

**Leadership Council
Jackson College
Potter Center, Boardroom
August 26, 2020**

The Leadership Council of Jackson College was held on August 26, 2020.

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

Meeting start time: 9:00AM Meeting end time: 3:50PM

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 August 19, 2020 were approved.

TALENT REVIEW

An interview was held for the position of Adjunct Administrator. A 6 month conversation was held with Brooke Teremi.

ACTION ITEMS

Jeremy shared a proposal to switch our default provider to Student Connections. Jeremy will check into references and inquire to see if EdFinancial will lock in prices.

Policy Review

A new policy on surveys and Record Retention Policy were reviewed. Additional changes will be made and both will be brought back next week for final review.

Remote Student Employment Positions

Descriptions for remote student employment were reviewed. Additional descriptions are still in process. For those presented, the team was good with moving ahead.

Respiratory Care Faculty

Jeremy Frew shared a proposal for a respiratory care faculty member. In order to maintain program accreditation, this is a position that must be filled. The team approved the request.

TABLE TOP

President Phelan led table top exercises around what our practice is if someone on leadership tests positive for COVID and what the practice is if someone on grounds tests positive for COVID.

It was determined that anyone with symptoms will stay home or be quarantined for 10 days and have a negative test.

INFORMATION

Scorecard Review

The team reviewed the weekly Scorecard. The conversation related to the scorecard will remain focused on comparison of BCH using same time snapshot.

Housing Update

Darrell provided an update on housing.

Cares Act

President Phelan said that at this point there has been no movement for additional stimulus money.

Return to Work Survey

Cindy shared results from a recent survey sent out to all employees to gauge their interest in returning to campus.

Student Tech Survey

Results of a recent survey regarding student internet access. It was decided that a prototype will be put in place for Main Campus. Jim and Cindy will work on this.

Work Share

Brief conversation was had over the work share program and response indicating interest thus far.

Grant Priorities

Jason Valente provided an overview of Natasha Goldman's summary of potential areas of interest for grants. The group determined that areas of priorities include around diversity, prison education and online learning. Jason will communicate priorities to Natasha.

Jason also provided an update on the Navy Community College program. He will work to get some information on the web.

Round Table

Darrell shared that move in was going smoothly. Jim shared brief updates on Tiny Homes and the Retention Pond. Jason provided an update on the Blackbaud breach and that the Foundation Board meeting is tomorrow. Lee shared an update on the success of the RSJ ceremony.