

**PRESIDENT'S LEADERSHIP COUNCIL**  
**Meeting Minutes ~ October 27, 2015**

**ATTENDANCE**

Linda Abernathy	Patti Christen	Richard Hardin	Lisa Pritchard
Deborah Allen	Ray Cummiskey	Tracy James	Lisa Vinyard (Secretary)
Diane Arnzen	Caron Daugherty	Kathy Johnson	Allan Wamsley
Trish Aumann	Chris DeGeare	Bruce Korbesmeyer	Joan Warren
Roger Barrentine	Sara Denny	Nolan Luhm	Tasha Welsh
Marty Brand	Julie Fraser	Dena McCaffrey	

**CALL TO ORDER**

President Cummiskey called the meeting to order at 2:36 p.m.

**CELEBRATIONS/RECOGNITIONS**

- Roger Barrentine shared that for the third consecutive year the Marketing & Public Relations department has participated in a competition and has been recognized by the National Council for Marketing and Public Relations (NCMPR), an organization that honors excellence exclusively among community colleges. Jefferson College won 11 “Medallion of Excellence” Awards during the 2015 NCMPR District 5 Conference. Click [here](#) for the news release listing the awards. Roger thanked his staff for their hard work, and Dr. Cummiskey congratulated the department.
- On Thursday, November 19, at 3:00 p.m. in the Viking Room, a ceremony will be held to celebrate Jefferson College being recognized as one of two Honorable Mention recipients of the Active Minds Healthy Campus Award.
- Congratulations to faculty in the Math, Science & Business Division for receiving the following awards: Bev Meyers will be recognized at the MCCA Convention in November as Jefferson College’s recipient of the MCCA Senior Service Award; and, Marialana Speidel is Jefferson College’s recipient of the Emerson Excellence in Teaching Award.
- Student Senate President Liz Wiley will be recognized also at the MCCA Convention as Jefferson College’s Student Leadership Award. Congratulations to Liz!
- Dr. Cummiskey has been chosen as the JCGA’s individual award recipient of the Jeffersonian Award. Dr. Cummiskey stated he feels this recognition is about the work of the entire College.
- Julie Fraser announced that the soccer and volleyball teams are advancing to post-season play. Congratulations to these two teams, and Good Luck as they continue with their seasons.

**APPROVAL OF MINUTES**

Dr. Cummiskey asked for a motion to approve the September 29, 2015, meeting minutes. Richard Hardin made a motion to approve the minutes as presented; Deborah Allen seconded the motion. All approved.

**ACTION ITEMS** ~ None

**COMMUNICATION & FEEDBACK**

**Board of Trustees Update**

The October 15, 2015, Board of Trustees meeting [Quick Summary](#) was distributed via email along with the meeting agenda for review. Dr. Cummiskey stated that with the implementation of BoardDocs, this month will be the final publication of the Quick Summary following the regular monthly Board meeting as all meeting materials (e.g., agenda, minutes, agenda items, Resolutions, voting results) are captured in BoardDocs, which is accessible by all electronically via MyJeffco or the Jefferson College website. Lisa

Vinyard provided a demonstration of BoardDocs, including the ways to access the public site. All questions regarding BoardDocs can be directed to Lisa ([lvinyard@jeffco.edu](mailto:lvinyard@jeffco.edu) or x3101). November will be the final month for a printed version of the Board Book; beginning with the December Board of Trustees meeting, Board materials will be accessed electronically exclusively.

### **Committee Presentation(s)**

Sara Denny shared the [Institutional Committees Update](#) and highlighted the following:

- The Accreditation Committee has formed a Diversity subcommittee which will start meeting in November.
- The Curriculum Committee has formed an Institutional Credit for Internships subcommittee which held its initial meeting in October.
- The Strategic Enrollment Management's subcommittee, Student Financial Responsibility, made contact with 365 students who had balance due to the College; as a result of these efforts, the number of students with a balance was reduced to less than 300.
- On November 10 the Strategic Planning Committee will review all the Capital Projects presentations. Following the presentations, the video will be available through MyJeffco on the College Reports tab.
- The Pat-on-the-Back form is now available electronically. Over 40 submissions were received for the month of September.

