

Jackson State Community College Foundation

Board of Trustees

Meeting Minutes

Thursday, September 19, 2019 at 8:30 a.m. – Foundation Board Room/Student Center

The Jackson State Community College Foundation Board of Trustees met on Thursday, September 19, 2019 in the Foundation Board Room in the Student Center at Jackson State Community College.

The following were present: Mr. Jeff Lewis, Mr. Reggie Smith, Dr. Bobby Smith, Dr. Larry Bailey, Mrs. Wendie Carlson, Mr. Al DaSilva (call in), Mr. Cary Vaughn (call in), Mr. John Rountree (call in), Treasurer Tim Dellinger, Dr. Walter Nelms, Chair Thorne Barbour, Ms. Neta McKnight, Mr. Grant Edwards, Mrs. Deann Thelen, Mr. Jim Crone, Ms. Jessica Gelinis, Mr. Colin Perry, and Mrs. Candyce Sweet.

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

Those unavailable to attend: Mr. Jim Ayers, Mr. Dale Conder, Mr. Randy McKinnon, Mr. Paul Phelan, Mrs. Marcie Williams, Dr. Allana Hamilton, and Mr. Brian Gann.

CALL TO ORDER

Chairman Barbour called the meeting to order at 8:35 a.m.

WELCOME & INTRODUCTIONS

Chairman Lewis thanked the Board for the opportunity to serve as chair and turned the position over to Mr. Thorne Barbour as the new Board Chair. Chairman Barbour welcomed all in attendance.

APPROVALS

Copies of the June 13, 2019 meeting minutes were presented. With no questions, ***Dr. Walter Nelms made a motion to accept the agenda as presented; Ms. Wendie Carlson provided a second. There were no opposed; the motion passed.***

Copies of the August 20, 2019 meeting minutes were presented. With no questions, ***Ms. Neta McKnight made a motion to accept the agenda as presented; Mrs. Deann Thelan provided a second. There were no opposed; the motion passed.***

Copies of the September 19, 2019 meeting agenda. With no questions, ***Ms. Wendie Carlson made a motion to accept the agenda as presented; Mr. Grant Edwards provided a second. There were no opposed; the motion passed.***

FINANCE REPORT

Treasurer Mr. Tim Dellinger presented copies of and reviewed the Income Statement and Balance Sheet (*attachment*) as of June 2019 to the Board. With no questions, ***Mr. Jim Crone made a motion to accept the agenda as presented; Mrs. Deann Thelan provided a second. There were no opposed; the motion passed.***

INVESTMENT REPORT

Copies of the JSCC Foundation investment portfolio as of June 30, 2019 were distributed. Mr. Jay Mullins, Institutional Portfolio Manager with Regions Bank, reviewed market data and updated the board of the portfolio.

With no questions, ***Mr. Cary Vaughn made a motion to accept the agenda as presented; Mr. Al Da Silva provided a second. There were no opposed; the motion passed.***

PRESIDENT'S REPORT

Dr. Allana Hamilton was unable to attend and at the TBR meeting in Nashville. Dr. Bobby Smith announced to the Board that Dr. Hamilton, pending [TBR] Board approval, will accept the position as Vice Chancellor of Academic Affairs at TBR. Discussion was had regarding the benefit to JSCC to have Dr. Hamilton at the system level and timing of the selection of a new president.

Dr. Smith introduced the new employee council chairs to the Board.

DIRECTOR'S REPORT

Ms. Lindsey Tritt updated the status of scholarship agreement updates and donor visits.

She requested that each Board member complete a short bio form and submit a photo for use on the new design of the Foundation website. The hope is to have the website live by the December meeting.

Ms. Tritt provided updates to community partnerships with Kroger, Wal-Mart, and Redbones. The Kroger Rewards programs has been setup to contribute to the Nest (*Student Relief Fund*). It will require all rewards program members to link their Kroger Rewards card to this fund. Wal-Mart has provided a \$2500.00 grant to the Quest Program. Redbones has agree to contribute a \$1.00 of proceeds to JSCC Foundation each Monday for the months of September and October [2019] and March [2020]. Redbones estimated \$200.00-\$250.00 each month.

