

**Leadership Council  
Jackson College  
Collaboratorium  
October 10, 2018**

The Leadership Council of Jackson College was held on September 26, 2018 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Absent: Dr. Daniel Phelan

Meeting start time: 9:00 AM Meeting end time: 11:45am

**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 minor changes.

**FIRST READING**

Jeremy Frew shared a proposal to begin providing students the option to borrow using alternative loans. This proposal will be brought back for a second reading next week.

**POLICY REVIEW**

The following policies were tabled for edits: 1709 Background Checks for Employees, 1715 Tobacco Free Policy, 1719 Nepotism, 1723 Conflict of Interest and 1728 Relationships with Students.

The following policies were approved as presented: 1739 Administrator Tuition Grant, 1708 Oral Employment Contracts, 2101 Media Relations and 2601 Campus Closing.

**INFORMATION/DISCUSSION**

Discussion was had around 7 week semesters. For the spring/summer 2019 (May – August), the team recommended to offer 12 week classes as usually and one 7 week term in the middle of the term to meet the needs of dual enrolled students in 9, 10 and 11<sup>th</sup> grade. Data will also be reviewed of piloted 7 week classes as well. The team agreed that a successful roll out is vital.

Brief discussion on the team taught math classes was had and Darrell suggested looking at the data and that we are aware of the ROI.

Sara Perkin, Chief of Staff shared that the Accreditation Committee kicked off yesterday and will begin working on gathering evidence to begin writing the narrative for the Assurance Review in 2021.

Jim Jones shared that on October 21<sup>st</sup> at 10:00pm email will be down about 15-30 minutes. A communication plan will go out to all employees and students. Also a planned outage on November 23 will occur to complete the phase loss protection system. Times still to be determined. Jim shared that negotiations with Ellucian will also be occurring in the near future. Darrell shared that a temporary employee is covering the mailroom. Cindy shared that agreed upon positions from prior conversations should all be posted and asked that the group review to ensure no one was missed.