

# Jacksonville State University

## Strategic Planning Committee Minutes

Wednesday, March 20, 2013

3:00 p.m. Gold Room, Bibb Graves Hall

### **Present**

William A. Meehan, Chair  
Alicia Simmons, Chair  
Allyson Barker  
Tony Bennett  
Greg Bonds for Warren Koegel  
Louise Clark  
Donnie Ford  
Tim Garner  
Vinson Houston  
Charles Lewis  
Nancy Mellen  
Christie Shelton  
Becca Turner  
Rebecca Turner

### **Absent**

Joe Delap  
Bill Fielding  
Andy Green  
John Hammett  
Kevin Hoult  
Tim King  
Jodi Poe  
Jason Sumner  
Tommy Turner  
Earl Wade  
Lisa Williams

### **Guests:**

Janet Moore  
Shane Hudman, Grades First

### **Call To Order and Grades First Demonstration**

The meeting was called to order by Dr. Meehan, who introduced Mr. Shane Hudman from Grades First who provided a brief demonstration of Grades First, a retention and advising system focused on increasing communication and support for at risk students. Most of the committee members were familiar with Grades First since it is currently being used at JSU with athletes and in the Tutoring Services office. Faculty reported that it is easy to use. Janet Moore, Director of Tutoring Services, reported that it has increased student responsiveness to requests for academic appointments, tutoring and other activities that are associated with student support.

After the presentation, Dr. Meehan asked Dr. Turner to convene a workgroup to define the cohort and discuss issues related to expansion of Grades First on our campus.

### **Minutes of Last Meeting**

The minutes from the December 12, 2012 meeting were reviewed, with a motion to accept from Dr. Becky Turner and the motion seconded by Dr. Louise Clark.

### **CRM System**

Mr. Vinson Houston, VP of Information Technology, provided an update for the CRM system implementation. A contract with Ellucian was signed in February. Needed hardware was purchased and installed and on March 21, 2013 a kick-off meeting will be held for the project team.

### **Change Management**

Dr. Simmons reported that the LOE Index will be administered again in late April/early May. This will be the third administration of the LOE Index. Our findings will be presented at the July AASCU meeting.

### **Report from the Planning Subcommittee**

Dr. Louise Clark reported that the subcommittee had reviewed the request to add a ninth strategy: Increase research and collaborative activities. This request is associated with the increased emphasis on activities supported in the Institute for Research and Collaboration. Dr. Clark recommended that the ninth strategy be added. It was seconded by Ms. Nancy Mellen. The next step will be to take the strategy to the Academic Subcommittee of the Board of Trustees.

### **Report from the Budget Subcommittee**

Ms. Allyson Barker, Acting VP for Administrative and Business Affairs, presented the Budget Subcommittee's recommended funding priorities for 2013-14, after reviewing PRISM budget requests. They are:

- Faculty Promotions- \$75,000
- QEP- \$359,800
- Adjunct, Part-time, Overload, Summer Salaries- \$420,469
- Across the board raise @ 2.5%- \$1,437,500
- Capital Campaign- \$475,000
- Web Systems Administrator- \$74,000
- Utilities/Property Insurance- \$120,000
- Debt Service- \$9,167
- Fire Monitoring- \$36,640
- JSU Gadsden- \$40,000
- Graduate Assistants- \$235,000
- Classroom and Technology Upgrades- \$796,850
- Professional Development- \$121,000
- CRM Annual Costs not covered- \$10,000

After discussion, Dr. Becky Turner moved that the recommendations be approved and forwarded to the Expenditures Subcommittee of the University Budget Committee. The motion was seconded by Dr. Charles Lewis.

### **Next Meeting**

Mr. Kevin Hoult will provide an update for Strategy 3: Improve the Campus Environment and Ms. Becca Turner will provide an update for Strategy 5: Ensure Student Job Readiness. Mr. Tim Garner will request input for the University Communication Plan, which he distributed at the conclusion of the meeting.

The next meeting will be June 19, 2013 at 3pm in the Gold Room.

Dr. Simmons adjourned the meeting.