

**Leadership Council
Jackson College
Collaboratorium
August 22, 2018**

The Leadership Council of Jackson College was held on August 22, 2018 in the Collaboratorium in William Atkinson, on the College's Central Campus in Jackson, Michigan.

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

Absent: Sara Perkin

Meeting start time: 9:00AM End time: 10:40AM

Interview start time: 1:10PM End time: 3:00PM

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.

Darrell met with the RA's in housing yesterday to get to know them and student provided feedback related to laundry costs and convenience. Kate shared that faculty met and continued their discussion on what TCS2 is for instruction.

MINUTES

The minutes were advanced with the change that Cengage course material pilot would not cause increased cost to students during the prototype.

ACTIVE SHOOTER SIMULATION

The leadership council attended the active shooter simulation.

POLICY REVIEW

Background checks in housing policy was approved with no changes except for the responsible party. The policy is now owned by safety and security not residence life.

INFORMATION/DISCUSSION

Event planning and coordination

Leadership council members will be responsible for sending Sara events they request the BOT and or Dan to attend for their area. Departments should no longer send invites directly to Dan or BOT members. Sara will distribute these invites.

Employees attending board meetings

Discussion on the succession plan for each leadership member and the following employees were identified to participate in board meetings unless they have vacation or scheduling conflicts:

- Dennis Baskin

- Randy Bentley
- Jennifer Brooket
- Todd Butler
- Kelly Chambers
- Jolene Chapman
- Teresa Choate
- Mike Masters
- Nate Venske
- Kelly Williams
- Facilities Director (when filled)

ROUND TABLE

Discussion was had related to space and rental charge to offer JAMA to locate on campus. Discussion on the status of the university center and possible partners. There are conversations underway and more details will be available in the coming weeks.

An update on the JPEC building was shared. There will be a separate meeting to discuss this project further. The water proofing project at the Maher campus is on schedule to finish prior to the start of the semester. Conversation was had about the pottery kiln to see if we are interested in a community partner. There are plans for the kiln to be installed in the scene shop in the future. This was a discussion item only. This was assigned to Kate for exploration on demand and opportunity. 32-33 new faculty coming aboard this fall. Faculty learning days and adjunct learning days are getting ready to take place.

Leadership council for the next two Wednesday will be held from 3pm-5pm to support leadership presence at housing move in, student orientations and provide lateral service.

TALENT REVIEW

Interviews were held for a Financial Aid Specialist and Nursing Instructor.