

Team
MEETING MINUTES
February 25, 2020
Administration Board Room

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

- | | | |
|--|--|--|
| <input 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-Manus | <input checked="" type="checkbox"/> Dena McCaffrey |
| <input checked="" type="checkbox"/> Allan Wamsley | <input checked="" type="checkbox"/> Tasha Welsh | <input type="checkbox"/> Karen Wicks |

GUESTS:

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	Time: 9:01 a.m.
Approval of Minutes	<p>ACTION:</p> <p>1. Motion: Dena McCaffrey motioned to approve the January 21 and February 4 minutes. Second: Kim Harvey-Manus Vote: All Approved</p>
February Board Work Session	<p>Team discussed and updated a slide show presentation regarding the Highway 30 property for the March Board Work Session. Team will be seeking guidance from the Board for future plans.</p> <p>ACTION:</p> <p>2. Dena and Miriam will update the PowerPoint. Daryl will send Dena updated data on the NW campuses for the presentation.</p>
DESE Civil Rights Review	<p>Team reviewed documentation gathered for the DESE Civil Rights Site Review. Links to the documents are housed in one Google Sheet for the reviewer's ease. Team discussed linking the most recent catalog since the Title IX Coordinator information is updated.</p> <p>ACTION:</p> <p>3. Shannon Schoenky will check that documents are the most recent and include Kim Sahr's information for Title IX by the end of the week. Chris will finish linking the uploaded documents to the Google Sheet.</p>
CAO/Provost Candidates	Team discussed feedback regarding the interviews and open forums of the CAO/Provost candidates.
Complete College America Conference	FURTHER DISCUSSION NEEDED
Year-Round Registration	FURTHER DISCUSSION NEEDED
Campus Communication Survey	One of the Leadership Academy teams is working on a project regarding campus communication. They prepared a survey to send to MAC and Jefferson College employees as part of their research, and have asked for feedback. Team discussed some of the wording on the survey and gave minor feedback regarding the context of the questions. Though some guidance will be given, it

	was emphasized that the project was assigned to the joint Leadership Academy group, and it was their prerogative to choose how they complete the project.
Years of Service/Retirement Recognition Event	FURTHER DISCUSSION NEEDED
Committees Discussion	FURTHER DISCUSSION NEEDED
Board Procedures VI-003 and VII-003	<p>Stacey Wilson and Michael Booker have completed updates on the two procedures regarding Arts & Science Education and Career & Technical Education and Student Advising and Registration, etc. However, the procedures have not come back to Team for review. They would like to have the first reading go to Board in March to help students who could graduate in May with two degrees. It was decided that the higher priority was the integrity of the procedure, and that rushing an approval would not be beneficial.</p> <p>ACTION:</p> <p>4. Allan will send the final version to Team and PLC for review.</p>
Budget	No discussion.
Planning Updates on Strategic Enrollment Management	No discussion.
Reports President President-Elect Chief Academic Officer Dean of Instruction Finance & Administration Student Services Foundation Marketing Human Resources	<p>Ray – No report.</p> <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</p> <ul style="list-style-type: none"> Tasha handed out the reappointment lists and asked for them to be returned to her by Friday, February 28.
Adjournment	Time: 10:58 a.m.
Additional Documents	Attached documents reviewed during this meeting: 1. Hwy 30 – Land-northwest – February 2020.pptx

Respectfully Submitted,
Miriam Helms
Senior Administrative Assistant to the President-Elect and Instruction

Jefferson 
College

Jefferson College

MISSION: Jefferson College serves our community by delivering quality learning opportunities that empower individuals to achieve their goals.

VISION: Jefferson College strives to inspire our community to explore, develop, and engage in innovative learning experiences in a supportive and inclusive environment.

Values: Success, Accessibility, Integrity, Learning, and Service

Serving the Northwest Part of Jefferson County

Background

- Purchased Land in Byrnes Mill at Old Gravois Rd and Hwy 30 in 2006 for \$2Million.
- Ault donated Fox Run House (\$500K-\$750K) plus \$500K Cash
- Leased Jefferson College Northwest – High Ridge
 - Dates: 2005 – 2010 (Originally a 10 Year Lease)
 - 6,705 Square Foot, Rent \$4,324 per month
 - Programming: General Education and AEL/GED
 - Average enrollment: 346 students
- Leased Jefferson College Northwest – Cedar Hill
 - Dates: 2010 – 2016
 - 45,000 Square Foot, Rent \$4,324 per month
 - Programming: General Education and AEL/GED

- Enrollment: Peaked at 307; drastically declined beginning Fall 2013, 62 enrolled in Fall 2014.



