

**Leadership Council
Jackson College
Potter Center, Boardroom
July 22, 2020**

The Leadership Council of Jackson College was held on July 22, 2020.

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

Absent: Dr. Daniel Phelan

Meeting start time: 9:00AM Meeting end time: 12:04PM

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 July 15, 2020 were approved with a minor change.

TALENT REVIEW

A six month interview was held with Tyrone Green.

INFORMATION

Scorecard Review

The team reviewed the weekly Scorecard.

Housing Update

Darrell provided a brief update on housing. Jim also shared that the family housing project will not be ready for fall.

Grant Conversation

A conversation with Natasha Goldman was had around the Strengthening Community College grant. Jeremy will reach out to Jan and Tina to discuss.

RSJ Update

Lee provided an update on the RSJ cohort. They started with 27 students and are at 21 students currently.

Synchronous Classes

Discussion was had around the group of classes that have been added to the schedule for fall.

Staffing

Cindy provided some context for discussing staffing. Darrell provided a list of current employees. He will be bringing the spreadsheet back with budget information included.

Phishing Campaign

Darrell shared a list of employees who recently fell for a phishing campaign. He shared that we currently do not have a process in place on how to communicate with employees who did not pass the test. It was decided that formal communication will be sent to the employee from Human Resources.

Restarting Circulation of Library Materials

Jeremy provided a proposal to restart circulation of library materials. The team was supportive of the proposal. Jeremy will share with Dan for his final approval.

Reporting of COVID Cases

Cindy shared that there will be some changes on the COVID reporting process. There will be an option added that will allow employees to submit instances of reported cases.

Reminder – Connecting with Employees

Sara Perkin reminded folks to ensure admin our reaching out to their employees.

Fall Season Plan

Discussion was had around the fall season plan. The team agreed that this plan will not move forward. The question came up around what restrooms will be used for the cross country team and space that will be used for the athletic trainer. Jim and Jeremy will connect with Dan to discuss.

Round Table

Jim provided an update on the big dig. Darrell shared that we will be moving garbage cans at CV3 to help avoid the trash pile up.