President’s News & Views
November 30, 2017

The countdown to winter break has begun! With the last of the Thanksgiving turkey and dressing now gone, it’s time to sprint toward the end of the semester while embracing the spirit of the holiday season. As the level of activity in classrooms and across campus picks up as the semester winds down, please accept my sincere thanks for your continued dedication to the success of our students.

Due to the holidays and timing of the December Board of Trustees meeting, this will be my final newsletter of the year. The next edition will be published in January.

**Employee Medical/Dental Insurance Package Approved for 2018**

Without question, insurance coverage and the accompanying increase in rates being seen across the nation is a topic of concern for everyone. Following much discussion and information sharing (among constituent groups and the Board of Trustees) regarding the renewal of employee medical and dental insurance, I am pleased that the Board approved a revised proposal during a special meeting on November 16.

Open enrollment is November 30-December 7. You may switch from one insurance plan to another as well as add dependent coverage and/or enroll in voluntary policies during this time.

I appreciate the work of our Insurance Review Committee, Human Resources Director Tasha Welsh, and our insurance broker Rick Vest for providing detailed information and for working to provide the best possible proposal given the current state of healthcare. Based on the feedback received, we will be providing employees with more updates throughout the year on industry trends and our claims experience prior to the renewal period.

I also want to underscore that although the College has experienced a negative trend in claims over the past year (contributing to the corresponding increase in our renewal rates) nobody is being blamed or judged for having to use their insurance to address health concerns—catastrophic or otherwise. Simply, it is a financial reality that the renewal process is based to some degree on our current claim cycle and, to remain transparent, it is necessary that such information be communicated as part of the larger institutional budget picture.

As I’ve stated before, the administration is doing all that we can to keep annual rising costs to a minimum by exploring options that are feasible and within the College’s control. Keeping an eye on claims and reserve fund balances is a year round responsibility.
FY19 Institutional Budget Planning – Ideas and Input Voluntary Separation Incentive Program (VSIP) Proposed as Result of Employee Feedback

Your voice was heard...based on widespread feedback from employees, both prior to and following the recent budget survey, the Administration has been authorized by the Board of Trustees to develop a Voluntary Separation Incentive Program.

While much is still unknown regarding state funding for next year (FY19), the level of participation in the VSIP would serve as the basis for initial budget savings as additional strategies are identified in the months ahead. Your continued participation and feedback in helping to identify other specific budget saving efforts is crucial.

The VSIP draft will be recommended to the Board in December. If approved, the final plan, application, and general release documents will be distributed to employees the following day. If you have questions regarding the proposed incentive program, retirement, and/or eligibility for either please contact Kimberly Pitts, HR Specialist, at extension 3133 or kpitts1@jeffco.edu or Tasha Welsh, Director of Human Resources, at extension 3157 or twelsh@jeffco.edu.

Budget Survey Results – Employee Feedback Drives Development of Work Groups

Thanks to those who took the time to share their recommendations via the recent budget survey. The survey responses and overview of the themes and suggested work groups have already been shared with all employees.

Next steps include forming work groups and establishing timelines. As I mentioned above, we need your continued support to develop further specific strategies and move the process forward!

Work groups include:

Programming - scheduling, program review, consolidation, program/course duplicity, adjunct coverage, athletics

Cost Reduction and Effectiveness - facilities, campuses and campus services, infrastructure (HVAC)

Revenue Sources - tuition, fees, workforce development, tax levy

Employee Optimization and Benefits - work day/work week, staggered schedules, job sharing, etc.

If interested, rank in order of 1-4 (1 – most interested to 4 – least interested) the work groups you have an interest in and would like to participate. Please send your choice(s) to Miriam Rouggly by December 4, who will capture work group participants on a spreadsheet. There is no limit to the number of work groups on which you may volunteer, nor is there a limit to the number of participants volunteering on any one work group. The first meetings will take place prior to December 15. The timeline is tight, but each work group should be completed by the end of February. Thank you for your continued support and voice in this important process.
November 2017

All monthly agenda items and detailed supporting materials are posted online via the BoardDocs site accessible through MyJeffco under the Employee tab > President’s Office and from the Jefferson College website homepage by clicking on Welcome > About Jefferson College > Board of Trustees links.

