

Jackson State Community College Foundation
Board of Trustees

Meeting Minutes

Thursday, February 15, 2017, 8:30 a.m. – Foundation Board Room/ Student Union

The Jackson State Community College Foundation Board of Trustees met on Tuesday, December 5, 2017 in the Foundation Board Room in the Student Union Building at Jackson State Community College.

The following were present: Chairman. Jeff Lewis, Mrs. Dee Henderson, Treasurer Horace Chase, Dr. Allana Hamilton, Mr. Reggie Smith, Dr. Walter Nelms, Mr. Randy McKinnon, Mr. Thorne Barbour, Mr. Brian Gann, Mr. Paul Phelan, and Dr. Larry Bailey.

Those unavailable to attend: Mr. Jim Ayers, Mr. Chris Allison, Mr. Bobby Dyer, Mr. Grant Edwards, Dr. Tony Emison, Mr. Floyd Flippin, Senator Ed Jackson, Mr. Randy McKinnon, Ms. Neta McKnight, Mr. Lamont Nelson, Dr. Walter Nelms, Mr. Dillon Tripp, Dr. Bobby Smith, Mrs. Ellen Kirby, Mr. John Rountree, Mr. Cary Vaughn and Mr. Tony Rafalowski

CALL TO ORDER

Chairman Jeff Lewis called the meeting to order at 8:36 a.m.

WELCOME & INTRODUCTIONS

Chairman Lewis welcomed all in attendance.

APPROVALS

Copies of the February 15 meeting agenda and copies of the December 5, 2017 & February 2, 2018 meeting minutes were presented for review and approval. ***With no questions or corrections, Mr. Thorne Barbour made a motion to accept the agenda as presented; Mr. Randy McKinnon provided a second. There were no opposed; the motion passed.***

FINANCE & INVESTMENT REPORT

Ms. Mary Raymond with Regions Bank presented an update of the JSCC Foundation's investment portfolio. Copies of the investment portfolio as of December 31, 2017 were presented for reference.

Overall, quarterly earnings are good, the manufacturing sector is thriving and unemployment is down. The Feds approved three separate interest rate hikes over the course of 2017. This was a good time to increase equity exposure within the portfolio. Currently, the portfolio is invested 55% equities and 45% fixed; still within the balanced variance but slightly more risk than at inception [September 2016] which was 45% equities and 55% fixed.

Earnings are healthy due in part to global growth. In January 2018, more jobs were added and with recent tax legislation affecting wages, inflation is perking up. This raised investor concerns that the Fed will move more aggressively to increase interest rates which helped spark an equity sell-off. The underlying health of the economy is good and on a whole companies are able to invest more due to tax reform.

On page one of the JSCC Foundation Account Overview, equities appear to be getting all the attention doing really well in January. Fixed income was down, but has fared worse [referring to the comment earlier about the timing of more equity risk]. The portfolio's total market value dropped slightly (1.2%) since December 31; the year to date total as of February 13, 2018 is \$1,921,879.71. However, equities saw a slight increase (1.63%) over fixed income in

February alone. [Moving back to page 5 in the first section of the presentation packet] Equity sectors overall are doing well, however, telecommunications and energy returns are slightly negative.

Total portfolio performance (*page 11*) for the last quarter of 2017 was at 3.42 above the 3.2 Regions benchmark. 2017 Has been a great year for the portfolio finishing just shy of the year-to-date benchmark of 13.65%. The pie charts included on page 3 show asset allocation by class and subclass, providing a more detailed breakdown of allocations.

There were no questions.

Copies of the December 31, 2017 Income Statement and Balance Sheet were presented to the Board. Treasurer Horace Chase began with a review of the Balance Sheet totals listed for assets and liabilities. Continuing with the Income Statement, Treasurer Chase noted the statement figures for revenue and expenses were for the first six months of the fiscal year. With no questions, ***a motion to accept Income Statement and Balance Sheet was made by Mr. Randy McKinnon; a second was provided by Mr. Thorne Barbour. There were no opposed; the motion passed.***

PRESIDENT'S REPORT

Dr. Allana Hamilton updated the Board on state and JSCC initiatives. TBR schools were in Nashville this week at the capitol discussing higher education issues. JSCC was one of the participating schools, along with its SGA President, meeting with legislators.

