

Leadership Council
July 28, 2021

The Leadership Council of Jackson College was held on July 28, 2021.

Leadership Members Present: Jason Valente, Cindy Allen, President Phelan, Jeremy Frew, Jim Jones, and Darrell Norris.

Approved Absences: N/A

Meeting start time: 8:00AM Meeting end time: 10:55AM

FIRST TEAM NORMS

MONTHLY BELIEF/GOOD NEWS.

Jason spoke about new funding being donated to the Foundation.

MINUTES

The minutes for July 21, 2021 were reviewed and approved.

ACTION ITEMS

Review Task List Items: President Phelan asked that the LC review this list and get updated information to Wendy. The first of each month the list will be reviewed.

Director, Student Success Services: Jeremy spoke about updating this position description and the promotions in his departments that warrant this posting. Position was approved to move forward and post for hiring.

Policy: Isakson and Roe Section 1018: Jeremy indicated that this is a new policy that came from the Department of Veterans Affairs this week and it is important that we move forward with implementing it so that we are in compliance with the VA. President Phelan gave his approval to advance the policy.

GoTo Connect to MS Teams Transition: Jim provided details about the transition from GoTo Connect to MS Teams and the difficulty that was experienced during the pandemic. There is training that will be needed to ensure this is a successful transition. This transition will be a cost savings in the long run once it is complete. Both systems are still in play at this time and will be functional if we would need to go remote for any reason.

INFORMATION ITEMS

Scorecard Review: Darrell spoke about the cash on hand at this time and the BCH for the in and out of district students. There are 2700 applications as of 7.26.21. Predictions are that the BCH will be less than last year. Per Jeremy, CEP numbers will be added this week.

Academic Laptop Incentive Program: No new updates at this meeting.

HEERF Funding Update: Darrell spoke about the funding that will be dispersed to assist students with past due balances if they didn't qualify for any other aid. This is an effort to allow the students to stay enrolled and continue to take classes at JC.

Reintegration Task Force Update: RTF did not meet this week, updates to come after next week's meeting, per Cindy.

Construction, Facilities and Grounds Updates: Per Jim, the retaining walls for the Potter Center entrance and other projects associated with the entrance should be completed by October with a similar date slated for completion in the Sheffer Music Hall. Ball field bids will be opening this Friday. Some of the dates for the bids needed to be pushed out to December due to timing.

Housing Update: No updates at this meeting. Housing document was provided in the LC Meeting Pack for review if desired.

HR/Talent: Per Cindy, NEO week is scheduled for August 9th, with a possible NEO week being considered for the third week of August. Cindy also talked about cross training and the need to have staff in Snyder Commons for the two different shifts and the special events that are scheduled this year.

Potter Center Fire Update: Darrell indicated that the cleaning is still in the process at Potter Center. There is a concern whether the Fire Marshall will allow for an event to be held at the Potter Center while we are still on temporary power, more details to come. The electrical repair work has been put out to three bidders to get a cost for the work to be done.

JPEC Updates: No updates at this meeting

Colleague Security Audit 2021 - PROJ: p1023: President Phelan asked that the LC report back to him to indicate if their needs for Colleague will stay the same or if they are suggesting any changes.

LC Retreat: President Phelan asked the LC for their preference on which month to hold a retreat and directed Wendy to create a Doodle Poll to determine a date. A discussion regarding the location was had and Jason will check on availability and report back. President Phelan also asked that LC send topics for the retreat to Wendy.

Teams/Telephones: This was covered in Jim's discussion regarding the transition from GoTo Connect to MS Teams

JC Color Swatches for Review/Approval: President Phelan provided swatches and the color codes for the JC colors that will be used going forward for Maroon, Gold, Black, and Gray.

VIP Tickets for Commencement: This will be carried forward to next week's LC Meeting.

Other: N/A

INTERVIEW – Sous Chef

INTERVIEW – Subway FT

INTERVIEW - Residence Life Coordinator

ACTION, MEETING AND COMMUNICATION REVIEW

PLUS/DELTA

MEETING END

AFTERNOON INTERVIEWS:

INTERVIEW – Cook

INTERVIEW - Barista FT

INTERVIEW – Cook

INTERVIEW – Frontline FT