Items approved were:

- Consent Agenda Items (Minutes, Financial Statements, Faculty Load, Curriculum Matters)
- Library Furniture Purchase
- Computing Equipment Purchase
- Storage Area Network Replacement
- Uninterrupted Power Supply Replacement
- Mass Messaging Replacement Contract
- Strategic Planning Online Software Purchase
- Addition of Full-Time Men’s and Women’s Head Soccer Coach Position
- Medical and Dental Insurance Renewal (approved during special meeting on Nov. 16)
- Renewal of Microsoft Software for Campus Licensing
- Update - Procurement Manual
- Revision - Board of Trustees Policy II-019, Enrollment in Jefferson College Classes (first reading)
- Resignation - Executive Director of Development (Patti Christen)

Final Board Meeting for 2017

The last scheduled Board meeting this year will be held on December 14 at 5:30 p.m. on the Hillsboro campus. The meeting can be followed live via the BoardDocs site accessible under the Employee Tab in MyJeffco.

Board of Trustees

Steve Meinberg  
President

Gary Davis  
Vice President

Krystal Hargis  

Ronald J. Scaggs  

Barbara Stocker  

Margie Passmore
Jefferson Foundation Awards $77,000 to College Foundation for HOP Scholarships and Aquatics Program

The Jefferson Foundation recently announced $77,359 in funding to the Jefferson College Foundation covering two separate grants to support the College.

$54,000 will provide a series of 15 scholarships to first-year or pre-program students entering our Health Occupation Programs: Bi-Level Nursing, Physical Therapist Assistant, Occupational Therapy Assistant, Radiologic Technology, and Health Information Technology. $23,359 was also awarded to provide support for the aquatics program (part-time staff and supplies).

Institutional Committee Highlights and Updates

Interested in an item on a committee agenda or attending a meeting? The Council of Institutional Committee Chairs has added a Google Calendar to the MyJeffco Committee page for 2017-18 meeting dates and locations to give everyone easy access to the information. Guests are welcome at all meetings.

- The Accreditation Committee approved the draft Diversity Plan and it was presented at the November President's Leadership Council. Listening sessions on the draft plan are being hosted by the Diversity Subcommittee on Dec. 5 at 2:30 p.m. and Dec. 8 at noon. Both sessions will be held in the Viking Room and everyone is encouraged to attend and give feedback on the plan.

- The ETS Proficiency Profile was approved as the new Exit Exam by the Assessment Committee, based on the recommendation of the ACT CAAP Exit Exam Replacement Working Group. The new exam will be in place for Spring 2018 graduates. The Exit Exam results are an important part of our general education assessment process.

- Look for new marketing materials around campus soon to promote the Pat on the Back employee recognition initiative. The Employee Support Committee created the program last year and are now moving to an all online nomination process for the Pat on the Back recognitions.

A summary of all institutional committee accomplishments and initiatives is presented during each month's President's Leadership Council meeting.

Holiday Party Scheduled for December 8

With the holidays soon to arrive, make plans now to attend the College's annual holiday party scheduled for Friday, December 8, at 5:30 p.m. at the Hillsboro Civic Center with dinner, music, attendance prizes, and the opportunity to come together for some light-hearted fun. There is no cost for regular employees. Bring a guest for $15 (purchase passes at the Cashier’s Window at Hillsboro or the JCI or JCA front desk). A cash bar will be available. For details, contact Miriam Rouggly at extension 3301.
**PAT ON THE BACK NOMINATIONS - OCTOBER**

The Pat-on-the-Back (POB) program is an employee-recognition initiative sponsored by the Employee Support Committee. POB cards are available online (https://studentdevelopment.typeform.com/to/NDoEcK) and next to specially designated boxes around campus. When an employee goes above-and-beyond, a co-worker, supervisor, student, or community member can fill out a card to give them a “pat-on-the-back” in recognition.

