

Jackson State Community College Foundation
Board of Trustees

Meeting Minutes

Thursday, December 5, 2019, at 8:30 a.m. – Foundation Board Room/Student Center

The Jackson State Community College Foundation Board of Trustees met on Thursday, December 5, 2019 in the Foundation Board Room in the Student Center at Jackson State Community College.

The following were present: Mr. Reggie Smith, Dr. Bobby Smith, Ms. Neta McKnight, Mr. Cary Vaughn, Mr. John Rountree, Mr. Al DaSilva, Mrs. Wendie Carlson, Mr. Randy McKinnon, Mr. Jeff Lewis, Treasurer Tim Dellinger, Ms. Jessica Gelinias, Mr. Colin Perry, Mrs. Candyce Sweet, Dr. Jeff Sisk, and Ms. Lindsey Tritt.

Those unavailable to attend: Dr. Larry Bailey, Mrs. Marcie Williams, Dr. Walter Nelms, Mr. Brian Gann, Chair Thorne Barbour, Mr. Grant Edwards, Mrs. Deann Thelen, Mr. Jim Crone, Mr. Jim Ayers, Mr. Dale Conder, and Mr. Paul Phelan

Guests: Mr. Benjamin Dziengel and Mr. Jay Mullins.

CALL TO ORDER

Dr. Bobby Smith called the meeting to order at 8:35 a.m.

WELCOME & INTRODUCTIONS

Dr. Smith welcomed all in attendance.

APPROVALS

Copies of the September 19, 2019 meeting minutes were presented. With no questions, ***Mr. Jeff Lewis made a motion to accept the agenda as presented; Mr. Cary Vaughn provided a second. There were no opposed; the motion passed.***

Copies of the December 5, 2019 meeting agenda were presented. Dr. Bobby Smith added an action item of Emergency Preparedness to the agenda. With no questions, ***Mr. Randy McKinnon made a motion to accept the agenda as presented; Mr. Al DaSilva provided a second. There were no opposed; the motion passed.***

Agenda Addition – Emergency Procedures:

JSCC Chief of Police, Shane Young, reviewed emergency procedure, mass communication methods for earthquakes, fire, active shooters, and tornados with the Board.

FINANCE REPORT

Treasurer Mr. Tim Dellinger presented copies of and reviewed the year-end Balance Sheet and Income Statement to the Board. With no questions, ***Ms. Wendie Carlson made a motion to accept the agenda as presented; Mr. Randy McKinnon provided a second. There were no opposed; the motion passed.***

INVESTMENT REPORT

Mr. Jay Mullins introduced the new Regions Relationship Consultant based in Nashville, Mr. Ben Dziengel. Copies of the JSCC Foundation investment portfolio were distributed. Mr. Jay Mullins, Institutional Portfolio Manager with Regions Bank, reviewed market data and updated the board of the portfolio's overall performance as of the end of September 30, 2019.

PRESIDENT'S REPORT

Dr. Jeff Sisk thanked the Trustees for their attendance and provided a background of his role with the TCAT-Jackson and as interim JSCC president. He also updated the Board on the Presidential search timeline and its availability on the JSCC website.

There were no questions.

DIRECTOR'S REPORT

Ms. Lindsey Tritt updated the board on the Dr. Peter DeVersa [donor] visit and progress on his [estate] planned gift, the status of the Internal Giving Campaign which has raised \$13,152.00 to date with \$7,500.00 of that total on the kick off date of November 7. JSCC partnered with AT&T Believes to collect crayons and assist in distributing school supplies at Alexander Elementary School; we collected over 800 boxes and in turn received \$5,000.00 for the Nest Fund. JSCC received its second donation from Wal-Mart in the amount of \$1,000.00. RIFA continues their support of the Nest program with a 700lb food delivery every 2-3 weeks. Raiser's Edge is now live! The new Foundation website is ready to go live (unfortunately, the campus has internet issues and it cannot be demonstrated at the meeting).

Goals for the 2020 year; building an Alumni Association, developing a capitol campaign with this Board for the Library, the President's Leadership Luncheon is a 2020 agenda item, expanding the donor base and revamping the Foundation's Annual Report.

