**2015-2016 JSCC Annual Business Advisory Committee**

**Luncheon Meeting**

**April 13, 2016**

**11:30 a.m. – 1:00 p.m.**

The meeting of the Business Advisory Committee was called to order by Dean Terri Messer, with the following members present: Aaron Cooper (JEA), Shirley Jones (The Jackson Chamber), Barry Matthews (Simmons Bank), Barry Phillips (Pictsweet), Celia Rodenbaugh (Jackson Clinic) and from JSCC: Mary Jo Boehms, Jack Laser, Jayne Lowery, Terri Messer, Terry Mullins, Cathi Roberts, John Tibbs and Janice Taylor.

Dean Messer welcomed everyone and introductions were made.

**Old Business: McWherter facility updates**

* Nursing has vacated the building with the completion and move to the Nursing Building.
* We started groundbreaking on our Allied Health Building, the goal for occupancy is February 2017.
* We now share the building with CIS and IT and PTA and OTA. The OTA (Occupational Therapy Assistant) program was launched in the fall.
* We also lease space to TCAT Jackson.
* We get to renovate building. Taking back another big bay for manufacturing, new classroom and new computer room and upcoming health credit program.
* By this time next year, we hope to be able to do a tour of the building.

**New Business:**

AAS – Administrative Professional Technology concentration review.

* Under Business umbrella: Career Pathway – AAS Business
* AOM – name change – Administrative Professional Technology (APT) – an example of how we would recommend that students take their programs
* Shirley Jones shared information from her mentor meeting @ Southside – ACT score will change to five years.
* We are doing some Maymesters and Minimesters.

New courses are being developed – ADMN 2303 and ADMN 2304

Medical ‘tract” available under APT concentration

Jack Laser spoke about new classes in Workforce Development – non-credit……just completed a three year grant: Phlebotomy, EKG and CCMA (these courses rolled over into credit classes) as well as Medical Billing and Coding and Electronic Health Records.

AAS – Management concentration reviews

Busn 1330, Entrepreneurship is a new course added to library. Possible high school dual enrollment or dual credit and/or prior learning opportunities for completers of program at *TheCo*. Course is designed to teach students how to manage and how to sell.

Personal Finance course to be dual enrollment in fall at local high schools. Course has been redesigned so that all of the high school students take a Personal Finance class.

FAST TRACK accelerated cohort 4 to begin in August 2016. We are meeting a need. Faculty have been great. Hopefully, we will be able to get some adjunct faculty.

AA/AS – Accounting, Business Administration, Information Systems

TN transfer pathway common curriculum update on Math. Math is the same but take more Statistics, Finite, PreCalculus I

Discussion followed.

* TN Promise – any high school seniors directly enrolled in a community college or TCAT, TN Promise would pay their last dollars. In order to qualify, it is required for student to do 40 hours of community service and to attend their mentor meetings. Everyone had to apply for their FAFSA by February 1.

Discussion followed.

* Hope Scholarship applies toward the last dollar. The only thing that doesn’t apply would be the Rotary
* TN Promise only covers tuition and some fees……PELL eligible. 92% of students who attend TCAT are PELL eligible.
* The goal was to make all higher education affordable. Based on data, we have about 500 students that were not given a warning…….about 400 of them came back. Our remedial education changed. We have a Vice President of Academic Affairs @ TBR Director Engl Comp I and also take a supporting lab at the same time.
* Business careers – of the top 25 careers, 21 of them require a Bachelor’s……we are highly encouraging them to go the AS route which gives them the opportunity to go to another school.
* Reconnect Program – The TCTA for working adults that could go back to the TCAT and complete their degree and the program would pay for it.
* Round 2 of Reconnect coming to the community colleges working adults – anyone over 24 years old. Trained at least 30 hours \_\_\_\_\_\_\_\_\_\_\_\_ apply to the remaining 30 hours paid for by the Reconnect.
* Veterans Reconnect – applied for a grant and grant was funded. We now have a Veterans Support Center.

Jayne Lowery: Wanting to make sure that the curriculum we teach will be sufficient for what they need. With an adequate instructor, the right curriculum is there. Which coding do we teach? What needs to be included in the curriculum? We will have non-credit courses for the fall. We would like to have at least 3 of the 4 classes. Students will receive a certificate.

AAS Career Programs will be validated by a third party accreditation.

Aaron Cooper: We currently have a programmer position available.

Any surprises in the implementation of this program? Scheduling of classes…..getting students who work full-time that need an evening class. Set schedule for the classes. We are meeting a need. Many of our traditional students are having to work three jobs to make ends meet. We are trying to steer 18 year olds into this program.

Question: Anyone in your company that needs a degree?

Phillips: We have a few that will fall in the category that really need to follow through with their education.

Are some of these people that started at JSCC? Yes. We are trying to recapture some of those students that didn’t quite finish and meet a need. Graduating some, numbers are up which is a positive that we had from last year.

Experienced a severe drop in our Career Exit Exam.

Corrective action for Business Exit Exams prepared by Jayne Lowery:

* PowerPoint presentation prepared for students as form of review.
* Presentation was made available to students through D2L.
* A study session/dinner was offered to all graduates with 100% attendance.
* Test was made available electronically immediately following study session and proctored by faculty.

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Do you keep up with job placement when they graduate? Do they get any kind of congratulatory letter for scoring a certain amount on the Exit Exam?

Funding Updates:

Working on a couple of grants that have not been a good fit. LEAP expecting to see a Round 2 on that. It will be focused on manufacturing……..it is soft skills ….don’t come to work everyday on time.

Do something in conjunction with the employment agencies.

Everybody expects something for coming to work or passing an exam.

Discussion followed.

With each of your companies, how many openings do you have now, in which area, how many would you hire straight out of high school with no secondary education?

Aaron Cooper: 20% low – that require credential, 1% high school, no experience

Celia Rodenbaugh: openings are Nursing, certification required. Do hire with high school for business office

Jones: 65% do not require certification

Phillips: certification, HQ requires 4 year degree, plant – no certification required

Matthews: nothing now. Tellers – work world experience, high school

Phillips: because we have states around us that are moving their minimum wage to $15.00 per hour……moving labor out and requiring a higher skilled work force.

Jones: One position open. Will hire people depending on the work experience. We usually get a lot of applicants when we have a position open. Try to promote within.

AMT Coop Program – 2 days in class, 3 days at work

Madison County employment rate is very low. It is the drug test that is killing everybody. The biggest issue is passing the drug test.

John Tibbs will be retiring and he has been such an asset to this team.

Thirty years and one month service to JSCC.

Math – we are about to use some of the documentation to the curriculum, take the same math: Statistics, Finite, PreCal I

Phillips: any employ that comes in an administrative position, we get a critical thinking specimen. We are doing as a trial some critical thinking online.

Meeting adjourned.

Minutes recorded by Janice Taylor.

Lunch provided by: Fazoli’s