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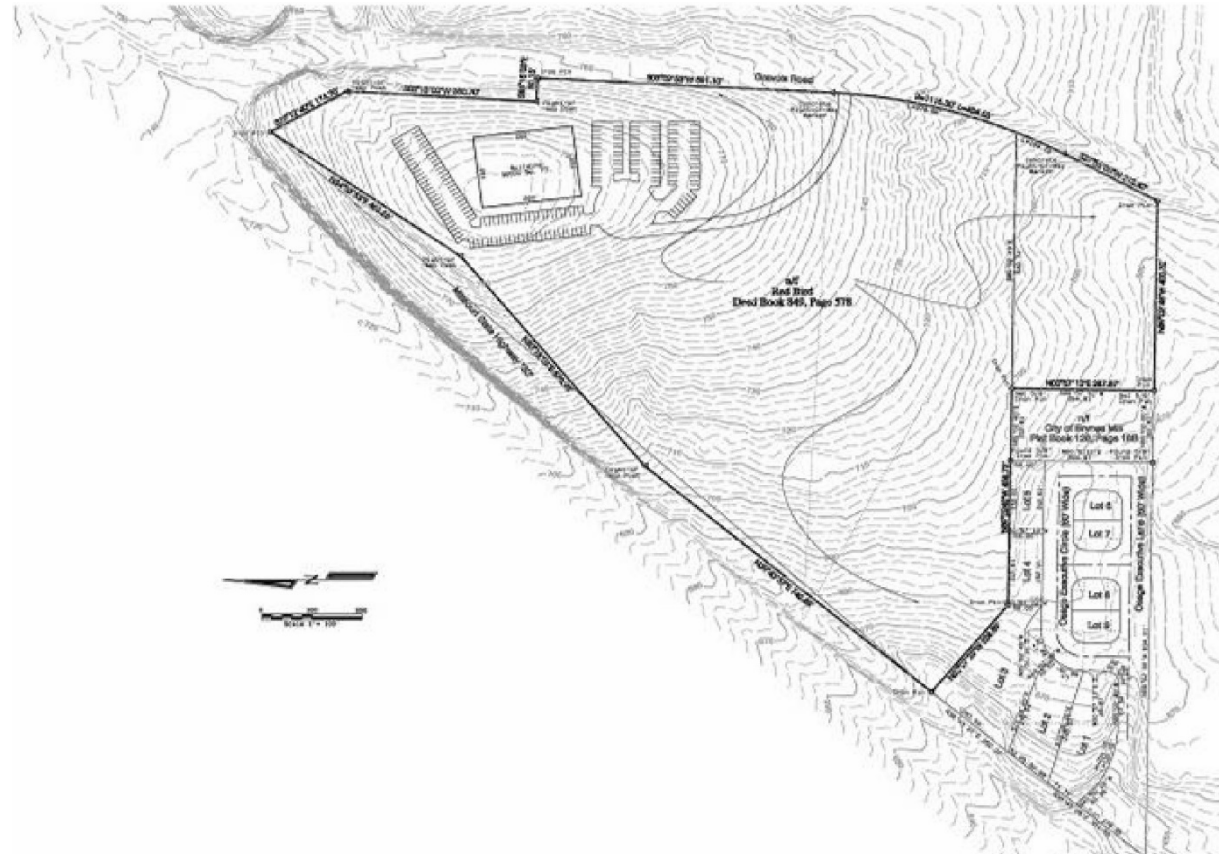
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JEFFERSON COLLEGE SCHOOL DISTRICT

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GOVERO LAND SERVICES SURVEYING • ENGINEERING 1000 OLD SHAR ROAD NORTON, NC 28586 252.753.2222	FILE NO:	15160012
	DATE:	8/26/2019
	DRAWN BY:	D. Govers
	CHECKED BY:	AKR
1 of 1		00012

Real Estate/Price Tag

Estimated Cost to Develop and Build a 40,000 SF Building on Existing 24 Acre Site