The international honor society, Phi Theta Kappa, named its 2018 All-Tennessee Academic Team on Tuesday. JSCC proudly has three students included in this honor.

TBR and the Tennessee Department for Economic and Community Development have partnered and are conducting TN Trained program state/system wide to identify and learn how to grow and best serve local economies. Both Dr. Bailey and Dr. Hamilton are participating in the training.

Former Governor Phil Bredesen will be on campus later today discussing regional business and industry issues.

Today marks the official campaign kickoff of the TN Reconnect program. TN Reconnect will assist adults interested in returning to college to obtain a degree. JSCC will host their own kick off session hosted this evening.

JSCC is continuing to build partnerships in business and industry and K-12 not just within Madison County but throughout the 14-county service area. Partnering with other higher education institutions is vital. Currently, about half of our students are enrolled in technical programs while the other half plan to transfer. One of Dr. Hamilton's goals for 2018 is to finalize agreements with the four year institutions that our students primarily transfer to provide a seamless transition. Some agreements that final are Western Governors University of Tennessee, Middle Tennessee State University and University of Tennessee at Martin. Those expected to be finalized in the next few months are University of Memphis at Lambuth, Lane College, and Union University.

There were no further questions.

Director's Report

Mrs. Dee Henderson welcomed everyone to the meeting.

Mrs. Henderson thanked the Trustees for their votes to add Mrs. Deann Thelen to the Foundation Board of Trustees. Mrs. Thelen will begin her term at the June 2018 meeting.

A list of Black History Month campus events is included in the meeting packet. Trustees were invited and encouraged to attend if their schedules permitted.

Also included in the meeting packet is a list the sub committees of the Foundation Board of Trustees. Mrs. Henderson encourages Trustee participation on these subcommittees. She reminded the Board that Mr. Jeff Lewis and Dr. Tony Emison were members of the Business, Investment, and Finance Committee and its purpose. Also that Mr. Cary Vaughn has volunteered to chair the Trustees Affairs (Membership) Committee. Each Trustee has valuable input to bring to the table and encourage the Trustees to help the Foundation which in turn helps the college.

Dr. Bobby Smith and Mrs. Henderson have been meeting regularly and developing a strategy to grow the Board of Trustees through industry and a wider service area so that the Foundation is helping in other counties. There are two things that Mrs. Henderson asked the Trustees to personally think about: 1) Do you believe in JSCC and why, 2) Do you believe in the JSCC Foundation and why? Mrs. Henderson asked the Trustees to please email her with their thoughts; they could talk to her about anything.

Mrs. Henderson continued with an update on fundraising. At the December 5, 2017 meeting, the Board voted not to host a 2018 banquet but to explore other fundraising activities. Mrs. Henderson encouraged the Trustees to participate on the Development Committee and to contact herself or Lisa Kincaid with their interest. Other fundraising ideas will be collected through the end of March. The hope is to hold a banquet in 2019.

Mrs. Henderson reminded the Trustees of the Retreat held in August 2017 with keynote speaker, Frank McMeen of [West Tennessee Healthcare] The Foundation. Other presenters were Dr. Bobby Smith, Mr. Horace Chase, and Mr. Brian Gann. The Retreat lasted about two thirds of the day with lunch provided. Another Retreat was being planned for the summer of 2018 and the date would be provided at the next Foundation Board of Trustees meeting [June 2018].

The JSCC Foundation Mission and Vision Statements are included in today's meeting packet and will be included in all meeting materials in the future. Please take some time to review these statements. The Board Chair will read these statements aloud at the beginning of each meeting. If the Trustees feel these need to be revised, this can be done as often as needed.

A list of the 2018 meeting dates are included in today's meeting packet as a reminder.

