

Leadership Council
Jackson College
Zoom
February 25, 2021
Retreat

The Leadership Council Retreat of Jackson College was held on February 25, 2021.

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

Meeting start time: 9:00AM Meeting end time: 2:55PM

MONTHLY BELIEF/GOOD NEWS

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

BUSINESS ITEMS

Internal Communication Interview

President Phelan shared a proposal to have our internal communications plan reviewed. Names will be sent to Sara and she will share back.

Housing Policy

Darrell requested that the priority listing for housing be reviewed to ensure the team is on the same page. The team still agreed on the current priority list. It was decided that there will be a waitlist made of 10% of authorized capacity. Darrell will add to the policy and bring back forward.

Jim asked for clarification on the difference between commuter and resident students. President Phelan said that everyone coming onto campus is getting their temp taken and visual verification. If anyone has a temperature of 100 degree or higher they will not be allowed on campus. For housing students, they will be tested weekly. Athletes will be tested three times per week when in contest for contact sports. There will be zero tolerance for violations. Housing students can come and go as long as they follow the guidelines.

All violations made by employees and students should be reported to security using the 411 system. It will be everyone's responsibility to uphold the protocols. There should be some sort of visual designation for those who are exempt from wearing a mask.

Classroom Planning

Jim reviewed classroom de-densification plans for JW and JM. President Phelan has approved the opening of Whiting and McDevitt for summer, fall and winter courses. Construction will be done before May to allow for RSJ and ground based courses.

President Phelan shared an update on his plan to pursue a new checkpoint facility. Jim will be developing a comprehensive circulation plan for central campus. Changes should be made in the next 60 – 90 days. These changes will include a dual lane system.

Reintegration

President Phelan shared a timeline for reintegration. All dates should be incorporated into this timeline. This document will be stored in Teams.

Tiny Homes

Discussion was had around when residents should move in based on services offered.

Services on Campus

Discussion was had around what services to have on campus. Jeremy suggested presence of Financial Aid, Navigators, Testing. President Phelan green-lighted preparations to begin work in Potter where the liaisons will be and also the area in McDevitt where Wayne State is located. Jeremy will review the spaces and make recommendations. Federer A may need to be used for overflow for food service. Cindy will talk to Greg to see what he needs for Federer Room A as alternative dining and staggering times for people eating if needed.

Computers

President Phelan determined that the college will purchase 200 computers to be used for the RSJ cohort. For those who successfully complete an associate degree, they will be permitted to retain the device. This is a prototype initiative.

Budget

Darrell provided an overview of budget assumptions discussed with President Phelan and provided a draft budget based on these.

It was decided that we will plan on full capacity in housing for fall.

Regarding the online fee, it was decided that this will be cut in half and the remaining half will receive a scholarship for the other half. Students will not be charged any online fees. No fees will be charged in FY 23 (recovered or not).

A review of open positions was held to determine what positions to fill at this time.