Exterior Site Work	\$ 1,802,000
Building Construction (Interior/Exterior)	<u>\$ 9,136,000</u>
Total Site/Construction	\$10,938,000

Note: Excludes Additional Heavy Equipment Costs, Program Dependent

Probable Range \$9,844,300-\$12,032,000*

(*Probable Range = +/- 10%)

Real Estate/Price Tag

Estimated Cost to Repurpose an Existing 40,000 SF Building on Another Site

Exterior Site Work	\$ 541,000
Building Construction (Interior)	\$ <u>4,021,000</u>
Total Site/Construction	\$ 4,562,000
Probable Range \$4,106,200-\$5,018,600*	
Acquisition Costs (@\$50 per Square Foot)	\$ 2,000,000
Total Cost	\$ 6,562,000

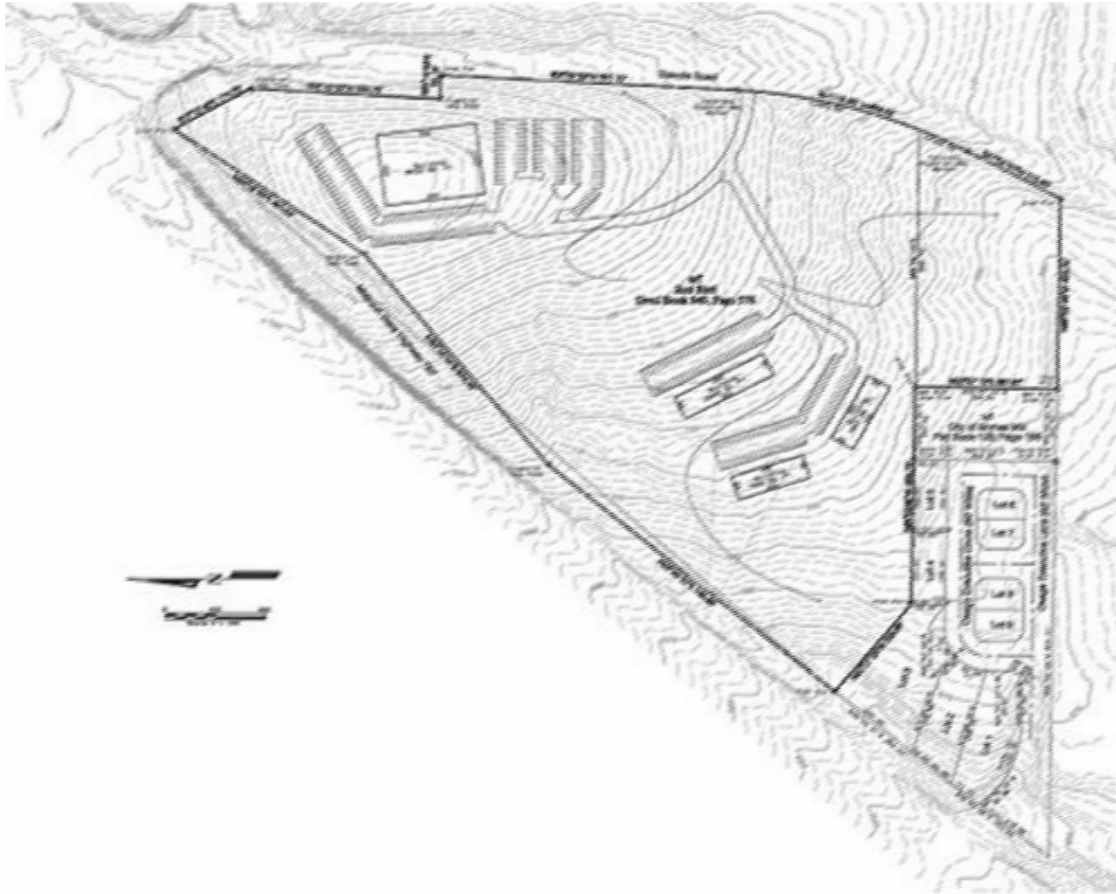
Note: Excludes Additional Heavy Equipment Costs, Program Dependent

Probable Range \$5,905,000-\$7,218,200*

(*Probable Range = +/- 10%)

