give their high school students the Accuplacer tests one time free of charge. NJC will provide Accuplacer testing to these students and then through the System Office, the college will be reimbursed back the cost of these tests. Ronda has heard from RE-1 School District so far stating that they will be utilizing these free Accuplacer tests. Ronda stated that it is up to the schools whether they test freshmen, sophomores, juniors or seniors. School districts must utilize these free tests by June 30, 2013.

- **2 Grant Application Reviews** – *Gail*
    - NJC received a request to write for a grant from Social Services for the GED Program. This grant would allow for a 6 week GED class and testing for 10 students.
    - NJC received funding for the Piton Grant which is used for the Tax Help Colorado Program.
    - Gail received word of another Title III Grant request for proposal. She doesn't know if this is funding down from the recent Title III Grant process or if this will be a new Title III Grant cycle. Sharon Finnerty, who NJC has used in the past as a Title III Grant consultant, will help with this next Title III Grant application.

- **Retention** – *Jay*
    - Jay recently sent a list out of 315 students who are currently enrolled in fall semester but who have not yet registered for spring semester to all advisors. He asked each advisor to reach out to the students on their list and ask them about their plans for the spring semester. Some of them will have graduated at the end of the fall semester, some of them may have registered since the list was generated, but the ones that haven't registered should be encouraged to do so. He asked advisors if they hear from students that say they will not be in attending in spring to please ask them if there is anything NJC to could to help them return. He is particularly concerned about the students that are leaving us. Jay's hope is that we can find out why and adjust accordingly. Jay has heard back from a lot of the advisors of their findings after reaching out to these students. A lot of these students have holds on their accounts which keep them from registering. Jay is going to work with Derek Herbert to find out what kinds of holds these students have and if it is a financial hold, how much does each student owe on their bill.

- There was discussion on financial holds and whether or not these holds should keep a student from registering for the next semester.

- **Performance Incentive Funds**- *Jay*
  - NJC will be seeking $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. The college had to submit a request to CCCS asking to use this money to help with the college's wireless connectivity. However, NJC was informed their request was not sufficient to justify the use that money for a wireless campus. NJC will modify their request and will re-submit it. Jay believes that wireless will help NJC in terms of our graduation rates, recruiting and therefore graduating more students. He also believes it will help in terms of retention and transfers. Students want the technology and if we provide it to them they're more likely to stay and when they transfer they'll be better equipped to be successful at other institutions.
  - Also, the remediation portion of the Title III Grant application would satisfy board expectations for the $100,000.
  - The modified request must be sent to the System Office by December 15, 2012.

- **Good of the Order/Rumor Control**
  - Jay announced the CCCS Enrollment numbers for Fall 2012.
    - The System as a whole is down 3.27%.
    - NJC – 11.6% Lamar +1.4%
    - MCC – 5.4% PPCC +1.4%
    - PCC – 10% CCA +0.2%
    - TSJC – 8.3%
    - OJC – 8.9%
    - CCD – 7.2%
    - ACC – 2.2%
    - CNCC – 2.1%
    - FRCC – 0.8%
    - RRCC – 5.7%
  - Jay is putting together a Personnel Wish List for positions that supervisors feel are needed on campus. The President's Cabinet will be going through the list and prioritizing it.
  - Steve Smith recently met with Cathy Fisher and Kellie Reyes to discuss GED testing. Starting in January those tests will begin transitioning to the Counseling Center on Saturdays. This is because the test is going to a Pearson VUE platform, and the Pearson Vue software is currently only available in the Counseling Office.
  - Chelsea Blumenshine announced that NJC will have a float in the Parade of Lights tonight. There will also be an Ugly Sweater Dance/Concert held in the Ballroom Friday night at 7:00 pm for students. On Monday, December 10th a Finals Pancake Feed will be held in the Cafeteria at 9:00 p.m.
  - Marci reported that Monday, December 10th will be the last home basketball games of the calendar year.
  - Stanton reported that this Saturday, December 8th, there will a NJC Winter Ensemble Concert held in the Corsberg Theatre starting at 7:00 p.m.

- **Next Leadership Team Meeting** – *Thursday, December 13th – 3:00 p.m.*