

**Leadership Council  
Jackson College  
Zoom  
April 22, 2020 & April 23, 2020**

The Leadership Council of Jackson College was held on April 22, 2020 via Zoom.

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

April 22: Meeting start time: 9:00AM Meeting end time: 10:35AM

**FIRST TEAM NORMS**

President Phelan shared the Leadership Council COVID-19 Commitments.

**MONTHLY BELIEF/GOOD NEWS**

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

**MINUTES**

The minutes for April 15, 2020 were approved.

**ACTION ITEMS**

*Policy Review*

The following policies were approved: Policy 3104 Lobbying Prohibition, 3109 Council, Committee and Student Organization, 3110 Contract Authority and Pandemic Recovery.

**INFORMATION**

*FAQ's for Emergency Funding*

President Phelan reviewed information from a call he had with the Department of Education related to the emergency funds and distribution.

*Reintegration Planning*

Discussion was had around reintegration planning.

**MEETING ADJOURNED FOR DAY**

April 23: Meeting start time: 2:00PM Meeting end time: 5:00PM

Darrell shared an update related to students who are currently in housing.

Dan asked for Cindy to have marketing focus on the message, 'online learning - study from the safety of your home.' Cindy provided an overview of the work marketing is doing. Billboards, high school senior postcard, online ads through Lansing State Journal, Tri County mailing, Social Media and a new TV spot.

*Reintegration Planning*

President Phelan asked what questions folks have. Jason asked for confirmation on avoidance of events being held at Maher.

President Phelan shared that he will be allowing employees back onto campus if they have items they need. This will be scheduled with security.

#### *Sim Beta Test*

Kate provided an overview of a proposed plan that would provide nursing students on target for graduation the opportunity to complete a simulation lab. Although not fully approved, President Phelan said to tentatively plan on a week from Monday for the Beta testing to begin (students would come to campus). Staff would be allowed to come to campus on that Friday for prep.

President Phelan asked Kate if she had a sense of what skilled trades programs we should consider next. She said we would want to consider number of students in the program. ELT may be one of the first.

Lee will work on putting together a proposal for the Ready Set Jets Summer program. Reintegration topic and Ready Set Jet/Housing will be carried over.

#### *Board Planning Session*

President Phelan provided a brief overview of the Board Planning Session coming up.

#### *League for Innovation*

President Phelan shared that the League is accepting submissions for the League's Innovation of the Year Award. Anyone with recommendations should send to Sara.

#### *Convocation*

Discussion was had around the schedule for convocation. Zoom will be used. President Phelan will provide the updates and answer questions using a PowerPoint.

#### *PathwayU*

Kate provided an overview of PathwayU and shared they are offering the tool at a decreased cost.

#### *Course Fee Analysis*

Kate shared a spreadsheet that provides an overview of course fees. This was a follow up to an action item from the last leadership council meeting.

#### *Round Table*

Jim shared he and Randy will be having a conversation with the ISD about potential partnership. Jeremy shared that the fall schedule will begin being built. Sara shared that admin council will be held virtually next week and each leadership council member will make brief comments and then open it up for comments and questions. Darrell shared Cindy is assisting with language on the housing contract to reflect the current COVID situation. Kate shared that the student excellence awards nominations are being shared.