



REGULAR MEETING OF THE LEADERSHIP COUNCIL

Jackson College
Central Campus, Health Laboratory Center, Room 200
05.04.22

The Regular Meeting of the Leadership Council of Jackson College was held on Wednesday, May 4, 2022, 8:00am, at the Central Campus of Jackson College, Health Laboratory Center, Room 200.

Leadership Council Members Present:

- Daniel Phelan, President & CEO
- Cindy Allen, Chief Legal, Talent, Equity & Administrative Officer
- Darrell Norris, Chief Financial & Auxiliary Enterprise Officer
- Jeremy Frew, Chief Academic & Student Services Officer
- Kelly Crum, Chief Diversity Officer / Director, Diversity, Equity, and Belonging
- Dr. Todd Butler, Dean of Humanities and the Sciences (via Teams)
- Dr. E. Wayne Rose, Chief Information Officer
- Jason Valente, Chief Campus Operations Officer

Council Member Excused Absence:

- Julie Hand, Chief Advancement Officer

Others Present:

- Keith Book, Executive Assistant to the President & CEO

President Phelan called the meeting to order at 8:00am.

FIRST TEAM NORMS

The LC reviewed First Team Norms focusing on Statement of Beliefs.

PRIOR MEETING REVIEW

The Prior Meeting Review for the Regular LC Mtg. 4/27/22 was reviewed by the LC and moved into the record.

GOOD NEWS STORIES

All celebrated the success of Commencement, giving thanks for the tremendous efforts put forth campus-wide.

Dr. Butler reported a wealth of exciting candidates being considered for many of the current open positions.

Dr. Phelan and Jeremy Frew celebrated the Innovation of the Year Award received by Jackson College from the League for Innovation in the Community College for the Jackson College and Jackson County Early College Partnership: A Pathway to Student Success and Opportunity. Jeremy reported that the enrollment numbers for Fall are going to be through the roof, moving the needle on the goal to have 100% of the students in the County area attending Jackson College at some point.

Cindy Allen described how waitlisting a student can lose the student.

Jason Valente shared that Jackson College Administrators could easily be presenting more at the AACC Conference. Dr. Phelan requested that as many of the Leadership Council as possible attend the conference next year and encouraged them to present.

Dr. Phelan shared that he enjoyed hearing from the speakers at the AACC Conference. He noted that Michigan was well represented via Teacher of the Year from Mott Community College and the CEO of the Year from Wayne Community College.

Dr. Phelan also described a strong new Trustee orientation conducted with Undersheriff Simpson. This is a robust orientation consisting of 4 initial hours, followed by 2 hours a month for the first year of the Trustee's term. It was noted that students loved Undersheriff Simpson's Commencement speech.

Though it was a bit cooler than would have been ideal, Jeremy shared that his team much prefers Commencement being held outside. Dr. Phelan described how the food, tent arrangements, and grounds looked great. Jason noted that more chairs may be needed for next year.

THE QUESTION

Dr. Phelan posed the following question to the LC members:

What does a classroom look like at Jackson College in 10 years?

- Dr. Butler: Comparable to a senior symposium, high flex, without in person lectures. Lectures would be on-line. The in-person will be answering questions and motivating.
- Jeremy Frew – Virtual reality will be prevalent. Brick and mortar as it is will not be as needed. It will be a test on real patience.
- Dr. Rose - Hybrid augmented classes with holograms.
- Kelly Crum – Definitely hybrid. Programs will be 7 weeks, not so much the 15 weeks. More students.
- Darrell Norris – We'll be teaching to majors, not classes. Flexible, high-technology environment. Open entry, open exit.
- Jason Valente – More pandemics, more packaging, less in-person action.
- Cindy Allen– We have to stay a high touch institution in regard to mental health. In-person is still going to be an important part of who we are.

- Dr. Phelan – One room schoolhouse style considering the potential for not enough faculty to do the work, like a ninth grader helping a third grader. More collaborative work, without testing. Idea of a semester will be gone completely with self-paced learning. We would accommodate students with highly customized curriculum – highly student driven and collaborative.
- Jeremy Frew – Department of Ed will have a lot of work to do considering financial aid structure.
- Dr. Phelan noted great value in exposing students to thinking more openly and in an exploratory fashion.
- Jason – This will force employers to change as well.
- Jeremy – Is there talk about AI being used for employees in the same way they have been using it for students?
- Dr. Butler – Desegregating the faculty role is imperative as I go through the interviews.
- Dr. Phelan – If you want to experiment with prototypes, I encourage it.
- Dr. Phelan – Very few are opening up a college campus on a high school campus like we are. He described that traditional high school enrollments may begin falling. We will see enrollment for JPEC increase by 100/year. The traditional lines are being questioned. JPEC – the vision is to have that at 800 students.
- Darrell – A marketing plan is being worked on to expand the attendance by 100 (from 300 now). Darrell will get information on JPEC’s Superintendent’s goals, how he will get to 800 students. Darrell will set up monthly meetings with himself, Dr. Phelan, and JPEC’s Superintendent.
- Kelly Crum – We want to grab the parents to take classes, as well as the students.