Ms. Tritt has partnered with Lisa Tillman at RIFA to coordinate food deliveries to the Nest twice each month. The first donation of 700 pounds of food has been delivered. RIFA has also agreed to assist students in need of clothing.

There were no questions.

VICE PRESIDENTS REPORTS:

Academic Affairs:

Dr. Larry Bailey updated the Board of enrollment and physical/visual improvements to the JSCC Paris, TN location. The location's enrollment has doubled from fall 2018 to fall 2019 to a headcount of 102. JSCC has now assumed Adult Education program offered and those adult students have been issued ID cards with the JSCC logo. The Biology Lab will soon have running water. Currently, the Paris location offers more health care related classes due to the level of interest in the area. The Henry County [school district] dual enrollment program has been one of the largest for JSCC lending to the increase in headcount. JSCC has a partnership with Murray State, who has a strong presence in that area of Tennessee. This partnership allows as smooth transfer for students who attend JSCC but plan to transfer to Murray State.

A new program soon to be approved is the [Medical] Coding and Billing program. This program was developed in cooperation with West Tennessee Healthcare and will be a short-term, one-year program. Also, a Water Quality Program is being considered in the near future.

There were no questions.

Student Services:

Mr. Brian Gann was unable to attend the meeting due to the birth of his first child.

There were no questions.

Institutional Effectiveness & Advancement

On Mr. Gann's behalf, Dr. Smith shared enrollment status. The fall 2019 headcount is up .8%; statewide community college enrollment is down .5%. Our headcount has grown a little more than 4%. Our Full Time Enrollment (FTE) for fall 2019 is up 2.8%; across the state other community colleges are down almost 1%. Over the last four years our FTE has increased by 7.3%.

There were no questions.

NEW BUSINESS:

Chairman Barbour opened the floor for nominations of the new Vice Chair. It was suggested this be conducted via email.

Chairman Barbour requested each Trustee review the Code of Ethics policy included in their packets, sign, and return.

Ms. Lindsey Tritt recommended account minimums be established; \$10,000.00 for an endowment and \$500.00 for a restricted gift fund. Discussion was had over the termination of unused funds and the different types of funds held within the Foundation. ***Dr. Walter Nelms made a motion to accept the agenda as presented; Ms. Wendie Carlson provided a second. There were no opposed; the motion passed.***

Dr. Nelms suggested that JSCC consider naming opportunity in C.D. Culver's honor. He donated over \$100,000.00 to Milan Special School District intended for JSCC scholarships. Mr. Jim Crone suggested adding this as an agenda item for the next meeting and submitted as a written proposal.

In regard to agenda items DEI Support and Review of Accounts, Dr. Smith stated he would send each topic in a separate email to the Board for review. The DEI Support would be mainly informational, however the Review of Accounts would require the formation of a committee for review.

Dr. Smith also informed the Board that an email request would be sent for a Trustee to serve on the Strategic Planning Committee. The Strategic Planning Committee is the process of developing the college's five year strategic goals. If a Trustee is interested, please contact Dr. Smith.

OLD BUSINESS:

Chairman Barbour addressed the President's Leadership Luncheon in lieu of the announcement of the departure of Dr. Hamilton and the search for a new college president. Cary Vaughn asked what the Board, we as a Board, can do to connect the dots in the community to raise dollars and broker opportunities for JSCC. Chairman Barbour and Dr. Smith related it back to the Fundraising Subcommittee and the new director.

Chairman Barbour reminded Board members of the next meeting date, December 5, 2019. With no further discussion, Dr. Nelms made the motion to adjourn; Mr. Jim Crone provided the second. The meeting adjourned at 10:09 a.m.

***Respectfully submitted by Lisa Kincaid
Institutional Advancement
September 19, 2019***