

REGULAR MEETING OF THE BOARD OF TRUSTEES
Jackson College – Central Campus
Jackson, Michigan
January 14, 2019

The regular meeting of the Board of Trustees of Jackson College was held on Monday, January 14, 2019 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson, Michigan 49201.

Assistant Secretary Sara Perkin called the meeting to order at 6:30PM Eastern Standard Time.

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

Others Present: Dr. Kate Thirolf, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Jason Valente, Jim Jones, Michael Masters, Lee Hampton, Randy Bentley, Dr. Dennis Baskin, Alana Tuckey, Teresa Choate, Dr. Todd Butler, Kelly Crum, Heather Bateman, Jolene Chapman, Chas Lietaert, Brittany Riggins, Liz Andrews and Dotty Karkheck.

BOARD REORGANIZATION

Assistant Board Secretary Sara Perkin asked for nominations for the position of Board Chair.

MOTION BY TRUSTEE CRIST "To elect Sam Barnes as Chair." ROLL CALL VOTE WITH TRUSTEES LAKE, MATHEIN, HEINS, BARNES, CRIST, PATTERSON AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.

Assistant Board Secretary Sara Perkin subsequently passed stewardship of the remainder of the Board reorganization and the balance of the board meeting to the recently elected Chairman Barnes.

MOTION BY TRUSTEE HOFFMAN "To elect John Crist as Vice Chair" ROLL CALL VOTE WITH TRUSTEES LAKE, MATHEIN, HEINS, BARNES, CRIST, PATTERSON AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.

MOTION BY TRUSTEE CRIST "To elect Donna Lake as Treasurer" ROLL CALL VOTE WITH TRUSTEES LAKE, MATHEIN, HEINS, BARNES, CRIST, PATTERSON AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.

MOTION BY TRUSTEE HEINS "To elect Sheila Patterson as Secretary" ROLL CALL VOTE WITH TRUSTEES LAKE, MATHEIN, HEINS, BARNES, CRIST, PATTERSON AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.

MOTION BY TRUSTEE HOFFMAN “To appoint Vice President Darrell Norris as Assistant Treasurer to the Board and Sara Perkin as Assistant Secretary to the Board.”
ROLL CALL VOTE WITH TRUSTEES HOFFMAN, PATERSON, CRIST, BARNES, HEINS, MATHEIN AND LAKE VOTING AYE. MOTION PASSED UNANIMOUSLY.

COMMUNICATIONS

Visitor Comments

There were no visitor comments.

Board Comments

There were no conflicts of interest.

Trustee Hoffman requested the opportunity to phone in for the February 4th meeting. Trustee Patterson requested an excused absence for the February meeting. [Note: This will require board action at the February meeting].

Consideration of Minutes

The minutes of the regular Board meeting on November 12, 2018 were moved into the record by Chairman Barnes on behalf of the Trustees.

Marketing Report

Dotty Karkheck, Director of Marketing provided the marketing report and addressed questions from the Board.

ENDS PERFORMANCE MONITORING REPORT

Treasurer's FY 2019 Q2 Report

Darrell Norris, Vice President of Finance provided an overview of the 2nd quarter financial report and addressed questions from the Board.

Student Learning

Dr. Kate Thirolf, Vice President for Instruction at Jackson College, presented the Student Learning ENDS Monitoring Report. She provided highlights of the report on a PowerPoint slide deck and addressed questions from the Board. A complete copy of the report is located on the Board's webpage: <https://www.jccmi.edu/institutional-research/performance-monitoring/>

Resource Stewardship

Darrell Norris, Vice President of Finance presented the Resource Stewardship ENDS Monitoring Report. He provided highlights of the report on a PowerPoint slide deck and addressed questions from the Board. A complete copy of the report is located on the Board's webpage: <https://www.jccmi.edu/institutional-research/performance-monitoring/>

ACTION ITEMS

Consideration of JPEC Board of Governor Reappointments

Vice President Allen presented for consideration the reappointments of JPEC Governors Hogwood, Halsey and Schantz. **MOTION BY TRUSTEE CRIST** “to approve

the reappointment of JPEC Governors Hogwood, Halsey and Schantz” **MOTION PASSED UNANIMOUSLY**

Selection of Representative for Outstanding Award Committees

Cindy Allen presented the opportunity for a Board member to serve on the Outstanding Award Committee(s). Trustee’s Lake, Mathein, Heins and Hoffman volunteered to sit on the various committees.

Consideration of Summer Retreat and Fall Planning Session Dates

Sara Perkin, Assistant Board Secretary asked the Board to consider June 21, 2019 for the Summer Retreat and November 6, 2019 for the Fall Planning Session. **MOTION BY TRUSTEE HEINS** “to approve June 21, 2019 for the Summer Retreat and November 6, 2019 for the Fall Planning Session dates” **MOTION PASSED UNANIMOUSLY.**

INFORMATION ITEMS

Board Self Evaluation Results

Chairman Barnes provided an overview of the Board’s 2018 Self-Evaluation results. Overall, results were positive and consistent with those of the prior year.

Consideration of Distinguished Service Nominations

Chairman Barnes reminded the Board that formal consideration and selection of the Distinguished Service Award recipient each year occurs at the March Board Meeting, and that Trustees should submit their nominations to the President or Assistant Board Secretary up until the end of February. Trustee Mathein shared three names for potential consideration; Marvin Swanson, Rob Rando and William Abbott. Trustee Hoffman shared two additional names for consideration; Lloyd Ganton and Tom Draper. Information for each candidate will be put together and shared with Trustees for review by the March Meeting.

Presidents Report

Jolene Chapman provided a brief update on the JAC3 program, as well as the College’s conversations with JAMA.

Cindy Allen, Vice President of Administration, shared information on upcoming events.

ADJOURN

MOTION BY TRUSTEE HOFFMAN “To adjourn.” **MOTION PASSED UNANIMOUSLY,** Meeting adjourned at 7:24PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, January 14, 2019 were approved at the regular meeting of the Board held on February 4, 2019.



Secretary

Samuel R Barnes

Chairman