

The Leadership Council of Jackson College was held on August 7, 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 and Jason Valente

Absent: Sara Perkins and Lee Hampton

Meeting start time: 9:00 AM **Meeting end time:** 4:40 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 July 17, were advanced

ACTION ITEMS VP Frew reviewed the Hillsdale Community Early Middle College agreement. The team agreed to the proposed modifications to the current agreement

VP Allen brought forward a Jets Protocol for a new Director of HR position for discussion. A few changes were suggested to the job description. The request was approved.

Mental Health Training VP Allen shared the date for the next full-day Mental Health First Aid Training as the last part of our grant with the PA Foundation. September 27 from 8-5PM. Leadership Team members will send me their recommendations for participation. The maximum allowed is 30.

POLICY REVIEW:

The Audit Certification policy was approved. The Purchasing Policy (1209) is on hold while being reviewed for legal. VP Norris will have a conversation with legal regarding the renewal of "contractors of record" for future board action and bring the policy back for review.

INFORMATION ITEMS

Meal Plans: VP Norris brought up concerns from housing students related to an increase in meal plan units and cost. Data was reviewed, recommendations were made and changes (the option of a lower cost plan) will be communicated to housing students. Student voices were heard.

Wayne State VP Frew updated us on the progress with Wayne State. Thus far we have been given one on-line class to promote, none in-person. President Phelan will follow up.

MLK Center An update of our instructional plans for the MLK Center in Jackson was given by VP Frew. Site visit is scheduled for August 8. Their building is under construction (MLK's construction). Goal is to offer classes the second seven weeks for fall. Open Houses and Orientations will be scheduled this fall, prior to the start of classes.

Roundtable Updates:

VP Valente gave an update on the initiative he is spearheading, pulling together a plan to serve students with disabilities, in a holistic approach.

VP Thirolf shared some information on Faculty Learning Days August 28. Faculty requested a discussion/session on Sexual Aggression, perhaps ask Bill Abbott to come in and speak on Title IX, right before lunch. Cindy will make contact and confirm with him.

VP Norris gave an update on the Director of Housing open position. The decision was made to leave Glenn as the interim and make a decision to repost in September.

TALENT REVIEW

Interviews were held for the following positions: Assistant Volleyball Coach, Head Men's Basketball Coach and Esports Head Coach. All three coaches were approved for the next step. A six month interview was held with Kallie Hilts.