

**Leadership Council  
Jackson College  
BW 209 and Collaboratorium  
April 24, 2019**

The Leadership Council of Jackson College was held on April 24, 2019 in BW 209 and the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Meeting start time: 9:00 AM Meeting end time: 12:00 PM  
Interview start time: 1:15pm Interview end time: 3:15pm

**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 were advanced.

**ASR PRESENTATION**

ASR Analytics was on hand to present a draft of their recommendations report following their on site assessment visit in February.

**TALENT REVIEW**

Interviews were held for a Financial Aid Specialist and Center for Student Success Specialist.

**ACTION ITEMS**

*Distance Learning Director*

Dr. Thirolf shared a proposal to hire a Director of Distance Learning and CBE. This item was tabled for time to gather additional information.

*CCE*

Dr. Thirolf requested a partial restructure to corporate and continuing education. The team agreed to restructure the Work Based Learning and Career Services Coordinator position, but did not approve the change to the current part time position.