

**Northshore Technical Community College
College Leadership Meeting
October 13, 2023 8:30 a.m.
Minutes**

Present: Jim Carlson, Daniel Roberts, Marc Chauvin, Christi Marceaux, Amanda Jacob, Owen Smith, Natasha Foret, Amy Fleming, Christopher Blohm, Dewayne Lambert, Errick Baldwin, Christy Montgomery, Christi Brown, Christy Montgomery, Lizette Leader, Kim Finch, Danielle Keys, and Mary Slazer

Absent: Sandy Yaeger and Brianna Vinet

Guest: Lauren Donaldson, Britanie Breland, and Adronisha Frazier

I. Welcome

Jim Carlson welcomed the Committee.

II. College Update (Jim Carlson)

Jim Carlson discussed enrollment trends and provided feedback from the latest Budget Committee meeting. Carlson and Daniel Roberts shared updates with the partnership with Southeastern Louisiana University that will be called the DirectConnect to Southeastern program with a pilot starting spring 2024. Carlson shared with the Committee that the College is seeking to become the first Purple Heart Designated Community College in the state.

III. Team Updates

IV. Minutes from September 15, 2023 Meeting (Daniel Roberts)

Lizette Leader motioned to approve the September 15, 2023 Meeting Minutes. Natasha Foret seconded the motion. The motion was unanimously approved.

V. Old Business

VI. New Business

A. Educational Assistance Policy Revision (Marc Chauvin)

Marc Chauvin shared revisions to the Educational Assistance Policy with the Committee. Chauvin stated that the policy revisions would be effective for the AY 2023-2024. After Chauvin asked for questions from the Committee, Amanda Jacob motioned to approve revisions to the Educational Assistance Policy. Lizette Leader seconded the motion. The motion was unanimously approved.

VII. Discussion

A. College-wide Software Review Discussion (Amanda Jacob/Christopher Blohm)

Amanda Jacob updated the Committee about the impact of the QEP and impact on college-wide software. Jacob shared new college-wide software purchases and requested from the Committee that members review all purchases to identify college-wide software that may not be included on the current list.

Please forward all agenda items and handouts to Daniel Roberts one week prior to the meeting.

B. New Faculty Evaluation Tool (Daniel Roberts)

Daniel Roberts updated the Committee that LCTCS approved our College to launch the New Faculty Evaluation Tool for AY 2024-2025. Christi Brown provided upcoming meetings to help introduce the new tool to faculty across the College. Brown also noted that it provides faculty with more input into their evaluation each year. Natasha Foret shared feedback from faculty and reminded the Committee that Part B of the New Faculty Evaluation Tool will need to be completed for faculty to be eligible for Faculty Rank and Promotion. Foret discussed the appeal process included in the New Faculty Evaluation Tool and added that faculty are looking forward to learning and preparing for the new tool next academic year.

C. Commencement Date (Jim Carlson)

Jim Carlson discussed that Bogalusa High School has the same graduation date as the College's Commencement date for spring 2024. Daniel Roberts will work with Southeastern to consider potential replacement dates for spring 2024.

VIII. Challenges

IX. Next Meeting

Next College Leadership Committee Meeting to be on December 8 at 8:30 am located at the Lacombe Campus.

X. Adjourn

Lizette Leader motioned to adjourn the Committee meeting at approximately 10:40 am. Amy Fleming seconded the motion. The motion was unanimously approved.