

**Leadership Council  
Jackson College  
Collaboratorium  
May 22, 2019**

The Leadership Council of Jackson College was held on May 22, 2019 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Absent: Dr. Daniel Phelan

Meeting start time: 9:00 AM Meeting end time: 11:30 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 both May 8 and May 17 were advanced with minor edits.

**TALENT REVIEW**

6 month interviews were held with Nadia Monat and Annette Henry.

Nadia brought forward a recommendation to ensure that curriculum related changes be updated online quickly to ensure accurate information is available to both students and employees.

Annette suggested having cleaning supplies available for students who may not have the means to purchase supplies.

**ACTION ITEMS**

Jeremy Frew shared the job description for an esports head coach position. The academic focus will be on Sports Management with some specific esports courses potentially being developed. There is currently a club in place, with the goal being fall 2019.

Jim Jones shared a proposal to add a security measure that will lock office computers after 15 minutes of inactivity. This was one of the recommendations by Auditor Rehman to enhance security practices. The group approved this request.

**INFORMATION ITEMS**

An article regarding online learning was shared with the team. Dr. Thirolf provided brief comments on the article.

Sara Perkin shared two recent innovation fund submissions and asked for feedback on the process. The team agreed to make changes to the current process. These changes will be added to the website and a change log will be noted.

Sara Perkin provided information regarding intern possibilities from the University of Michigan. Cindy Allen reminded the team that the internship must be tied to their academic program and be a requirement for graduation. It was also agreed upon that we should seek out our current students as interns on campus first.

*Round Table*

Jason shared that an update on a grant recently received.

Jim provided an update on construction projects.

Darrell shared he has received some questions following the recent email sent out regarding budget.

Cindy shared that performance recognition will be coming up.