Mrs. Henderson shared with the Board that JSCC would like to highlight our Foundation Board of Trustees and would they be willing to supply or update their current bios and photos. JSCC would like to share this information with the public.

Lastly, the JSCC 50th Anniversary Books are available for Trustees to take several back to their office and business to make available and share. If you need more, please contact our office.

There was no further discussion.

VICE PRESIDENT REPORTS:

Institutional Effectiveness & Advancement

Dr. Bobby Smith was not in attendance; attending a West Star event off campus.

Academic Affairs:

Dr. Larry Bailey updated the Board on the newly transformed class schedule implemented this spring 2018 semester. The new schedule provides more flexibility for our students, especially at a time when TN Reconnect is launching. Classes will now meet for an hour and a half as opposed to fifty minutes. Faculty have more classroom time and student success is higher. The new schedule offers Monday/Wednesday classes and Tuesday/Thursday classes. Friday/Saturday classes are currently being developed. Options of online, hybrid, classroom and evening classes in this format opens many new opportunities for adult students with jobs and families.

The Commission on Colleges Southern Association of Colleges has approved three programs: Criminal Justice, Health Science, and Fire Science. These programs will be offered beginning in the fall of 2018. The A.A.S. in Fire Science will partner well with the E.M.T./Paramedic programs since Tennessee now requires all firefighters to be E.M.T.s. This new program will allow students to double major if they choose.

The Chancellor is pushing for more focus on workforce development. Right now, many of our faculty, program directors and non-credit faculty are all part of workforce development. As Dr. Hamilton explained regarding TN Trained, JSCC is participating in this program to gel our efforts to help workforce development here in Jackson.

Occupational Therapy Assistant student, Kelsey Gadberry was selected as Outstanding Technical Student of the Year, one of three students from West Tennessee. She has an amazing story and JSCC is proud to have her representing our OTA program as one of the nine students from the State.

JSCC has been working with high school teachers training them to teach our curricula in dual credit courses. High schools students enroll in dual credit classes taught by their high school teachers and if those students attend JSCC, they will receive college credit for that course. Currently, JSCC has fifteen high schools offering dual credit classes and three more are expected to complete training this week.

JSCC is making every effort toward the governor's The DriveTo55 initiative. JSCC is focused on the student, if one class presents an issue, that one class becomes the focus. We give our best and ensure our students give theirs.

JSCC is poised to handle any initiative coming from Nashville [TBR].

Student Services:

Mr. Brian Gann extended a verbal invitation to the Trustees to JSCC Graduation, May 5, 2018 at 2 p.m. at the Oman Arena. Presently, the number of students on course to graduate in May is ahead of this time in 2017. This cycle JSCC is at 313 while only 296 are needed to meet funding requirements. In May 2017, 316 students completed so 296 is an attainable number.

In the governor's State of the State address, the Complete to Compete was announced. This is one of the biggest bills introduced under Governor Haslam's Driveto55 initiative. This new bill requires Hope or TN Promise students to complete 30 credit hours in 12 months or risk losing a portion of their state funding. . The anticipated loss of state funding if this 30 credit hours requirement is not met may be in the neighborhood of \$250.00. The bill requires community colleges to developed structured scheduling to keep freshman students on track to graduate, however, not every student has the same set of challenges. This bill also requires mandatory faculty/academic advisors and a college coaching network. JSCC is well positioned to manage these new process. We have four completion coaches who maintain a line of communication via phone, text, email, and in person with approximately 400 students each. JSCC is focused on not letting a student fall through the cracks and helping students stay on track.

Today is the official launch of TN Reconnect. Currently, JSCC has 24 students enrolled under this program and more than 600 inquiries due to already possessing a A.A.S or do not met the one year Tennessee residency requirement. JSCC is hosting its first information session this afternoon. Adults interested should contact JSCC Student Services.

There were no questions.

Chairman Lewis reminded Board members the next meeting date of June 7, 2018.

With no further discussion, the meeting adjourned at 10:00 a.m.

Respectfully submitted by Lisa Kincaid

Institutional Advancement

February 15, 2018