

**Leadership Council  
Jackson College  
Collaboratorium  
August 14, 2019**

The Leadership Council of Jackson College was held on August 14, 2019 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Meeting start time: 9:00 AM Meeting end time: 4:50 PM

**FIRST TEAM NORMS**

The team reviewed the first team norms.

**MONTHLY BELIEF/GOOD NEWS**

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

**MINUTES**

The minutes for August 7 were advanced with minor edits.

**CROSSBRAINING CONVERSATION**

Conversation was had with Josh and Alex from [CrossBraining](#) regarding collaboration. The team agreed to move forward with partnering with CrossBraining. Jason and Kate will remain the contacts with Josh. We are waiting for the new update of CrossBraining to come out before we ask faculty to begin testing.

**TALENT REVIEW**

An interview was held for Human Resources Director and Composition/Foundation Studies Faculty. A one-year interview was held with Dr. Dennis Baskin.

**ACTION ITEMS**

*GetSet*

Discussion was had on the possible partnership with GetSet. Jeremy will be reaching out and reviewing a demo and bringing back his feedback next week. Legal counsel has reviewed the initial agreement and provided feedback. Once we determine if we are moving forward with GetSet then Sara will provide recommended changes to GetSet.

*JC Singers Name*

Discussion was had around the naming of the Jackson College vocal group. Following discussion and review of recommendations, the team determined 'Jackson College Vocal Point' is the best fit. Kate will communicate to Richard Hintze.

**INFORMATION ITEMS**

*Jackson Business Roundtable*

President Phelan provided an overview of the upcoming Jackson Business Roundtable and encouraged everyone to attend. Sara will RSVP for the leadership council.

#### *CMS CEO Visit*

The team reviewed the scheduled upcoming visit of CMS CEO, Patti Poppi. Sara will coordinate head count and make logistical arrangements. Lee will confirm the number attending from Ready Set Jets. Kate will communicate with the Deans to get a final count. Jim will provide a headcount on facilities.

#### *Jackson Care Hub*

Darrell Norris asked for the team to consider the risk of engaging with the Jackson Care Hub. Darrell will relay the indemnification concerns to the contact to see if they can make additional adjustments to the draft agreement.

#### *Culinary Program*

Discussion was had on communication related to the closure of the culinary program. Kate will communicate on culinary and program updates in general to marketing which will be sent out campus wide.

Asana software will be tested by the team moving ahead to better manage initiatives and communicate progress.

#### *EMS & Paramedic Program*

Kate provided an overview of recommendations for the EMT program. This plan will be shared with Academic Council in September. In the future, all program changes (new or sunset) must be recommended by the Academic Council prior to coming forward to Leadership Council for consideration.

President Phelan clarified that we should only have active programs and courses listed in the catalog.

#### *League*

Each LC member should review the draft agenda and send any recommended title and presenter changes by the end of this week. Slides for respective presentations should be sent to Sara by September 3<sup>rd</sup>.

#### *Adjunct Naming Poll*

Brief discussion was held and “Adjunct Faculty” and “Master Adjunct faculty” have been selected.