

**Leadership Council  
Jackson College  
Collaboratorium  
June 14, 2017**

The Leadership Council of Jackson College was held on June 14, 2017 on central campus in Jackson, Michigan.

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

Meeting start time: 9:00AM Meeting end time: 4:15 PM

**WAYS OF BEING**

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

**MINUTES**

The June 7, 2017 minutes were approved.

**MONTHLY BELIEF/GOOD NEWS**

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

**TALENT**

Interviews were held for an Admissions Recruiter and Volleyball Coach

**FA SITE VISIT**

Jeremy Frew, Vice President of Student Services provided an update on the upcoming visit.

**PEI STAFFING**

Dr. Woods reviewed staffing needs for PEI. A full time temporary support person was requested and approved for up to four months.

**INFORMATION**

Board monitoring report format was adjusted. The institutional context was increased to one page. The context should be related to the beliefs and HLC. We need to focus more on external context – look at organizations and benchmarking. Performance reporting was increased to two pages – select between 6 and 10 metrics that clearly define how we are doing. This should be a five year trend data.

For whom and at what cost – purpose of the ENDS. We will review the 12 ENDS to determine what the best 12 measurements are for our board. Must have quantitative and qualitative measurements. Look for leading indicators not lagging indicators. Goal is to present to the Board at the next planning session.

**ARTICLE DISCUSSION**

The group discussed an article as part of professional development. The outcomes from the discussion led to the question “What should we work on as far as culture?”

Jim -

Resource Planning

People understanding data

Jason -

Residuals/resistance in our organization

Sara -

Recognizing the skillset of our employees

Additional resources for IT

Jeremy -

Look at how we can do this and not how we cannot do this

Rebekah –

Be sure we look at process first, not people

Ensure we take the time to prepare to ensure quality

Dan –

How we work with employees to chronicle performance evaluation over the course of a year

Cindy –

Incorporate more software so less paper work in HR – more streamlined processes

## **ROUND TABLE**

Updates and discussions included partnering with the College and Career Access Center, storage space and JPEC administrative office space.