

Team
MEETING MINUTES
December 10, 2019
Administration Board Room

MEMBERS (presence denoted by check): Member names added with check box in front of their name

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Roger Barrentine | <input checked="" type="checkbox"/> Ray Cummiskey | <input checked="" type="checkbox"/> Chris DeGeare |
| <input checked="" type="checkbox"/> Daryl Gehbauer | <input checked="" type="checkbox"/> Kim Harvey | <input type="checkbox"/> Dena McCaffrey |
| <input checked="" type="checkbox"/> Allan Wamsley | <input checked="" type="checkbox"/> Tasha Welsh | <input checked="" type="checkbox"/> Karen Wicks |

GUESTS:

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	Time: 9:48 a.m.
Approval of Minutes	Approval of minutes from October 29 and November 12 were deferred.
Future Workforce Employee Needs and Training	FURTHER DISCUSSION NEEDED
Early College Update	<p>Allan received data from one of the school districts regarding the number of students in Dual Credit/Dual Enrollment who are receiving free and reduced lunches. Approximately 20% of students currently enrolled in Dual Credit/Dual Enrollment are eligible. Using this percentage as a benchmark, a scholarship for all eligible students enrolled in Dual Credit/Dual Enrollment courses would equal 1062 credit hours. Full scholarship for these credit hours would cost \$79,648.88. Options for a scholarship program were discussed.</p> <ul style="list-style-type: none"> • The scholarship could be applied to specific courses only, such as “momentum year” courses, or 100-level courses. • An adjustment to the incentive model for Dual Credit teachers could be explored to increase ability to provide the scholarship. Changes could impact the third/third/third agreements with districts (students, districts, and College each pay a third of the dual credit costs) and therefore need to be carefully considered. <p>ACTION:</p> <ol style="list-style-type: none"> 1. Allan will provide data regarding the costs of providing free tuition to Dual Credit only students who are also eligible for free/reduced lunch. <p>FURTHER DISCUSSION NEEDED</p>
Finish Line Degree Completion Grant	<p>Kim followed up on an earlier discussion regarding the Missouri Department of Higher Education and Workforce Development (MDHEWD) Finish Line Degree Completion Grant. She asked if the Foundation could support some of the costs for eligible students returning to complete their degrees. Brining back up – wondering if Foundation can support some. DHEWD is ready to send out postcards for the grant program, but asked if the College was ready to commit, or if the postcards should be postponed until February.</p> <ul style="list-style-type: none"> • The program is through the Missouri Scholarship Loan Foundation, which will pay up to \$30,000 toward loan repayments for eligible students. The College would be responsible for half (\$15,000) of the repayment costs for eligible students per year.

	<ul style="list-style-type: none"> • The eligibility requirements include: less than \$3,000 owed, U.S. citizenship, completed 15 hours, an Estimated Family Contribution (EFC) of \$12,000 or less. • Eligible students submit an application to the College, which has the final approval for repayment funding. Additional guidelines could be set in place, such as requiring the student to successfully complete one semester prior to the grant being paid. Karen Wicks, Kim Harvey, and Sarah Bright could meet to discuss the any additional guidelines needed to screen participants. • Kim asked about Foundation assistance, which would need Foundation Board approval. The Foundation has a Board retreat on January 16, and it could be discussed then. <p>ACTION:</p> <ol style="list-style-type: none"> 2. Kim will ask MDHEWD to hold on sending the postcards until February. 3. Karen will add the item to the Finish Line Degree Completion Grant to the January 16 Foundation Board Retreat agenda.
Nature Trail	<p>A presentation made to the Environment and Safety Committee by Laura McCloskey outlined a request to clear and update the Nature Trail for use by students and the community. The project would need to be done in phases:</p> <ul style="list-style-type: none"> • Phase 1: clear the area, contact the Department of Natural Resources (DNR) to ensure protection of animals, plants, and trees. Clearing could be done by volunteers. Team approved of the first phase. • Phase 2: build pathways and public restrooms, create outdoor learning labs on composting, outdoor education, etc. Several bridges on the trail have been washed out and would need to be rebuilt. • The trail could be lengthened to serve as a cross-country route in the future, allowing high school programs to use the track. The trailhead would need to be relocated. Drawing more people to campus would be good for the College, but public use brings concerns of liability, support for the trailhead, maintenance, etc. • The project is large in scope and would need to be part of a Master Plan if it fits with the strategic aims of the College. The DNR could survey the timber for trees that could be cut for timber in preparation for future development. <p>ACTION:</p> <ol style="list-style-type: none"> 4. Team approved of Phase 1. Daryl will share Team feedback Laura and the Environment and Safety Committee.
Budget	<p>Daryl updated Team on the FAST budget module. He sent out an organizational structure of budget approvers and those who will be inputting budget information into FAST. He asked for feedback by December 13. Team discussed training on the FAST module.</p> <p>Tasha will be entering personnel salary data on Daryl's budget spreadsheet and he will share some high-level level budget estimates with the Board. The Board Budget Subcommittee meeting will be February 3. Team will plan a budget retreat in January.</p>

	<p>Permissions to Fill: Financial Aid Advisor (Tammy Patterson retires December 31) and Financial Aid Assistant (Carla Crowson accepting Financial Aid Advisor position).</p> <p>NO FURTHER ACTION NEEDED.</p>
<p>Planning Updates on Strategic Enrollment Management</p>	<p>No Discussion.</p>
<p>Reports President</p> <p>President-Elect</p> <p>Chief Academic Officer</p> <p>Dean of Instruction</p> <p>Finance & Administration</p> <p>Student Services</p> <p>Foundation</p> <p>Marketing</p> <p>Human Resources</p>	<p>Ray</p> <ul style="list-style-type: none"> The January Board meeting is the week staff return from Winter Break. Ray asked for all Board materials to be submitted to Lisa prior to break, except for final faculty load. <p>Dena – No report.</p> <p>Allan – No report.</p> <p>Chris – No report.</p> <p>Daryl – No report.</p> <p>Kim – No report.</p> <p>Karen – No report.</p> <p>Roger – No report.</p> <p>Tasha – No report.</p>
<p>Adjournment</p>	<p>Time: 11:01 a.m.</p>
<p>Additional Documents</p>	<p>Attached documents reviewed during this meeting:</p> <ol style="list-style-type: none"> None

Respectfully submitted,
Miriam Rougely
Senior Administrative Assistant to the President-Elect and Instruction