

▫*Jackson State Community College Foundation*  
***Board of Trustees***

*Meeting Minutes*

*Friday, March 15, 2019 at 8:30 a.m. – Foundation Board Room/Student Center*

The Jackson State Community College Foundation Board of Trustees met on Friday, March 15, 2019 in the Foundation Board Room in the Student Center at Jackson State Community College.

The following were present: Dr. Allana Hamilton, Chairman Jeff Lewis, Mr. Reggie Smith, Dr. Bobby Smith, Mrs. Stacey Williams, Mr. Randy McKinnon, Dr. Larry Bailey, Mr. Grant Edwards, Mr. Cary Vaughn, Mrs. Deann Thelen, Mr. Jim Crone, Mr. John Rountree, Interim Treasure Tim Dellinger, Mrs. Jessica Reece, Mr. Dale Conder, Dr. Walter Nelms, Vice Chair Thorne Barbour, Mr. Brian Gann, and Dr. Kim Holland.

Guests: Mrs. Dawn McGee and Mr. Jay Mullins.

Those unavailable to attend: Ms. Neta McKnight, Mrs. Marcie Williams, Mrs. Wendie Carlson, Mr. Al DaSilva, Mr. Jim Ayers, and Mr. Paul Phelan.

CALL TO ORDER

Dr. Bobby Smith called the meeting to order at 8:31 a.m.

WELCOME & INTRODUCTIONS

Chairman Lewis welcomed all in attendance.

APPROVALS

Copies of the March 15, 2019 meeting agenda and December 6, 2018, December 10, 2018 and January 17, 2019 meeting minutes were presented. With no questions, ***Mr. Reggie Smith made a motion to accept the agenda as presented; Mr. Randy McKinnon provided a second. There were no opposed; the motion passed.***

FINANCE REPORT

Interim Treasure Mr. Tim Dellinger presented copies of and reviewed the Income Statement to the Board.

INVESTMENT REPORT

Copies of the JSCC Foundation investment portfolio were distributed. Mrs. Dawn McGee introduced 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 February 28, 2019.

PRESIDENT'S REPORT

Dr. Allana Hamilton updated the Board with news related legislative developments and TBR updates. Three issues Dr. Hamilton discussed were:

- 1) The Chancellor's team and its makeup of those who gather weekly, as requested, at the Capitol to discuss legislative bills impacting higher education.
- 2) Resourcefulness and efficient use of taxpayer dollars; organizing Nashville meetings and topics to minimize the number of trips. The week of March 18 will consist of a week-long trip for college

presidents, faculty and students for Higher Education Day on the Hill, an Honors Ceremony recognizing students, and the presidents meeting.

- 3) The Tennessee Association of Colleges 100<sup>th</sup> Anniversary and meeting held March 13, 2019. It consists of public and private institutions. Discussion of issues that impact higher education regardless of public or private schools. Governor Lee was the keynote speaker and focused on aligning K12 and post-secondary opportunities. Additionally, he discussed education within the prison systems though not necessarily in regard to higher education.

Mr. Jim Crone inquired if there was legislation that immediately impacted Jackson State. Dr. Hamilton explained HB-1758 regarding training for emergency medical services, a 5-county pilot program, and its now expanded 15 site pilot to gather data for review.

There were no questions.

#### DIRECTOR'S REPORT

Dr. Bobby Smith updated the Board of Mrs. Dee Henderson's health status.

The Board was asked to complete the annual TBR Disclosure Forms for our records.

Dr. Smith notified the Board of the posting of the Director of Development and Community Relations on the Jackson State website. He explained the hiring committee make up and that Vice Chair, Thorne Barbour would be serving on that committee as a community member and Board representative. The goal was to have a new director in place July 1, 2019. The job posting/description would be sent to the Board via email.

Dr. Smith updated the Board of the February Budget, Investment, and Finance (BIF) Committee meeting regarding uncollected pledge receivables, a proposed write-off policy and transfer of monies. Copies of the BIF meeting minutes (*attached*) were presented and the recommendations of the BIF Committee were discussed. ***A motion was made by Dr. Walter Nelms to accept the following BIF Committee recommendations:***

- 1) Accept the write-off policy as presented,
- 2) Write-off the uncollected pledge receivables of the Crockett County Center (fund #263049) and Humboldt Center (Fund #263038) according to the contra revenue presented and recommended by the BIF Committee,
- 3) Write off the uncollected loan receivables of the Emergency Loan Fund (#420101) according to the contra revenue presented and recommended by the BIF Committee,
- 4) Discontinue the issuance of Emergency Loans to students by the Foundation, and
- 5) Transfer remaining monies of the Emergency Loan Fund (#420101) to the Student Relief Fund (#263051).

***Mrs. Deann Thelen provided a second. There were no opposed; the motion passed.***

Dr. Smith asked Board members to monitor their email closely in upcoming weeks as he was working on Foundation issues that will require a vote via email.

There were no questions.

#### VICE PRESIDENTS REPORTS:

##### Institutional Effectiveness & Advancement

Dr. Bobby Smith updated the board of the CMT Empowering Education Tour April 4, 2019 at Jackson State.

There were no questions.

Academic Affairs:

Dr. Larry Bailey updated the Board on the AS degree in General Studies for dual enrollment students to accumulate as many hours as possible while in high school.

Jackson State has been working with numerous high schools in our service area to develop dual credit courses.

The College is also looking into ways to better prepare students coming to college for the first time. This pilot, developed in conjunction with the Ayers Foundation, addresses writing deficiencies of high schools students. This pilot will be implemented in fall of 2019 and will involve little to no cost.

There were no questions.

Student Services:

Mr. Brian Gann thanked the Board for changes to the Student Relief/N.E.S.T. Fund and for recognizing the growing needs of students beyond tuition and books such as food, housing and basic necessities that the N.E.S.T. Fund assists with. The Board's support is greatly appreciated.

Mr. Gann updated the Board of the 38% increase in TN Reconnect (age 24 and over) students from 908 the fall of 2017 to 1255 the fall of 2018; 80% of those students return from fall to spring.

Support for students of color has been successful. The team of completion coaches have made an intention effort to support/assist these students. There has been a 2.3% increase (131 total students) in retention from fall 2018 to spring 2019 over the fall 2017 to spring 2018.

Graduation will be Saturday, May 4, 2019. The Board of Trustees will be receiving an invitation to attend.

There were no questions.

Chairman Lewis reminded Board members of the next meeting date, June 13, 2019. With no further discussion, the meeting adjourned at 10:19 a.m.

*Respectfully submitted by Lisa Kincaid  
Institutional Advancement  
March 18, 2019*