JEFFERSON COLLEGE SCHOOL DISTRICT

Located in Section 27, Township 43 North, Range 4 East,
Jefferson County, Missouri



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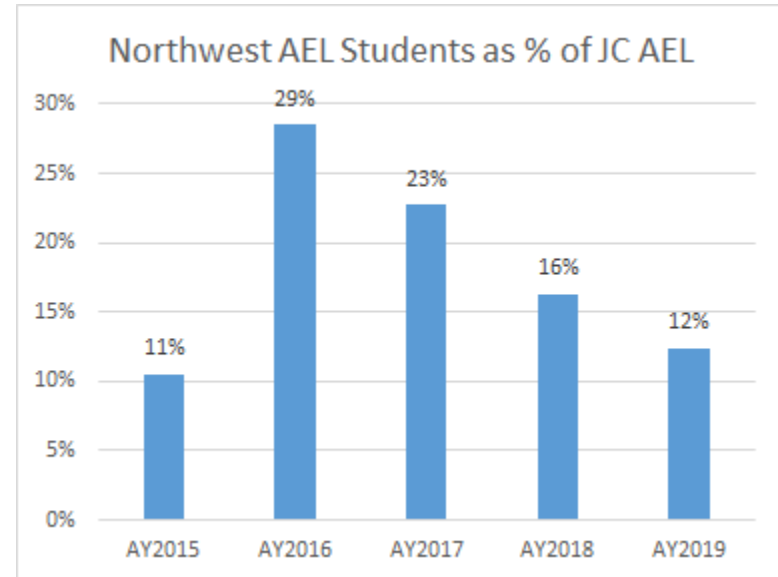
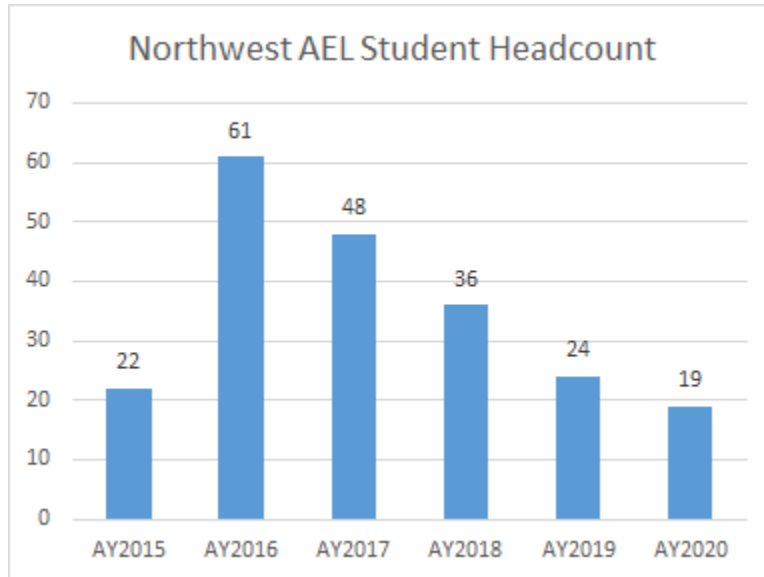
GOVERO LAND SERVICES SERVING COMMUNITIES	Client	
	Project	
	Location	
	Date	

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Data Analysis

Northwest Adult Education and Literacy (AEL)