Dr. Cummiskey mentioned that, while discussions are in the preliminary stages, part of the Capital Projects funding may be diverted to address additional safety measures. No specific plans are currently in place; however, discussions will continue for both short-term and long-term planning. Since the incident in Oregon, campus police has increased its presence both on campus and on foot. Emergency plans are also being reviewed.

It was suggested that different scenarios could be presented periodically to the PLC group as a way to help prepare faculty and staff for emergency situations and as a way to offer alternate solutions to what and how faculty and staff would respond.

### **Constituent Reports and Issues**

*Budget and Cost Savings* ~ Richard Hardin shared that for FY15, the College came within \$100,000 of the budget projections. For FY16, with enrollment being down, currently the budget projections are off approximately \$500,000; therefore, cost savings measures are being discussed and reviewed.

*Gender Inclusive Restrooms* ~ Julie Fraser & Marty Brand presented information regarding restrooms and locker rooms on campus and potential locations where conversions could take place and/or designated gender inclusive. Julie has consulted with the College's legal counsel regarding this matter. At this point, both the Office of Civil Rights and the Department of Justice have stated that people should be able to use a restroom in which they identify; however, no clear guidance has been received regarding these expectations. Many of the College's restrooms on campus do not meet current ADA requirements; however, the facilities are grandfathered in as an existing facility. Any modification made to a restroom on campus would require that ADA standards also be met, increasing the cost significantly. Areas have been identified and signage is being considered; however, no specific decisions have been made as of this date. Areas of most concern currently are the Area Technical School, because of the students it serves, and the Field House, because of the men's locker rooms. Feedback was solicited, and it was felt that while institutional committee involvement would be a good alternative for long-term planning to address this matter, accommodations may need to be made in the short-term (without committee involvement) to prevent a discrimination issue. Questions raised included: (1) What are/have other community colleges across the state done to address this? Have we collaborated with other schools to determine what measures they have taken? (2) What can we do to get students involved in this cultural shift the College is

facing {e.g., solicit feedback via the *Stall Street Journal*, getting a specific class/classes involved, form focus groups to address this matter, etc.}? It would be nice to get student feedback prior to decisions being made. Nolan Luhm offered some suggestions to get students involved and providing feedback.

*Title IV Review Results* ~ Julie Fraser shared information regarding the Department of Education's (DOE) Title IV (Federal Financial Aid) Audit. Following this PLC meeting, Dr. Cummiskey and Julie distributed an announcement via email addressing this matter ([Title IV Audit Update](#), dated October 30, 2015). Details can be found in the link.

Dr. Cummiskey pointed out the importance of attendance taking that has been instituted since the Audit began, and the importance of maintaining this process as it not only benefits the institution, but also the students who are seeking federal financial aid. Also, this Audit process has been slow, and it still could be some time before the College's final liability is determined; we will continue to defend the institution and hope to reach a fair financial liability (which will be funded with reserves). Dr. Cummiskey reassured the group that Jefferson College has not been singled out with this federal financial aid audit; many of our sister schools in Missouri, as well as others across the country, are also undergoing the same audit.

*Campus Use / Free Expression Policies* ~ Dr. Cummiskey discussed Board Policies and Procedures currently undergoing revision as a result of changes in state law designating all public university and college outdoor spaces as "free expression zones," giving citizens the right to use these zones as they see fit (unless it interferes with the business of the college/university). Jefferson College has been restrictive in the past, and we, like other institutions, will now be required to allow individuals to espouse their opinions. A new "Expressive Activities" Policy/Procedure has been drafted acknowledging this new law; the other Board Policies and Procedures linked require minor language updates. These updates will be presented to the Board of Trustees for a first reading at the December regular monthly meeting.

*Employee Campaign* ~ Patti Christen reiterated to the group the importance of contributing to the Foundation's Annual Employee Campaign. Contributions can be made as a one-time donation or through payroll deduction. The Campaign runs through February, and is a great way to show solidarity with the institution and Foundation.

#### **NEXT MEETING DATE**

November 24, 2015

#### **ADJOURN**

There being nothing further, the meeting adjourned at 4:17 p.m.