STANDING REPORTING: PROGRESS ON STRATEGIC AGENDA

Dr. Rose went through strategic information technology priorities. Next week he will provide the scope for the summer.

STANDING REPORTING: MONITORING REPORTING

Policy Governance Orientation for all LC members has been arranged for Wednesday, May 25th, 8:30-11:30am.

ACTION ITEMS

REMOTE WORK SURVEY RESULTS DISCUSSION

The majority of this meeting was spent in deep discussion of the remote work pilot and next steps for that pilot, with the hope of communicating those next steps to employees at the May 11th Monthly JC Employee Townhall.

Some questions and comments from the LC included:

- While we have been doing remote work, do we see less use of PTO and sick days?
- Diverse faculty may be easier to hire remotely.
- Are employee’s home environments conducive for hybrid work?
- What are the positive and negative impacts of hybrid work on mental health?

- Darrell and Justin Gaeta will gather data for the impact of the hybrid work pilot on students.

NEW ADMINISTRATOR ACADEMY

Jennifer Dobbs presented on value added from the New Administrator Academy and outlined how the presented PMI initiatives could move forward. The Leadership Council approved this direction and ample messaging to campus.

POLICY REVIEW

Darrell Norris and Dr. Rose proposed a strategic continuity action plan template.

Dr. Phelan would like to see the template plan tailored more to JC. Dr. Phelan suggested using the skunks works approach, with broad, cross-functional input. Darrell will canvas the LC to find a group to focus on this.

CONSENT AGENDA ITEMS

Prior to this LC meeting, members of the LC reviewed the JC Weekly CampusWorks Report, LC and President scorecards, and 15 things Community Colleges are talking about this month of Community Colleges.

DISCUSSION OF THE LEADERSHIP COUNCIL

Kelly Crum shared information about the upcoming Tree Planting Ceremony on May 10th, 12pm during Asian American/Pacific Islander Heritage Month.

Dr. Rose shared that 55 old laptops are needing relocation. A couple dozen will be kept for students who might need them. This summer there will be another IT audit along with summer priorities that he will discuss further next week.

Regarding Potter Center, Jason Valente is awaiting outcomes from meetings with the insurance company held last week. The Potter Center will be having important areas of brick and window replacement work done. STEAM Factory building samples are being reviewed. Location of the telescope is being discussed for South of EIC. Also the last of the brick work on the softball fields is nearing completion.

New faculty candidates will need to be brought to LC. Keith will send Dr. Butler a list of the LC meeting dates that have a later starting time.

ACTION, MEETING AND COMMUNICATION REVIEW

1. Darrell will get information on JPEC's Superintendent's goals, how he will get to 800 students. Darrell will set up monthly meetings with himself, Dr. Phelan, and JPEC's Superintendent.
2. Dr. Rose will provide the scope of IT summer priorities at the next LC meeting.
3. Darrell and Justin Gaeta will gather data for the impact of the hybrid work pilot on students.
4. Darrell will canvas the LC to find a group to focus on the strategic continuity action plan.

5. Keith will send Dr. Butler a list of the LC meeting dates that have a later starting time.
6. 4/20/22 Kelly Crum to investigate what other schools are doing in the way of expanding ceremonies like the Kente Ceremony to other affinity groups.
7. 4/6/22 Cindy Allen and Darrell Norris will discuss the use of the work product roster going forward with Dr. Phelan.
8. 4/6/22: Dr. Butler will reach out to some programs regarding the participation of graduate students in JC Residence Life.
9. 3/30/22: President Phelan will be adding goals to the strategic agendas for the new members to discuss.
10. 3/30/22: Jeremy Frew will check with his team to determine who might be best to champion the Lumen Christi Internship Program.
11. 3/30/22: Darrell Norris will assign a budget to the Lumen Christi Internship Program.
12. 3/30/22: Jason Valente will notify Lumen Christi of JC's intent to participate.
13. 3/30/22: Julie Hand will pen a grant application decision criteria / process for consideration.
14. 3/16/22 - Cindy to cultivate an in-housing interest page on the website.

Meeting adjourned at 11:45pm.