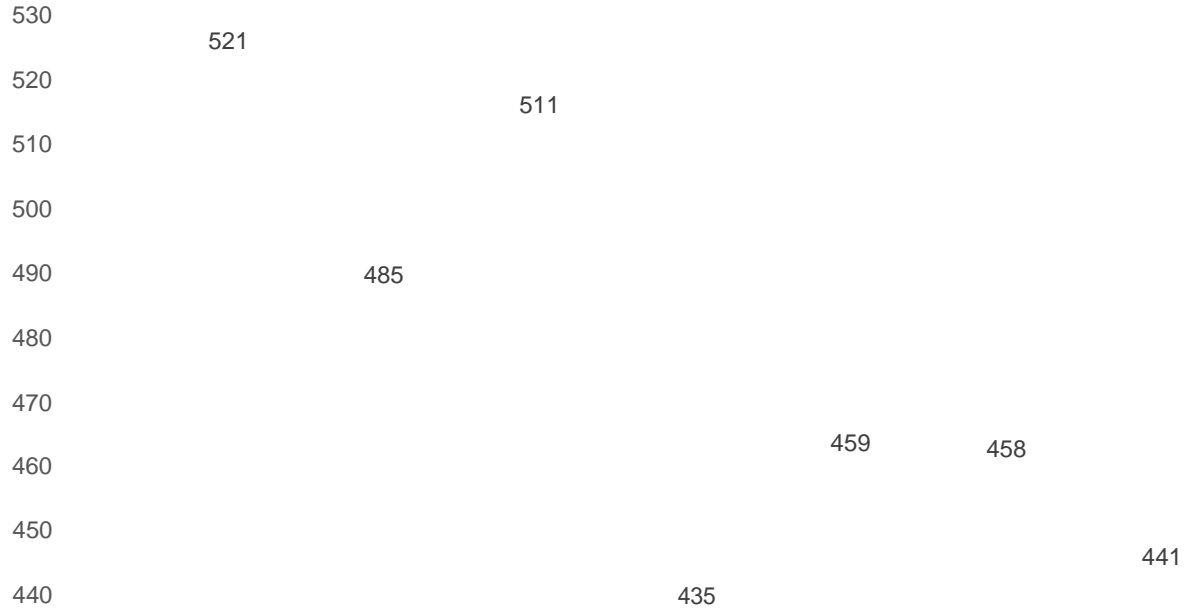
Northwest ATS Student Majors

Code	Program	3-Years		2019-2020		2018-2019		2017-2018	
		Count	Percent	Count	Percent	Count	Percent	Count	Percent
AUT	Automotive Technology	8	4%	1	1%	2	4%	5	9%
BRT	Building Repair Technology	14	7%	6	7%	1	2%	7	13%
CAR	Carpentry	35	18%	12	14%	12	24%	11	20%
CHF	Culinary Arts	15	8%	7	8%	6	12%	2	4%
CIM	Computer Integrated Manufacturing	2	1%	2	2%	0	0%	0	0%
CIS	Digital Media Technology	17	9%	8	10%	5	10%	4	7%
ECE	Early Childhood Education	14	7%	10	12%	2	4%	2	4%
FST	Fire Science Technology	5	3%	0	0%	2	4%	3	5%
HLT	Health Sciences	28	15%	14	17%	8	16%	6	11%
HRA	Heating, Refrigeration, & AC Technology	14	7%	8	10%	3	6%	3	5%
MGT	Business Management	3	2%	0	0%	0	0%	3	5%
MTF	Metal Fabrication	7	4%	2	2%	2	4%	3	5%

WLD	Welding Technology	28	15%	14	17%	7	14%	7	13%
Total		190	100%	84	100%	50	100%	56	100%

