

Leadership Council October 27, 2021

The Leadership Council of Jackson College was held on October 27, 2021.

Leadership Members Present: President Phelan, Cindy Allen, Jeremy Frew, Jason Valente, Darrell Norris, and Dr. Wayne Rose

Approved Absences: None.

Meeting start time: 8:00AM Meeting end time: 10:45am

FIRST TEAM NORMS

President Phelan reviewed.

MONTHLY BELIEF/GOOD NEWS

- Provost Frew acknowledged that fences are up on the athletic fields.
- VP Valente reported positively on the 10/26 Foundation Board of Directors meeting.
- SVP/COO Allen reported that Biblio is now at 90%.
- VP Valente reported that Ms. Julie Hand is hitting the ground running.
- President Phelan reported that he will leave the LC meeting early to visit with Representative Fink in hopes of discussing JC's Bachelor program.

MINUTES

October 20th and 27th Minutes to be reviewed at the November 3rd LC meeting.

ACTION ITEMS

1. Dr. Wayne Rose reported:
 - The IT assessment was sent out.
 - Campus security and students will be made aware of the phone lines potentially affected by the new phone roll out.
 - LMS is being addressed by Provost Frew and Dr. Rose.
 - The project manager was moved to January.
 - Security insurance discussions are under way between Dr. Rose and Mr. Norris.
 - IT strategic planning is underway with Dr. Rose's team. Dr. Rose will provide minor suggestions regarding tiny homes.
2. Board of Trustee Fall Planning Session
 - SVP/COO Allen noted that in-person meetings appear to be the preference of the Board.
 - President Phelan described how education for staff and the Board on Policy Governance will continue. The Ends policy will be a discussion item at the November 1st / 2nd LC Retreat. The Board's 2022 Spring Planning Session will have some focus on generative thinking and long-range planning.

3. Jet Protocol – JC CEP Protocol
 - Members approved the CEP Navigator Replacement Position needed.
4. Review of the following policies will be conducted at the November 3rd LC meeting:
 - 2703 Involuntary Withdrawal
 - 2808 Pre-requisite Policy 100521
 - 2818 Academic Program Minimum Standards Update 100521
 - 3001 Student Educational Plan (SEP) and Program of Study (POS)
 - 3006 Ethical Standards in College Recruitment

INFORMATION ITEMS

Scorecard Review

- VP Norris led discussion of enrollment, BCH, COH, and laptop initiative utilization. He reported that the laptop program has gone up to 2-3 students a week. Admissions data still has Fall information and will be updated.
- The President's scorecard is in the works for the LC Retreat.

HEERF Funding Update

- No new updates since the Board Fall Planning Session.

Reintegration Task Force Update

- Members agreed upon the continuation of every other week meetings.
- Discussion ensued about the vaccine booster and what will be required of employees. Rite Aid and CVS are providing boosters to the broader booster allowance.
- It was reiterated that any symptoms of illness are a reason to stay home.
- The definition of fully vaccinated may be changing considering the booster.
- Discussion ensued on protocol consistency for events at the college. Gathering recommendations will all continue to go through the RTF. They may also go on to the LC on a case-by-case basis.

Residence Life Update

- VP Norris reported on the cost and affordability focus group results.
- Student awareness of the Oasis group was discussed.
- President Phelan asked for information going forward on why the focus group participants did or did not participate.
- Regarding the focus group feedback on student stress, President Phelan suggested that flyers for the Oasis Center be placed under the doors of residents. Remote students should also somehow be reminded of the Oasis.
- VP Norris reported that Resident Mentors have more interaction with residents than ever before.
- It was discussed that Student Life events may want to include some of the focus group topics.

- Discussion ensued about childcare and creating a subcommittee to focus on the topic.

HR/Talent

- SVP/COO Allen reminded the group that open enrollment starts in November. Rate increases were discussed. Faculty contracts will be discussed in the new year.
- A discussion of teaching models ensued.

Potter Center Fire Update

- VP Norris reported that Hadaway did fogging last night for deodorization. President Phelan suggested adding an aroma neutralizing agent to the ventilation system of the Potter Center. VP Norris will address this with Hadaway. VP Valente also asked that the donor sign be cleaned as well.
- The electrical equipment is scheduled to ship November 23rd.
- 3 electrical contractors will be solicited for new transformers to be installed over the Holiday break.
- Receiving theatre lighting proposals from the provider by the installer is going slowly.
- Value of seat upholstery and carpet are being determined.
- New notifications for power shutoffs will be at 5:00pm instead of 4:45pm going forward.

JPEC Updates

- Charter Liaison, leader of JPEC, search process was discussed. The position posting will open December 10th.
- Recommendations will be solicited for 3-year term Board members of the Charter. These LC recommendations will be discussed at the next LC meeting.

LC Retreat Follow Up

- Agenda was discussed. Ordering of the agenda may be amended.

Jets Store

- Jim Jones and VP Norris will meet regarding renovations prior to grand opening.
- Clerk position is closed with interviews happening next week.

LC INTERVIEWS

- Admin 1 Year Follow-up for Greg Klaus was conducted.
- Interview for the Physical Plant Maintenance was postponed to November 3rd

MEETING END