

**Leadership Council
Jackson College
Zoom
June 23, 2021**

The Leadership Council of Jackson College was held on June 23, 2021.

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

Meeting start time: 8:00AM Meeting end time: 9:52PM

FIRST TEAM NORMS

MONTHLY BELIEF/GOOD NEWS

Jeremy is happy to see people back on campus.

President Phelan is thankful that the budget was approved by the Board of Trustees.

MINUTES

The minutes for June 16, 2021 will be reviewed once President Phelan completes them.

ACTION ITEMS

Review Task List Items:

Social Media Specialist: Cindy is looking to post the position and find a replacement. President Phelan will advance the position to be posted.

Head of Library Student Engagement: This is updated to make the position full time. Library is down employees and needs this position filled. Job description will be written to fit the job responsibilities, and this will be a staff position. Position will be posted to follow protocol. President Phelan will advance the position to be posted.

Director of Development: Jason is looking to fill this position; it is an important job and needs to be filled soon. He is recommending modifying the title to make it match the job duties. Preferably the candidate will reside within the community and have community involvement. President Phelan will advance the position to be posted.

INFORMATION ITEMS

Scorecard Review: Darrell discussed the cash value and our current burn rate. He also presented BCH and enrollment information.

Student Computing: Cindy indicated that there are staff that are working at tracking the students to decide which students are available for the laptop promotion. Jim has a meeting in early July to put a plan in place for distribution of the laptops to the students. He is also looking at what resources will be allowed for the students to download on their machines. Jeremy suggested

using the solution center to provide onboarding the laptops for the students to be sure that they are comfortable and get their computers set up correctly.

Budget Planning/Modification: Darrell discussed the budget.

Reintegration Task Force Update: Per Cindy, new employee IDs are now available with the vaccinated designation on them and will be distributed at the checkpoint. Discussion was proposed about masks. Room capacity was a topic of discussion as well. Per President Phelan, he indicated that we would stay the course and take a fresh look by the middle of August. He does not foresee, at this time, a future without the protective measures that we are currently following to keep all students, faculty and staff safe.

Construction, Facilities and Grounds Updates: Per Jim, the numbers should be available to today for the new entrance. There will be more information on the playground. The Affinity Group space is still a work in progress. Beltline signs are in the works. Check point electrical work should be done this week and then trailers will be moved in to provide full operation next week. JPEC will be staffing their own check point lane to help with the progression of getting everyone through the check point more effectively.

Ready Set Jet Status Report: Lee announced that the final number was 19. Per Darrell, out of the 19, only 5 students have been vaccinated. The revised deadline was 6.22.21, still need to have all students in compliance in order to be included in the program. Darrell talked briefly about a conditional acceptance. President Phelan inquired about the probability of having the remaining students in compliance. Lee's recommendation would be to suspend Summer RSJ and bring them in for the program in the Fall. President Phelan's recommendation is to cancel Summer RSJ, the students who are in compliance will be offered a conditional acceptance and wrap around services will be offered to them. He is also recommending that someone reach out to the students that are in the pipeline and inform them of the change. Jeremy will reach out to the faculty. Lee will prepare a formal letter that will go out on behalf of RSJ with this information. Darrell will have a report created to get long term data to present to LC in a meeting in the near future.

Housing Update: Darrell talked about the number of students in campus housing. Furniture is being refurbished in some buildings and some new furniture is also being added. Family housing resident is still being asked to be vaccinated to adhere to the housing policy. There are some potential candidates that are possibly interested in living in the family housing.

RISC Tool: President Phelan discussed a new way of design thinking that he finds interesting and reading materials were provided.

Community College Grants for Futures for Frontliners & Michigan Reconnect: Per President Phelan the Governor is looking at approving more funding for the Futures of Frontliners and the Michigan Reconnect program.

Chosen Name Update: Jim discussed briefly about the different phases that are taking place regarding the Chosen Name procedures. A Chosen Name is allowed although the legal names will still be included in their file.

“I Quit My Job” The New York Times Article: President Phelan indicated that this issue is more of a concern than before. He is asking everyone to be thoughtful of their employees and help to secure our staff from finding different job opportunities. Jason briefly talked about life/work balance and how allowing staff to work remotely, when at all possible, is an interest of some staff. This is also one reason that staff are seeking new employment, they prefer to work remotely.

COVID-19 Information: Revised rules from MIOSHA, for review as needed, were included in the meeting pack.

Other: LC meetings will start at 8AM effective 6.30.21. Interviews will now start after 10AM.

ACTION, MEETING AND COMMUNICATION REVIEW

PLUS/DELTA

MEETING END