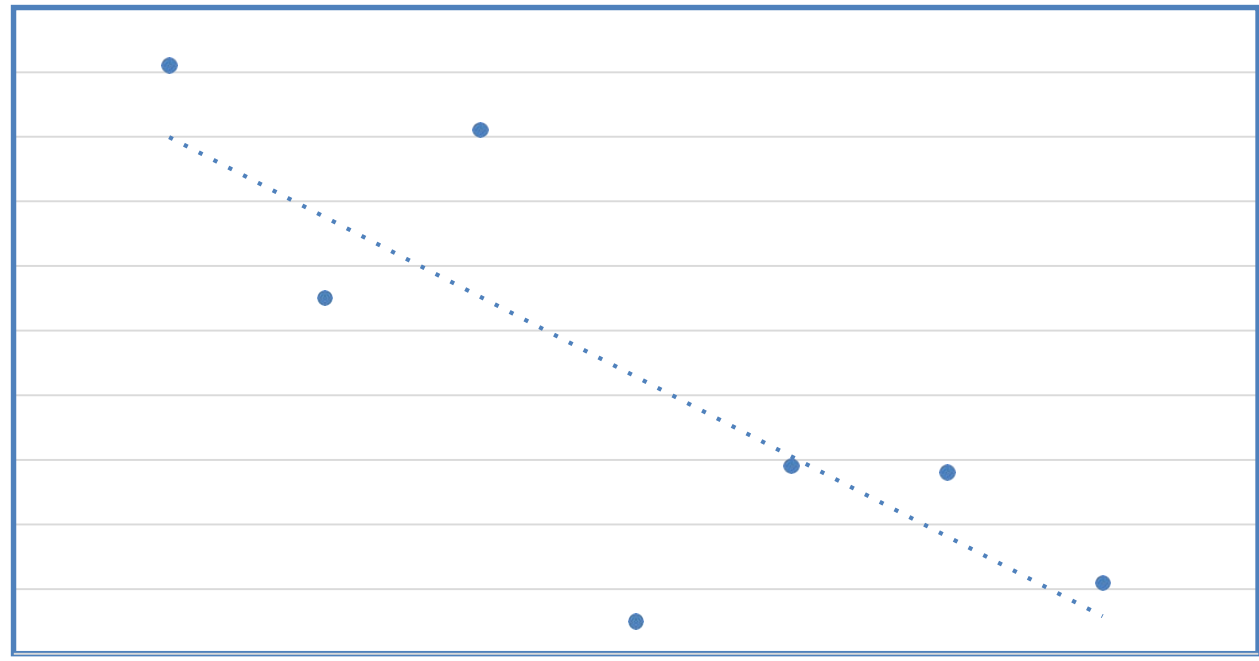
Northwest Graduates Capture Rate

of NW High School Graduates



430
2010 2011 2012 2013 2014 2015 2016 2017 2018

NW 4-yr Grads Linear (NW 4-yr Grads)