Mr. Al Da Silva inquired of recurring donations via credit card through the website and if JSCC would allow that. Ms. Tritt deferred to Mr. Dellinger in terms of liability issues related to storing credit card information. Mr. Dellinger stated that Raiser's Edge was capable of storing credit card and banking information, however, it would ultimately be a Foundation Board decision but also Foundation policies would need to be developed regarding these processes and their risks as well.

There were no further questions.

VICE PRESIDENTS REPORTS:

Student Services:

Mr. Brian Gann was unable to attend the meeting.

There were no questions.

Academic Affairs:

Dr. Larry Bailey updated the Board on JSCC's progress for working with students with disabilities/accessibility issues related to course materials to revitalize our institutional standards. During the summer of 2019, Dr. Bailey worked with the Dean of Nursing, Dr. Leslie West Sands, to work on an accessibility audit of the Nursing program and all related general education requirements. This included all software, documents, graphics, and videos, etc., all of which have to be taken into consideration and training conducted relative to each teaching method and medium. All reports were in the mid to high 80s. The Student Services area is the next area of focus.

Letters of intent have been sent to TBR for certificates in Medical Coding the next step will be to develop Medical Billing. Corrections and Law Enforcement certificate program is in high demand in our area and moves in line with our associates program/transfer programs in Criminal Justice and Law Enforcement.

At one point in time JSCC had an associate degree in Early Childhood Development. We are now looking to establish a certificate program for ECD. We are working with the local school system and dual enrollment programs to establish the program.

There were no questions.

Institutional Effectiveness & Advancement

Dr. Bobby Smith updated the Board on the current internal audit cycle of the Foundation; these are normal procedures.

The Digital Engagement Initiative (DEI) allows students the opportunity of having [electronic] textbooks on day one of classes. However, many students aren't aware that cost is automatically added to their tuition and fees, may not pay their bill on time and/or they may purchase hard copy books and not realize they already have access to the digital version. Student Services will prepare a written proposal. Both Dr. Smith and Mr. Dellinger assured the Trustees proposal would be coming before the next scheduled Board meeting asking for assistance with these students' financial need [verses choice]. John Rountree also inquired that a proposal would be forthcoming asking the Foundation to assist with this financial need; Dr. Smith confirmed.

Mrs. Wendie Carlson referenced her notes from the June 2019 meeting, asking if the current cost for books was still \$1200.00. Dr. Bailey addressed the question from the standpoint of savings associated with the digital books, though several administrative issues existed, the cost was notably less for students.

Mr. Al Da Silva asked about the possibility of offering a portable device (laptop) for students to use to access the digital books? This would make the college look "more attractive". Dr. Bailey suspected that was the direction TBR was heading.

NEW BUSINESS:

Dr. Smith reminded the Board of the Annual Report included in the meeting packet.

Dr. Smith shared the 2020 meeting dates with the Trustees.

There were no additional items of new business.

OLD BUSINESS:

Vice chair nominations were taken via email in September 2019; minutes are included in this meeting packet. Mr. Jim Crone is officially the Foundation Board of Trustee Vice Chair.

In the last meeting it was reported that JSCC needed to complete the strategic plan by December 2019, it is in fact December 2020 instead. Historically, the Board has had a representative on the Strategic Planning Committee. **Mr. Cary Vaughn nominated Mr. Al Da Silva to be the Foundation Board of Trustees representative on the Strategic Planning Committee; Mr. John Rountree provided a second. There were no opposed; the motion passed.**

Dr. Bobby Smith tabled items C, D, and E under the Old Business.

Dr. Smith reminded Board members of the next meeting date, March 5, 2020.

Mr. Cary Vaughn added that if the Board could get a tangible, hard copy of the need for assistance for digital books it would assist the Board in taking it to their organizations in asking for contributions.

With no further discussion, Mr. John Rountree made the motion to adjourn; Mrs. Wendie Carlson made the second. The meeting adjourned at 10:08 a.m.

Respectfully submitted by Lisa Kincaid
Institutional Advancement
December 5, 2019