

**Leadership Council
Jackson College
Collaboratorium
November 28, 2018**

The Leadership Council of Jackson College was held on November 28, 2018 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

Leadership Members Present: Jeremy Frew, Lee Hampton (departed 2:30pm), Cindy Allen, Sara Perkin, Jim Jones, Dr. Kate Thirolf, Darrell Norris and Jason Valente.

Absent: Dr. Daniel Phelan

Meeting start time: 9:00 AM Meeting end time: 4:00 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.

ACTION ITEMS

SSS Positions

Jeremy presented a proposal to fill the current vacant Student Services Specialist position as well as looking at a current position to adjust to fit needs of the organization. The team approved posting to fill the vacant position as well as to review the current First Liaison Position.

SmartThinking

Jeremy Frew brought back a proposal on SmartThinking. Following discussion, it was agreed upon that Jason will check with the Foundation to determine if innovation funds can be used to pilot this initiative for fall.

Policy Review

Policies 1504 Harriet Meyer and 1505 Fundraising were both approved.

INFORMATION/DISCUSSION

Kate Thirolf shared a certificate of customer service that the library staff put together a certificate to display their commitment to customer service.

Darrell provided an overview of the presentation he will be giving at Administrative Council today. The team also thought that it may be worth sharing the slides related to the new TCS2 report and Strategic Agenda.

ROUND TABLE

Lee Hampton provided an update on the faculty diversification committee and the financial literacy event held last night. Kate shared a draft of the Program Assessment Process. Jim Jones shared that a feasibility study for tiny houses is going to occur soon. Darrell commented that Jim is doing research on deferred maintenance. Jim shared an update on the Dahlem Center including recommendations to improve air quality. Cindy shared updates on staff issues and Jason provided a brief update on fundraising.