

PRESIDENT'S LEADERSHIP COUNCIL
Meeting Minutes ~ September 27, 2016

ATTENDANCE

Deborah Allen	Shirley Davenport	Bruce Korbesmeyer	Dale Richardson
Trish Aumann	Chris DeGeare	Holly Lincoln	Bob Stevens
Roger Barrentine	Daryl Gehbauer	Betty Linneman	Claudia Stuppy
Michael Booker	Richard Hardin	Dena McCaffrey	Lisa Vinyard
Robert Brieler	Kathleen Harris	Greg McVey	Allan Wamsley
Sarah Bright	Kim Harvey	Earl Neal	Joan Warren
Kaytlyn Clark	Kathy Johnston	Lisa Pritchard	Tasha Welsh
Ray Cummiskey			

CALL TO ORDER

President Cummiskey called the meeting to order at 2:33 p.m., and stated that going forward, PLC meetings will be limited to 1½ hours, ending no later than 4:00 p.m.

CELEBRATIONS/RECOGNITIONS

- Dena McCaffrey shared that the Missouri State Board of Nursing's (MSBN) recent review resulted in kudos for the Jefferson College Nursing Program's faculty and staff, and positive feedback regarding the Sim Lab, the manner with which faculty work together, and student feedback.
- In a recent conference call with the MSBN regarding the recently-displaced ITT students, Jefferson College was recognized for the efforts made to assist these students. The Jefferson College Nursing Program has been approved by MSBN to offer an additional co-hort of ITT students (up to 19) beginning on October 1; students will have through July 2017 to complete the program and receive their degree from the College. (These students were supposed to graduate in November 2016 from ITT.) Many faculty and staff across campus, as well as state officials, have contributed to see this opportunity come to fruition for these students.
- Bob Stevens, Vice President of Student Senate and Co-Chair of MCCA-SG for 2016-2017, introduced himself.
- Richard Hardin introduced Claudia Stuppy as the new Assistant Controller.

APPROVAL OF MINUTES

Dr. Cummiskey asked for a motion to approve the August 30, 2016, meeting minutes. Richard Hardin made a motion to approve the minutes as presented; Chris DeGeare seconded the motion. All approved.

HOT SEAT QUESTIONS

Dr. Cummiskey reminded the group that Hot Seat questions are recorded for the benefit of those not in attendance. The video link will be sent to all employees via email and will be housed under the President's channel on MyJeffco. Questions to be addressed at the monthly PLC meetings can be submitted anonymously through constituent heads or emailed to Lisa Vinyard (lvinyard@jeffco.edu).

- **Open Forum on 10/4/16** ~ In response to faculty suggestion, an Open Forum will be held October 4, 2:30-4:00 p.m., to discuss results received from Great Places to Work Survey and to talk about potential actions. As ideas are shared, a Task Force will be identified to focus on key points that can be turned into action items. The Open Forum will be facilitated by a neutral, unbiased facilitator. It is hoped many people attend the Forum and provide feedback.

ACTION ITEMS

None

COMMUNICATION AND FEEDBACK

Board of Trustees Update ~ Dr. Cummiskey shared that at the September 8, 2016, Board of Trustees' meeting, the tax levy was set for the year at 34.06 cents. The mandated tax hearing was held prior to the Board of Trustees' meeting; however, no one from the public attended. As well, many purchases were approved. Faculty and staff were encouraged to review Board of Trustees' meeting information via BoardDocs.

Committee Presentation(s)

Institutional Committees Update ~ Trish Aumann shared the following:

- The 9/11 Mobile Exhibit will arrive on Monday, October 3, in the late afternoon, and a large escort has been coordinated for the arrival. The Opening Ceremony will take place at 8:00 a.m. on Tuesday, October 4. All were encouraged to view the Exhibit, open 9:00 a.m.-7:00 p.m., Tuesday-Thursday, October 4-6. Four (4) New York Firefighters are accompanying the Exhibit to interpret the Exhibit and tell their stories. A large number of local schools are attending. Volunteers are still needed to assist with tearing-down the Exhibit at 6:00 p.m. on Thursday, October 6.
- The Diversity Subcommittee (a subcommittee of the Accreditation Committee) held a strategic planning retreat in July to begin developing the foundation for a diversity plan.
- Strategic Planning Committee ~ Capital Projects presentations are scheduled for Friday, October 28.

Constituent Reports and Issues

Learning Services ~ Betty Linneman and Shirley Davenport provided a Learning Services update, discussing the following:

- implementation of the Acceleration Learning Lab ([ALL](#)) in Summer 2017;
- efforts made with the revision of the placement policy;
- transition to Accuplacer on November 7 (COMPASS data will be deleted from the ACT system on December 30; however, the College will retain the COMPASS scores for two years since our policy is that those scores are good for two years.) IT is currently developing a program to upload Accuplacer scores.

Co-Curricular Outcomes ~ Trish Aumann, Kathy Johnston, Allan Wamsley, Lisa Pritchard, and Greg McVey shared information regarding co-curricular outcomes, including a Table of comparison for [Proposed Co-Curricular Outcomes and General Education Competencies](#) (review and feedback requested), definition of "co-curricular," the process for creating co-curricular outcomes, the timeline, and the next steps. Feedback received during the PLC meeting included the addition of a science component to the outcomes (e.g., scientific methodology). Feedback is welcome and can be forwarded to any of the individuals listed above.

October 4th Town Hall Meeting ~ Ray Cummiskey and Tasha Welsh discussed the Great Places to Work Survey, the upcoming Town Hall Meeting, and definitions and expectations to facilitate moving forward as an institution.

- A neutral/unbiased individual will facilitate both the Town Hall Meeting and the subsequent process/meetings.
- Faculty and staff will be requested to determine *solutions* for areas of concern/issues.
- The initial focus will be shared governance.
- Some goals identified to date include: (1) identify themes and work toward solutions; (2) come away from the Town Hall meeting with action items; and, (3) define shared governance.

- Constituent heads solicited feedback from their peers to be addressed during the Town Hall meeting. Earl Neal stated faculty responses were minimal; certified and classified staff submitted issues to be addressed.
- Need to build trust or nothing will work.
- Develop focus group/task force to review initiatives recommended at October 4th Town Hall meetings
- Student satisfaction is also a concern; therefore, feedback received via the Noel Levitz Student Survey is being addressed. Student task forces have been identified to address some of the issues.

COMMENTS / DISCUSSION / INFORMATION ITEMS

None

NEXT MEETING DATE

October 25, 2016

ADJOURN

The meeting adjourned at 4:04 p.m.