LEADERSHIP TEAM MEETING
Tuesday, May 14th, 2013
3:15 p.m.
President's Office

MINUTES

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

Members Absent: Barbara Baker and Tyler Kelsch

- **Presidents' Council & State Board Meeting Debrief** – *Jay*
    - Julie Ouska, CCCS VP of IT, gave an update to the Presidents on various IT projects including an Electronic Transcript System, Degree Works and a Host Lecture Capture System.
    - Mark Superka, CCCS VP for Finance and Administration, discussed the budget and Amendment 50 allocations.
    - The Presidents discussed salary increases.
    - Nancy Wahl, CCCS Legal Counsel discussed a Faculty Workload Policy that their office is working on.
    - Cynthia Hier, CCCS HR Director discussed the proposed Faculty Evaluation policy and instrument. She would like one faculty member from each college to serve on this committee. Jay has to let her know by Friday, May 17th who NJC's rep will be for this committee.
    - At the State Board Meeting, Pikes Peak Community College presented their Outstanding Program, NJC presented one of our Outstanding Faculty members which was Brenda Zink this time and Trinidad presented their Outstanding Student.
    - Geri Anderson, CCCS VP discussed New Career and Technical Student Organizations.
    - Jay shared NJC's Rodeo Team's recent success with the State Board members.

- **Policy Dealing With Lightening Safety –** *Marci*
    - Marci commented that NJC currently does not have a policy related to lightening safety for outside events such as baseball games, student activities, events at the fairgrounds, etc. She noted that one person should be in charge of weather watching during these events and should have the delegation of postponing or canceling the events if lightening is present. There are handheld devices that can detect the presence of lightening as well as cell phone apps that can tell you when and how far away lightening is, such as Weather Bug. Also, safe locations need to be identified in case of bad weather for students and spectators. The safe locations must be enclosed areas; they cannot be open buildings or tents. Vehicles can be used as safe locations. Criteria for this policy must be determined. Steve noted that the Safety & Security Committee will meet again soon and will discuss this issue. He would like Marci to come to this meeting to relay this information onto the group.

- **Baseball Tourney Prep** – *Marci*
  - The Western District Baseball Finals are being held at NJC on May 16-18th. There are four teams in the tournament which are NJC, Lamar, Western Nevada and Cochise, Arizona.
  - Below is the bracket for the tournament.

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- **Graduation Prep** – *Steve*
  - Steve reported that preparation for graduation is going smoothly. The sound check will be held Thursday at 10:30 and graduation practice will be held Thursday at noon. The programs have been printed and are ready.

- **Logan County Royalty Program Scholarship** – *Andy*
  - Andy was recently contacted by the Logan County Fair Board about the possibility of NJC providing two annual scholarships. The first scholarship would be for Miss Rodeo Logan County valued at $500. The second scholarship would be for Miss Rodeo Logan County Attendance valued at $250. These scholarships would be presented during the Logan County Fair during an event that NJC felt was most appropriate. Not only would NJC be recognized as a sponsor at the Queen's Team, Queen's Luncheon and Royalty Contest, but both, Miss Rodeo Logan County and the Miss Rodeo Logan County Attendant would provide verbal recognition at all appearances they make. In addition, the girls would be passing out autograph sheets at all their appearances around the state and during the fair and NJC's name would be included on these autograph sheets.
  - The Leadership Team voted unanimously to approve these two new scholarships. Andy felt that the marketing opportunity outweighed the cost of the scholarships.

- **Gala Update** – *Gail*
  - So, far there are 250 people coming to the Gala, the committee thinks they can make it to 300 people by June 1st. They still need people to serve as hosts. The servers will have training the night before and will be provided that night the same meal that will be served at the Gala the following day. The entertainment this year will be an Italian singer.

- **Enrollment** – *Andy*
  - Below are the enrollment numbers as of May 13, 2013. As of May 13, 2013 we are at 213.9 FTE compared to last year on May 14, 2012 when we were at 207.6.
  - The next Registration Day is Wednesday, May 22nd.

    Copy of EnrollmentNumbers05

- **Housing Update** – *Steve*
  - Housing numbers appear to be up. As of May 14, 2013 we have 418 beds spoken for, last year on May 17, 2012 only 371 beds were spoken for.

    Housing Update 5-14-2013.pdf

- **Financial Holds and Drops for Non-Payment** – *Jay*
    - NJC is the only CCCS college that does not drop students for non-payment at the beginning of the semester. Jay feels that this could skew our enrollment numbers compared to other colleges. Jay would like to continue this discussion at another Leadership Team Meeting where Tyler and Annie Shalla would be at the meeting and could join in on this discussion.

- **Good of the Order/Rumor Control**
    - Andy asked how many people have seen the CCCS billboard on Highway 6.
    - Andy noted that the Sterling High School Scholarship night will be held tonight, May 14th.
    - Jay thanked Chelsea for serving on the Leadership Team this year. Chelsea indicated that she will be attending UNC next year. Everyone wished Chelsea the best of luck.

- **Next Leadership Team Meeting** – *Tuesday, May 28th – 1:30 p.m.*