

**Leadership Council
Jackson College
Collaboratorium
March 7, 2018**

The Leadership Council of Jackson College was held on March 7, 2018 in the Collaboratorium in William Atkinson Hall, on the College's Central Campus in Jackson, Michigan.

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

Meeting start time: 9:00AM End time: 5:00PM

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 February 28, 2018 minutes were advanced with a small change.

TALENT REVIEW

6 month interviews were held with Becky Fritz, Leana Rogers and Gabe Gallias. President Phelan requested more in depth evaluations to provide more feedback to employees and provide more insight to Leadership during the 6 month interviews. ACTION Cindy Allen will provide revamped probation forms.

President Phelan remind the team to tie student success to the work that employees complete.

BUDGET/POSITIONS

A review of vacant positions was held. Regarding Dental Hygiene, Kate will research what is needed to meet accreditation requirements to meet administrative and faculty needs.

Jeremy shared that the current navigator to student ratio is 1:275. Do not exceed number is 250. Discussion was had on potentially building a spot into the budget.

INFORMATION DISCUSSION

TCS2 Report

A review was held of the proposed data points to be built into the TSC2 report. The team was asked to review the suggestions for the report and they will revisit at the next meeting.

Student Interviews

A debrief of the upcoming student interviews was held.

Coffee and Conversation Topics

The group briefly talked about the upcoming coffee and conversation sessions being held this week.

JCEC

President Phelan reminded the group that the kickoff event for Jackson County Early College is being held tomorrow evening.

Rio Salado and Distance Learning

Benchmarking on Rio Salado was discussed.

Dropbox

President Phelan used the dropbox method of referral to discuss a potential referral program for students and families. Discussion on a potential family and friend referral program was brainstormed. Jim Jones will gather a group and complete an assessment of the capabilities of our software.

Innovation of the Year Awards

President Phelan shared this with the group to determine if there were any ideas for submission.

MCCALA Nominations

The group discussed potential nominees for the next MCCA Leadership Academy Cohort.

High School Graduation Data

A review of Jackson County high school graduates was held.

BPA Regional Competition

The potential to hold the BPA Regional Competition was held.

American Honors Pricing

Darrell Norris presented a possible pricing model for American Honors. This will be put on hold while Kate researches what the guaranteed transfer options look like for these students.

Library Hours

A review of library hours was held. The team APPROVED adjusting library hours on Sundays to open at 1:00pm and close at 8:00pm on Sundays.

How to Approach Student Walkouts

Cindy Allen provided an update on preparation for student walkouts. This topic will be shared at the next convocation.

Innovation Fund Submission

Sara Perkin will gather and bring forward proposed process for innovation fund submission. Proposals will be reviewed by the Leadership Council and funding for the winners will be provided by the Foundation.

MLK Resolution from SGA

Sara Perkin shared Jeremy and Sara will meet with SGA to review.

Automotive Program

Discussion was had on the automotive program including enrollment trends.

ESPORTS PRESENTATION

Heather Bateman, Zak McNitt, Toby Montgomery and Randy Bentley presented an overview of research they completed on Esports.

ROUND TABLE

Jim Jones provided an update on space for JPEC.

Blue Button tutoring is in process of being created.