

**Leadership Council
Jackson College
Collaboratorium
January 18, 2017**

The Leadership Council of Jackson College was held on January 18, 2017 on central campus in Jackson, Michigan.

Leadership Members Present: Dr. Daniel Phelan, Darrell Norris, Sara Perkin, Jim Jones, Dr. Kristi Hottenstein, Jason Valente and Cindy Allen.

Absent: Dr. Rebekah Woods

Meeting start time: 9:00AM Meeting end time: 4:23PM

WAYS OF BEING

The group reviewed and agreed to abide to the “ways of being.”

MINUTES

The January 11, 2017 minutes were approved.

MONTHLY BELIEF/GOOD NEWS

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

PROJECT UPDATE

Cindy Allen, Vice President of Administration and Human Resources shared an update on hiring specifically related to facilities vacancies.

Budget Planning is getting kicked off, Darrell is spending time with users to get them up to speed on Budget Maestro.

President Phelan asked that Jim Jones be sure to compile invoices for any work that was caused by JPEC students and that these be shared with JPEC President Shane Malmquist.

Darrell also shared that the new ecommerce system, TouchNet implementation begins in March and Nelnet (FACTS) will be phased out Fall 2017.

For Leadership Council interviews, President Phelan would like us to follow STAR principles and let the candidate know that it will be a behavior based interview. We will have a one page document with information about STAR letting the individual know that this is the process we will follow.

Discussion was held around a proposal for senior citizens to take up to 6 credit hours at no cost to them.

Dr. Hottenstein shared that they have identified programs for AcademixDirect for recruitment.

President Phelan and Sara Perkin shared an overview of their recent visits to the Lenawee, Hillsdale and W.J. Maher locations. Discussion was held.

ACTION ITEMS

The following policies were approved: 3102 Political Party Involvement, 3103 Memo of Agreement, 3104 Lobbying Prohibition and 3107 Code of Ethics were approved with edits.

The following policies will be reviewed further and be brought back for consideration: 3110 Contract Authority and 3105 Supplanting Prohibition.

INFORMATION

Darrell Norris shared a new cash flow statement that will be reviewed on a regular basis. A draft of truth in tuition model was shared with the group.

A brief conversation was had about devices for the Prison Education.