



REGULAR MEETING OF THE BOARD OF TRUSTEES

Jackson College

Virtual/Electronic Meeting – Via Zoom Video Communications

March 8, 2021

The regular meeting of the Board of Trustees of Jackson College was held on Monday, March 8, 2021 electronically on the Zoom video conferencing platform.

Board Members Present: Chairman, Sam Barnes; Vice Chairman, John Crist; Trustee; Donna Lake, Trustee; Philip Hoffman, Secretary, Sheila Patterson and Trustee Dr. Ed Mathein.

Board Member Excused Absence: Trustee Matt Heins

Others Present: Dr. Daniel J. Phelan, Sara Perkin, Darrell Norris, Jason Valente, Jeremy Frew, Jim Jones, Steve Tuckey, Alana Tuckey, Kelly Chambers, Randy Bentley and Michael Masters.

Chairman Sam Barnes called the meeting to order at 6:30pm Eastern Daylight Time.

TRUSTEE DECLARATIONS PER MICHIGAN PUBLIC ACT NO 228 PA OF 2020

All Trustees declared that they are attending remotely purpose(s) other than military duty.

- Trustee Crist declared he is attending virtually, not because of military duty, and he was in Summit Township, Jackson County in Michigan.
- Trustee Mathein declared he is attending virtually, not because of military duty, and he was at his residence in Summit Township, Michigan.
- Trustee Lake declared she is attending virtually, not because of military duty, and she was at her residence in Jackson Michigan.
- Trustee Patterson declared she was attending virtually, not because of military duty, and she is at her residence in the City of Jackson Michigan.
- Trustee Hoffman declared he is attending virtually, not because of military duty, and he was at his residence in Siesta Keyes, Sarasota County, Michigan
- Chairman Barnes declared he is attending virtually, not because of military duty and he was at his residence in the City of Jackson Michigan.

ADOPTION OF MINUTES

The minutes of the regular Board meeting of February 1, 2021 were reviewed by the Board. A minor change was brought forward by Trustee Mathein. The modified minutes were moved into the record by Chairman Barnes, on behalf of the Trustees.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest expressed by Trustees.

BOARD COMMENTS

Trustee Mathein reminded that our virus-free record for our Dental Hygiene students has been great related to COVID-19 precautions and he feels the board is safe to meet in person.

MONITORING BOARD PERFORMANCE

Board Self-Monitoring Worksheet of GP-01 Governing Style

The Board discussed the self-monitoring worksheet they completed for GP-01 Governing Style.

GOVERNANCE PROCESS

Governing Style

The board held a policy review of policy GP-01 Governing Style.

MOTION BY TRUSTEE HOFFMAN “To approve policy GP-01 Governing Style as presented.” **ROLL CALL VOTE: TRUSTEES MATHEIN, LAKE, HOFFMAN, PATTERSON, CRIST AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

By-Laws Revision

Discussion focused on the proposed edits to the Bylaws, which were brought back for a second reading following changes from the March meeting.

MOTION BY TRUSTEE CRIST “To approve the Bylaws as presented.” **ROLL CALL VOTE: TRUSTEES PATTERSON, HOFFMAN, LAKE, MATHEIN, LAKE, CRIST AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Policy Review GP-14 Handling Operational Complaints

Following discussion of the policy, changes were recommended. This policy was brought back for a second reading from the March meeting.

MOTION BY TRUSTEE MATHEIN “To approve policy GP-14 Handling Operational Complaints as presented.” **ROLL CALL VOTE: TRUSTEES LAKE, PATTERSON, HOFFMAN, CRIST, MATHEIN AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Spring Planning Session Agenda

President Phelan shared a draft agenda for the 2021 Spring Planning Session.

MOTION BY TRUSTEE MATHEIN “To approve the 2021 Spring Planning Session agenda as presented.” **ROLL CALL VOTE: TRUSTEES HOFFMAN, PATTERSON, CRIST, MATHEIN, LAKE AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

EXECUTIVE LIMITATIONS

Elimination of policy EL-11 Ends Focus of Grants or Contracts

President Phelan proposed the elimination of policy EL-11 Ends Focus of Grants or Contracts. Relevant content has been combined into EL-13 Entrepreneurial Activity.

MOTION BY TRUSTEE CRIST “To eliminate policy EL-11 Ends Focus of Grants or Contracts.” **ROLL CALL VOTE: TRUSTEES MATHEIN, LAKE, PATTERSON, HOFFMAN, CRIST AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Policy Review EL-13 Entrepreneurial Activity

President Phelan presented proposed changed to policy EL-13 Entrepreneurial Activity, which also included language related to Grants.

MOTION BY TRUSTEE MATHEIN “To approve policy EL-13 Entrepreneurial Activity as presented.” **ROLL CALL VOTE: TRUSTEES HOFFMAN, LAKE, MATHEIN, PATTERSON, CRIST AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Distinguished Service Award Recipient

President Phelan shared information related to the Board’s candidate for the 2021 Distinguished Service Award. President Phelan will notify Mr. O’Connor of this recognition.

MOTION BY TRUSTEE MATHEIN “To approve Greg O’Connor as the 2021 recipient of the Distinguished Service Award recipient.” **ROLL CALL VOTE: TRUSTEES PATTERSON, HOFFMAN, LAKE, CRIST, MATHEIN AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Crockett Award Recipient

President Phelan shared the Jackson College Foundations recommendation for the 2021 Crockett Award Recipient as Charles Birney.

MOTION BY TRUSTEE LAKE “To approve Charles Birney as the 2021 recipient of the Crockett Award recipient.” **ROLL CALL VOTE: TRUSTEES PATTERSON, HOFFMAN, LAKE, CRIST, MATHEIN AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Consideration of Property Sale

President Phelan presented a proposal to purchase the College’s flight building at the Jackson Airport. Over the previous bids, this proposal includes an increased purchase amount and the absent requirement to remove the Avgas tank.

MOTION BY TRUSTEE PATTERSON “To accept the bid received for the sale of the building at the Jackson Airport and to grant President Phelan the authority to execute this agreement.” **ROLL CALL VOTE: TRUSTEES HOFFMAN, PATTERSON,**

MATHEIN, CRIST, LAKE AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.

MONITORING CEO PERFORMANCE

EL-13 Entrepreneurial Activity

President Phelan presented highlights from the EL-13 Entrepreneurial Activity monitoring report.

MOTION BY TRUSTEE MATHEIN “That the Board agrees with President’s interpretation as noted herein and that the President is in full compliance with EL-13 Entrepreneurial Activity.” **ROLL CALL VOTE: TRUSTEES HOFFMAN, LAKE, CRIST, MATHEIN, PATTERSON, AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

SELF-EVALUATION OF GOVERNANCE PROCESS & BOARD PERFORMANCE AT THIS MEETING

There were no comments or discussion.

MEETING CONTENT REVIEW

Chairman Barnes commented the material was well put together. Trustee Mathein commented that the explanation of policy changes by President Phelan was very helpful.

ADJOURN

MOTION BY TRUSTEE HOFFMAN “To adjourn.” **ROLL CALL VOTE: TRUSTEES PATTERSON, HOFFMAN, LAKE, MATHEIN, CRIST AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 7:22PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, March 8, 2021 were approved at the regular meeting of the Board held on April 12, 2021.

Sheila Patterson

Secretary

Samuel R. Barnes

Chairman