

**Leadership Council
Jackson College
Collaboratorium
March 4, 2020**

The Leadership Council of Jackson College was held on March 4, 2020 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Absent: Dr. Daniel Phelan and Jason Valente

Meeting start time: 9:00AM Meeting end time: 11:50 AM

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 March 4, 2020 were approved.

CORONAVIRUS

An update on the pandemic plan was held.

ACTION ITEM

Kate Thirolf provided a Jets Protocol to move the part time nursing coordinator to full time. The team supports posting for part time only.

Sara asked for confirmation from the group if they want to recognize the innovation fund recipient discussed at last weeks meeting. The team agreed the individual should be recognized. Sara will work with Jason to get a check.

Jim jones provided a protocol for an Operations and Customer Relations Director. It was decided that a technical position is more needed. Jim will work on a job description with Cindy that makes sense and will post.

INFORMATION

Kate provided an update on the CBE work being done by the CBE Operations Committee. CBE will be an ongoing agenda item for Kate to provide regular updates. These updates will include online course updates.

Sara shared an email from MCCA, seeking out nominations for outstanding alumnus and faculty. Kate suggested that a nomination be submitted for the recipient of the JC outstanding faculty award.

Kate provided an overview of proposed changes to the org structure for the academic deans.

ROUND TABLE