The following individuals received a Pat-on-the-Back nomination in October: Lisa Alter, Lauren Murphy, Kristen Sides, Peggy Bradley, Christine Platter, Shauna Gore, Chris DeGeare, Kristin Sherman, Sheba Nitsch, Cindy Rossi, Darrel Hulvey, Sue Lerch, James Dixon, Patrick Evers, Marie Self, Darrell Kyle, Matt Keeney, John Scanga, Lora Warner, Susan Lundry, Lindsey Oertwig-Saffa, Barb Clements, Dan Modglin, Brian Dunst, Stacy Bogier, Stacey Wilson, Linda Osborne, Trish Aumann, Gerard Uhls, and Matt West. Special POB nominations were received for Christy Stanley and Phillip Pham.

Congratulations to all those who received nominations and thank you for all that you do for Jefferson College!

**DEMONSTRATING SERVICE AND SUCCESS: GREAT ACCOMPLISHMENTS REFLECT COLLEGE’S IMPACT**

Appreciation goes to those that attended the recent MCCA convention and especially to those who served as conference presenters this year. It is always gratifying to see our institution represented so strongly at the state level as I heard many positive responses from our colleagues. Congratulations also to Veterinary Technology Professor Dr. Robin Duntze on receiving the 2017 Senior Service Award, presented during the convention.

Physical Therapist Assistant Program Director/Assistant Professor Bridget Webb recently presented training on electrical stimulation (a physical therapy modality) to employees of the Mercy Hospital Jefferson Acute Rehab Unit/Rehab Services. She will return to Mercy throughout the fall for a series of presentations, including Acute Rehab Unit Lab, Outpatient Lab, and Pain Modalities.

In honor of National Veterinary Technician Week, the Vet Tech program recently hosted Campus Canines @ Your Tiny Library. Program faculty and staff brought in their personal pets for a meet and greet with students, faculty, and staff. The event drew at over 50 visitors, prompting the Vet Tech staff to make Campus Canines a regular event with monthly visits to different areas on campus.

Philosophy Instructor Brian Dunst’s review of a book titled P. M. Locke, and R. McCann (eds.): Merleau-Ponty: Space, place, architecture was featured in the September issue of Human Studies, a journal for Philosophy and the Social Sciences.

Thank you to those who organized and participated in the highly successful Jefferson College Arnold 10th Anniversary Celebration earlier this month. The event was well attended, with a mix of community members, prospective and current students, and many faculty and staff.

Assistant Music Professor Elke Overton was the guest conductor for the Bishop DuBourg Middle School Honor Band last month.
LEA Assistant Professor Paul Ferber’s article “Surviving Secondary Trauma” was published in the Fall 2017 edition of Street Talk, a mental health newsletter for law enforcement.

Art Professor Blake Carroll has a photograph in Art Saint Louis’s 33rd annual all media, all techniques, all styles, all themes juried exhibit, XXXIII The Exhibition, which runs through December 21.

For the fifth consecutive year, our Marketing and Public Relations Department has been recognized for their superiority by winning seven “Medallion of Excellence” awards from the National Council for Marketing and Public Relations. Great job to the team of Roger Barrentine, Erin Bova, Matt Keeney, Lauren Murphy, and Kristen Sides.

Kudos to Employment Specialist Lora Warner for coordinating Career Prep Days, where students had the opportunity to have their resumes reviewed and select professional interview clothing from the Career Closet. She also organized the annual Healthcare Careers Job Fair focusing on industries supporting the Health Occupation Programs.

Thank you to the faculty and staff who organized this year’s International Education Week activities in support of our students.

Season’s Greetings

I want to take this opportunity as we come to the end of another year to thank each and every one who helped make the College’s long history possible. You make a difference every day to those we serve. May your holidays be filled with happiness, peace, and hope for the coming year.

Thanks for reading.