



## **SPECIAL MEETING OF THE BOARD OF TRUSTEES**

Jackson College

Central Campus, George Potter Center, Boardroom

10.30.23

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A Special Meeting of the Board of Trustees of Jackson College was held on Thursday, 10.30.23, 4:00pm, at the Central Campus of Jackson College, George Potter Center, Boardroom.

*Board Members Present:* Chairperson John Crist, Vice-Chairperson Sheila Patterson, Trustee Donna Lake, Trustee Matt Heins, and Trustee Christopher Simpson

*Board Member Absence:* Trustee Philip Hoffman

*Others Present Include:*

Dr. Daniel Phelan, Keith Everett Book, Jason Valente, Nacoya Weatherspoon, Debbie Schissler, Julie Ebersole, Jamie Shepherd, Jenna Pruette, Na'Tiyah Jones-Montgomery, Stephanie Waffle-Stephenson, Joyce Dunbar, Sandy DiCesare, Brandy Grajek, Joe Gebhardt

Chairperson John Crist called the meeting to order at 4:00PM Eastern Standard Time.

### **DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest expressed by Trustees for items appearing on the agenda for the meeting.

### **OWNERSHIP LINKAGE**

#### ***PUBLIC COMMENTS:***

Chairperson Crist invited attending members of the public (who registered to speak, via the form provided at the Board Room entrance table, prior to this portion of the agenda) to offer their comments to the Board of Trustees (up to five minutes each). As was also stated on said form, Chairperson Crist reminded those offering comments that “...as an on-going practice, the Board does not respond in this Board Meeting setting when the matter presented concerns personnel, student issues, or matters that are being addressed through the established grievance or legal processes, or otherwise are a subject of review by the Board of Trustees”.

Na'Tiyah Jones-Montgomery (Current JC Student) – Jones-Montgomery expressed disappointment that her offer to discuss a plan moving forward to prevent the things that occurred from happening again with CEO Phelan and his team has not been reciprocated, as well as a lack of culture and diversity at Jackson College, as she

reported. She also described her discontent with the CEO's Response to Public Comment offered on 10.16.23.

*BOARD COMMENTS:*

None

**ITEMS FOR DECISION**

**GOVERNANCE PROCESS**

*CONSIDERATION OF TRUSTEE VACANCY CANDIDATES:*

Trustees reviewed the candidate resumes and applications received by Trustees and sent to the JC Chief of Staff as of 10.30.23, 12:00pm.

In addition to each Trustee offering their feedback on the applications received, and potential candidate conflicts of interest, a discussion ensued about specifying via policy the position qualifications and requirements for a Jackson College Trustee going forward (i.e., tenure as a leader, alum of Jackson College, affiliation with other institutions of higher education, etc.).

Each Trustees offered the top three applicants they personally would like to invite for an on-site interview. From that pool of applicants, the Trustees then determined the top three candidates for the on-site interviews selected across all the Trustees in attendance.

**MOTION BY TRUSTEE SIMPSON TO INVITE DANIELLE MACKEY, TESHNA THOMAS, & JACOB SINKOFF FOR AN ON-SITE INTERVIEW FOR THE VACANT JACKSON COLLEGE TRUSTEE TERM.**

**TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, SIMPSON, PATTERSON, LAKE, AND CRIST VOTING AYE. MOTION PASSED UNANIMOUSLY.**

*CONSIDERATION OF CANDIDATE INTERVIEW DATES:*

The Trustees came to a consensus of the following practices for the on-site interviews:

1. Interviews will be 45 minutes long and hosted in the Boardroom.
2. CEO Phelan will reach out to ACCT to gather questions they suggest for a Trustee interview.
3. Any Trustee who would like to ask a specific question will submit that to the Chief of Staff by 11.03.23 at 5pm ET.
4. Four aye votes from the 5 Trustees present at the November Special Meeting of the Board are required for election.

The Board considered dates/time on November 6, 7, or 8 for the Board to hold on-site interviews with the top three candidates to fill the Board seat vacancy.

**MOTION BY TRUSTEE LAKE TO HOLD A SPECIAL MEETING(S) FOR ON-SITE INTERVIEWS WITH TRUSTEE CANDIDATES AFTER 4PM ET ON EITHER NOVEMBER 6, 7, OR 8, 2023.**

**TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, SIMPSON, PATTERSON, LAKE, AND CRIST VOTING AYE. MOTION PASSED UNANIMOUSLY.**

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

*Principles of Policy Governance:*

Members considered the Policy Governance principles of monitoring institutional performance, executive limitations, and governance process.

**MEETING CONTENT REVIEW**

Trustees expressed that the content was sufficient.

**ADJOURN**

**MOTION BY TRUSTEE SIMPSON "To adjourn."**

**TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, SIMPSON, PATTERSON, LAKE, AND CRIST VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Meeting Adjourned at 4:44pmET.

The foregoing minutes for the special meeting of the Board of Trustees held on Monday, October 30, 2023 were approved at the regular meeting of the Board of Trustees on Monday, November 13, 2023.

  
Chairperson