

**Leadership Council
Jackson College
Collaboratorium
February 12, 2020**

The Leadership Council of Jackson College was held on February 12, 2020 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Meeting start time: 9:00AM Meeting end time: 11:40 AM
Interviews held 1:30 PM – 4:15 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 for February 5, 2020 were approved.

INTERVIEWS

Interviews were held for a part time Cleaning Team Member and the Assistant Dean of Health Sciences.

ACTION

Darrell provided an overview of proposed changes to the housing reporting structure and shared a revised Director of Student Life job description. Darrell requested that the Assistant Director of Housing position be posted and the team agreed.

POLICY REVIEW

The following policies were presented and approved: 1027 Mandatory Assessment and Placement Testing, Registration Restrictions and 1014 Reporting Grades.

Discussion was had regarding the requirement of faculty to take attendance. The faculty contract will be reviewed and a clear process will be developed to ensure this is being enforced.

INFORMATION

Discussion was had surrounding millage. Discussion will be had at the March board meeting.

Cindy shared feedback from the convocation sessions. Additional conversation will be had to gain insight on how future state of the college addresses can be improved.

Kate provided a breakdown of library expenses. President Phelan asked about the plan to free up the space on the 2nd floor. Kate will connect with Jennifer Adams and Jim Jones to discuss a plan. Kate provided an overview on a meeting regarding the MiRIS consortium. Criteria will be prepared to determine when it would be appropriate for a program to be considered for the consortium.

ROUND TABLE

Jason provided a brief update on restructuring. Lee provided an update on Ready Set Jet and reminded the team of the Black History Luncheon tomorrow. Kate shared that the Foundation is supporting the students who have been invited to speak at the NCUR conference. Future conversations will be had on how to best fund these provided opportunities. Jim shared that he will be bringing forward some protocols to bring some balance to the facilities team. Jason shared an update on the Sportsmans Banquet.

Darrell shared that he and Justin met to review the response to the College Affordability and Transparency Explanation form. He also provided an update on the budget process.