

**Leadership Council
Jackson College
Collaboratorium
January 2, 2019**

The Leadership Council of Jackson College was held on January 2, 2019 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

Leadership Members Present: Dr. Daniel Phelan, Jason Valente, Jeremy Frew, Lee Hampton, Cindy Allen, Sara Perkin, Jim Jones, Dr. Kate Thirolf and Darrell Norris.

Meeting start time: 9:00 AM Operational Meeting end time: 11:00 AM
Talent Review: Start time: 1:15PM End Time 3:30 PM

FIRST TEAM NORMS

The team reviewed the first team norms.

MONTHLY BELIEF/GOOD NEWS

Celebration of the monthly belief and good news stories were shared.

MINUTES

The minutes were advanced with no changes.

TALENT REVIEW

Interviews were held for the positions of Learning Facilitator for Geology/Geography and Assistant Men's Basketball Coach.

POLICY REVIEW

The following policies were approved: 2818 Academic Program Minimum Standards, 2901 Opt out FA for Books and 1104 Assessment of Student Learning

The following policies were held for additional review and corrections: 2819 Transfer Credit Evaluation, 2902 Tuition Waiver and Scholarships, 1027 Mandatory Assessment and Placement and 2903 Satisfactory Academic Progress.

INFORMATION/DISCUSSION

Dr. Kate Thirolf provided a draft of the Student Learning Monitoring Report and shared highlights.

ROUND TABLE

Jason Valente provided an update on providing a proposal for moving CCE Offices to the Maher Campus. No decision has been made. Cindy Allen shared that the Leadership Academy is getting ready to be launched. Darrell Norris shared that the new budgeting software will be launched for use this budget year and that the office is working on year end documents including W-2 forms. Jim Jones shared that there are some Internet connectivity issues that are being worked on. Kate shared that she is ready to share FAQ's on 7 week terms. She is going to draft

something for President Phelan to share. She also commented that she feels we should hold on investing in a new learning management system at this time.

PLUS/DELTA

Jeremy commented that he appreciates holding interviews in the afternoon separate from the operational aspect of the meeting. Jeremy shared that he would appreciate that if decisions change after an LC meeting that we are notified of these changes.