TEAM

MEETING MINUTES

March 7, 2017 – BOARD ROOM

Members Present: Ray Cummiskey, Caron Daugherty, Daryl Gehbauer, Kim Harvey, Shirley Davenport,

Dena McCaffrey, Roger Barrentine, Tasha Welsh

Members Absent: Patti Christen

Guest: Trish Aumann

Agenda Item	Discussion	Action Item/ Person(s) Responsible (If applicable)	Timeline/ Deadline
Call to order	 Raymond Cummiskey called the meeting to order at 9:10 am. 		
Approval of Minutes	No minutes to approve.		
Review of action items / closing the loop	 Dr. Cummiskey reminded attendees there is a President's Leadership Council meeting scheduled 3/7. Main topic of discussion will be the budget. Regarding the Board of Trustees' Meeting on Thursday evening, Dr. Cummiskey advised that there are 18 action items on the agenda to be addressed with budget cuts to be the focus. Tasha Welsh advised that there are still a few more positions needing to be reviewed with the Classification Study. All supervisor reviews must be completed by 3/13. Discussion regarding repeal of Affordable Care Act with possibility of adjuncts working more than 30 hours a week. Tasha anticipates no 		
Hot topics:	 change to credit hour limit under the PSRS. Use of SPOL was discussed by the Team. 		
Student Leadership Award- Dr. Harvey Community Service Project (Baseball Team) –Dr. Harvey	 Dr. Harvey advised the Student Leadership award date has been changed to 4/12/2017 in conjunction with PTK awards and Excellence in Teaching awards. It was agreed that Student Services would nominate a student for the Student Leadership award. Dr. Harvey advised that the Baseball Team is looking to participate in a Community Service Project over Spring Break. The Perryville Storm victims' effort was identified by the Team. 		

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Budget Cut Decisions – Dr. McCaffrey Governor/Tuition – Dr. Cummiskey	 Dr. McCaffrey advised that meetings are scheduled with YMCA and Arnold Rec Center to discuss use of their pools by students and the community as result of Jeffco's pool being closed after 7/31. After Spring Break, a training plan will be devised to transition job duties of the Continuing Education Department to other areas of the college. Dr. Cummiskey advised that the Governor has called a meeting with the 4-yr college heads to discuss not raising tuition costs and that the 2-yr community colleges have not been included in the meeting. 		
Budget	 Daryl Gehbauer advised that \$300,000 will be pulled from the Reserves fund. Money taken from Reserves fund will be put back into fund if state money is increased. Daryl stated that there will be a 5% rate increase at the Child Development Center and Student Housing. Daryl reported on the bids for the library renovation construction. He stated there were seven companies submitting bids for the project, all came in under bid. Daryl advised the credit card usage training conducted at the Fine Arts Theatre the week of 2/27 was a success. Daryl stated that during a teleconference with Mercy Clinic it was discussed how to get more student/community participation and that only approximately 10 people a month are using clinic services. Possible use of a fee schedule was discussed. Mercy advised they would be willing to come on campus to conduct drug testing for programs that require testing. 		

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Planning – Institutional action plans	 Trish Aumann made a presentation regarding institutional action plans. Items discussed are outlined in the attached document. Dr. Cummiskey stated it is imperative for the college to continue to move forward with institutional planning regardless of the budget cuts. 		
Division/departmental updates	 Dr. Cummiskey stated there will be no Team meeting next week due to Spring Break. He will be out of the office and available through phone or email. Dr. Daugherty advised she will be in meetings the following dates: Superintendents' meeting - 3/8; HLC Conference 3/30 - 4/4; and a site review 4/17 - 4/19. Dr. Davenport advised that the Choir Concert was a huge success. The Foundation received \$900 to apply toward the Richard Bell Scholarship. Dr. Davenport advised the two vacancies to be filled in Arts & Science are a biology position and a math position. Dr. Davenport advised that only five applicants qualified for the STEM Academy due to an issue with Math Accuplacer placement test. She advised of discussions concerning the issue and possibly allowing students to retest in order to qualify. Dr. McCaffrey advised the two vacancies in CTE to be filled are for an Early Childhood faculty position and one newly created position in ATS resulting from the budget cuts. Dr. McCaffrey advised there were several Nursing students who are a part of the cohort from ITT who have not passed their first year of classes. Dr. McCaffrey will be traveling to Jefferson City on 3/9 on behalf of Dr. Cummiskey to be part of the MCCA announcement for the Workforce Development MOU. Dr. Harvey reported the current Student Loan Default rate to be 17.3% which is down from past rates of 22% and 20.5%. 		

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	 Dr. Harvey advised that two Critical Conversation sessions will be hosted by Student Senate in the Little Theatre on 3/22, 2:00 p.m., topic: Race and Ethnicity and 4/26, 2:00 p.m., topic: Women's Rights. Roger Barrentine was requested to assist with preparing public communication regarding the discontinuation of Continuing Education personal enrichment courses as a result of state budget cuts. Roger Barrentine advised he recently participated in a conference call hosted by MCCA with all communication directors from across the state to launch a PR campaign designed to accentuate the differences between 4-yr and 2-yr colleges in light of state budget discussions and legislative negativity toward institutions such as Mizzou. Part of the PR legislative strategy is for MCCA to host a news conference in Jefferson City announcing the creation of a statewide workforce development network, accompanied by local events in each community college district across the state. Roger added that at the local level, he had been consistently communicating with our state legislators to underscore Jefferson College's important role in workforce and economic development. Tasha Welsh advised she will be sending out a reminder memo on performance evaluations encouraging everyone to use the new form. 		
Next meeting date	Next meeting date: Tuesday, March 21, 2017		