5%

50%

45%

40%

35%

30%

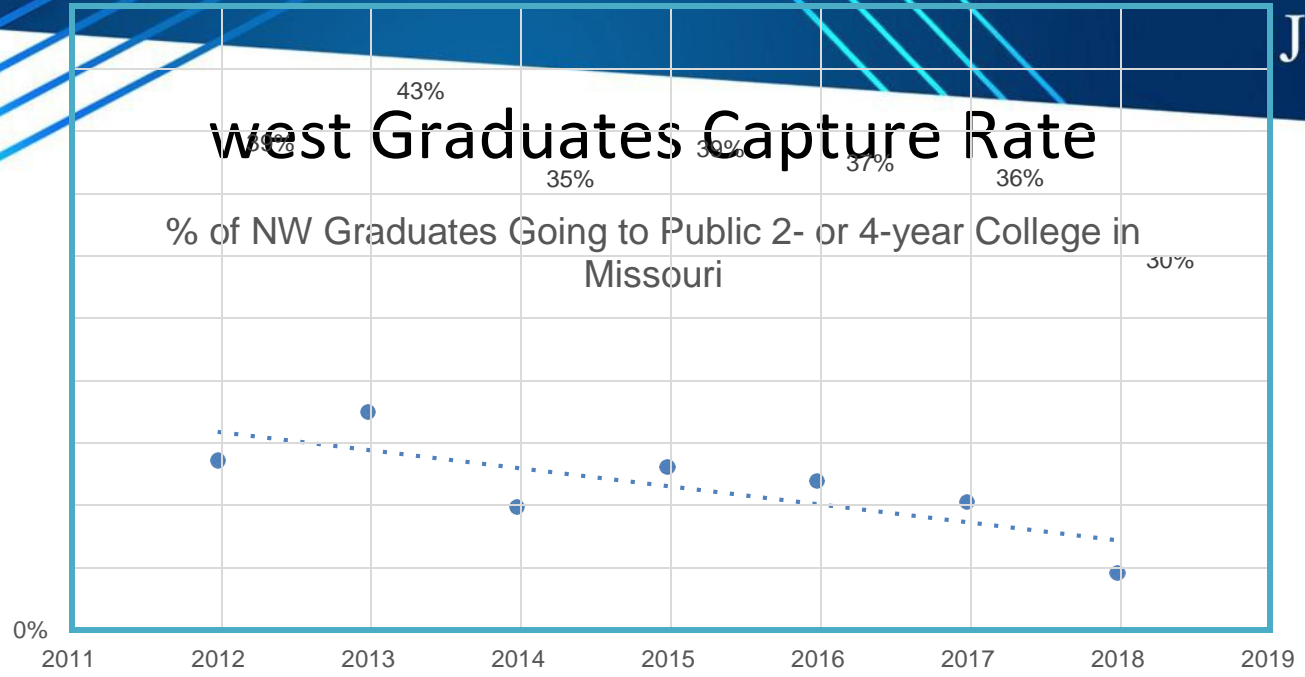
25%

20%

15%

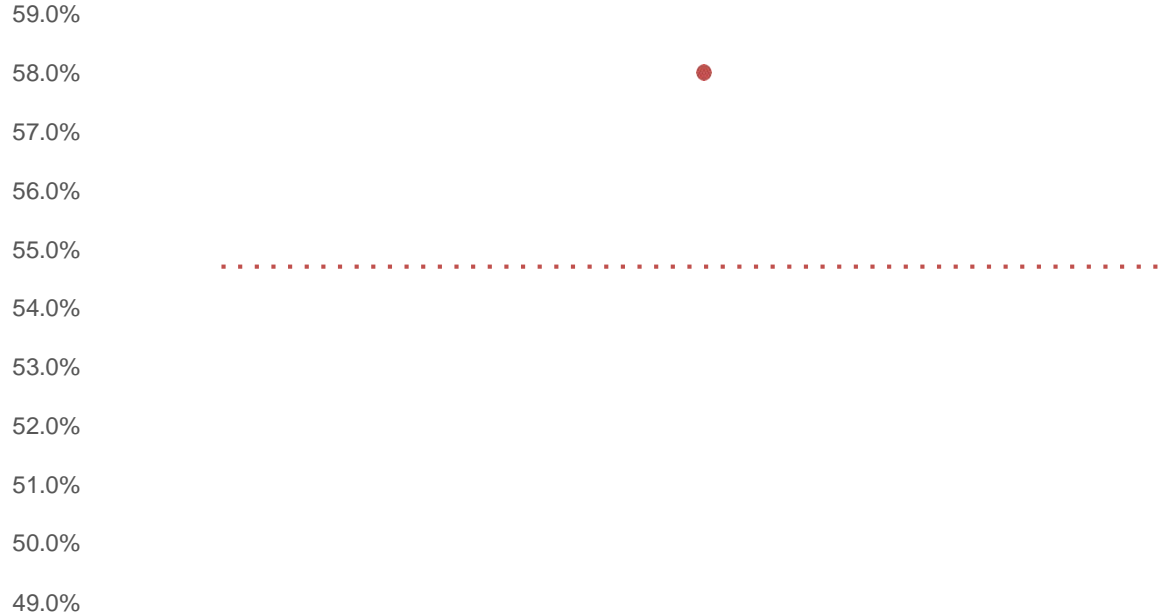
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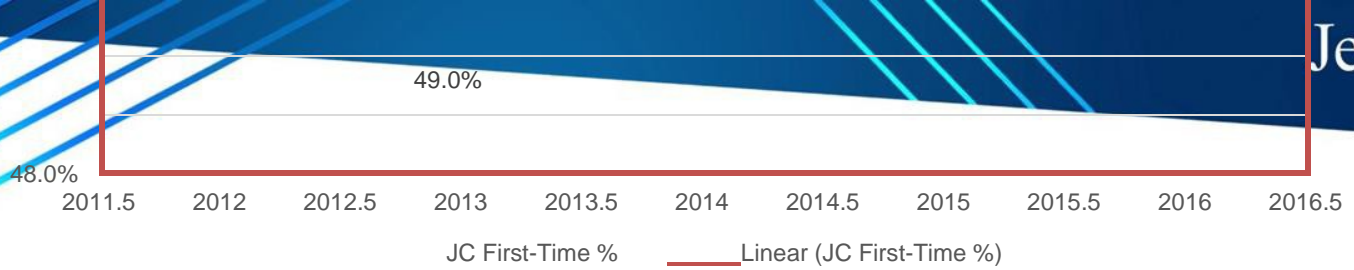
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Northwest Graduates Capture Rate

Jefferson College: Percent of College Students from Northwest





JC First-Time % Linear (JC First-Time %)

Area Needs

- Technical/trades programming
- Workforce Development
- Adult Education and Literacy

Manufacturing and Innovation Center

- Computer Integrated Manufacturing
- Automotive – Diesel, Collision Repair
- Non-credit Fast Track
 - Maker Space/Entrepreneurial Partnerships
 - Construction and Mechanical Occupations
 - OSHA
 - IT
 - Allied Health

- EDC/SBA Partnership

Next Steps?