**Leadership Council**

**Jackson College**

**Walker Hall Room 145**

**June 24, 2020**

The Leadership Council of Jackson College was held on June 24, 2020.

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

Meeting start time: 9:00AM Meeting end time: 5:00PM (Break for lunch 11:45AM – 12:45PM)

**FIRST TEAM NORMS**

The Leadership Council COVID-19 Commitments were reviewed.

**MONTHLY BELIEF/GOOD NEWS**

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

**MINUTES**

The minutes for June 17, 2020 were approved with corrections.

**ACTION ITEM**

*Policy Review*

The following policies were approved: 1303 Housing Acceptance Criteria and 1213 Continuing Disclosure Compliance.

**PTK/HONORS PROGRAM PROPOSAL**

Dr. Thirolf provided an overview of the proposed plan for the PTK/Honors program. Nate Venske and Martha Petry were on hand to address questions related to the plan. The proposal was approved pending completion of job description and position acceptance.

**FALL ATHLETICS**

Courtney Ivan was on hand to discuss the proposed plan for reintegration of fall athletics. The decision was made to move ahead with bringing fall athletics back.

**INFORMATION**

*Scorecard Review*

The team reviewed the weekly Scorecard.

*Housing Update*

Darrell Norris provided an update on housing. In addition, Darrell shared the spring and fall contract amendments.

*Ready Set Jet*

Lee shared that they are on point with the planning for Ready Set Jet. He shared that 14 students have everything required completed and 17 more are in the works. Goal is around 25 students in the program. McDevitt 216 and 217 are the only classrooms that will be used for this cohort of students.

*Ground Based Lab Prototype Update*

Dr. Thirolf provided an up on the priority list of lab simulations. She will add a column to the document that shows how many students will need to be brought in for each program.

*Multicultural*

Brief discussion was had around the recently held student focus group and MLK Day. Dan would like for us to have mandatory racism training for all employees that has a strong curricular component and assessment.

*Reorganization/Administrative Contracts*

Cindy shared that the current letter of appointments are being worked on.

*RTF Update*

Cindy provided an update on the progress of the RTF.

*Grants Program*

Jason shared that the Grant writing consulting firm would like to connect with employees to get more insight on the College.

*Academic Strategic Plan*

Dr. Thirolf provided an overview of the draft Academic Strategic Plan.

*Reopening/Governors Update*

President Phelan shared an update on reopening and the latest stance of the Governor.

*Fiscal Year Closeout*

Darrell shared an update on the end of year closeout.

*Equipment from NW*

Discussion was had around a request from NW to store equipment. It was determined because we cannot utilize this equipment right now, we will not store.

*Next LC*

President Phelan asked for Darrell to bring forward an Incident plan and plan for density. Additionally, discussion will be had on lab based courses as relates to science and skilled trades. Additionally, discussion will be had on essential staff.