

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**Jackson College – Central Campus**  
**Jackson, Michigan**  
**October 8, 2018**

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, October 8, 2018 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson, Michigan 49201.

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

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

*Others Present:* Dr. Daniel Phelan, Dr. Kate Thirolf, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Jason Valente, Lee Hampton, Antoine Breedlove, Jessica Houston, Michael Masters, Randy Bentley, Dr. Dennis Baskin, Alana Tuckey, Teresa Choate, Jennifer Brooket, Nathan Venske, Dr. Todd Butler, Boe Bielski, Jacob Smith, Alexis Gundy, Ian Riggins-Jones, Curtis Howard and Dotty Karkheck.

**COMMUNICATIONS**

*Visitor Comments*

Student Government Association was on hand to introduce themselves as well as share a brief update.

*Board Comments*

There were no conflicts of interest.

Trustee's Lake, Patterson and Hoffman shared the positive experience of attending the inaugural Multicultural Dinner held last week.

Vice Chairman Crist commented on the recent MCCA Autumn Board Meeting he attended with President Phelan at Gogebic Community College.

Trustee Heins commented on the Bright Walls initiative and expressed appreciation for the College's involvement. He encouraged everyone to stop and see the murals.

*Consideration of Minutes*

The minutes of the regular Board meeting on September 10, 2018 and the Planning Session Meeting Minutes of October 3 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 outlined a number of awards that the department recently received from NCMPR.

## **ENDS PERFORMANCE MONITORING REPORT**

### *Diversity, Equity, Inclusion and Global*

Lee Hampton, Chief Diversity Officer at Jackson College, presented the Diversity, Equity, Inclusion and Global 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/>

### *Treasurer's Report*

Vice President of Finance, Darrell Norris presented the FY 2019 Q1 Report. Additionally, he presented an update on the Office of Retirement Services and the Audit.

## **ACTION ITEMS**

### *Second Reading: General Executive Constraints and Human Relationships*

President Phelan presented the General Executive Constraints and Human Relationship policies. **MOTION BY TRUSTEE HEINS** "To approve the General Executive Constraints and Human Relationship policies." **MOTION PASSED UNANIMOUSLY.**

### *Consideration of a Resolution for Liquor License*

President Phelan asked the Board to consider the presented resolution for Liquor License. **MOTION BY TRUSTEE HEINS** "To approve the enclosed resolution for a liquor license." **MOTION PASSED UNANIMOUSLY.**

### *Consideration of the FY '19 Jackson College Strategic Agenda*

President Phelan shared context on the current environment which is driving much of the work in the Strategic Agenda. President Phelan presented the 2018/2019 Strategic Agenda for the Board's consideration. **MOTION BY TRUSTEE CRIST** "To approve the 2018/2019 Strategic Agenda" **MOTION PASSED UNANIMOUSLY.**

### *Consideration of a date for the Spring 2019 Board Planning Session*

President Phelan requested the board consider approval of April 3, 2019 as the Spring Planning Session date. **MOTION BY TRUSTEE HEINS** "To approve April 3, 2019 as the Spring Planning Session" **MOTION PASSED UNANIMOUSLY.**

### *Appointment of Voting Delegate for the 2018 ACCT Leadership Congress*

President Phelan shared that as part of our membership, the Board can designate one Trustee as the Voting Delegate at the ACCT Leadership Congress this month. **MOTION BY TRUSTEE HOFFMAN** "To appoint Trustee Crist as the 2018 Voting Delegate for the ACCT Leadership Congress" **MOTION PASSED UNANIMOUSLY.**

## **INFORMATION ITEMS**

*Board Policy First Reading Items: Compensation and Benefits, Board Members Code of Conduct and Emergency Presidential Succession Plan*

The Compensation and Benefits, Board Members Code of Conduct and Emergency Presidential Succession Plan policies were presented for the Board's first consideration. The policies were moved to second reading consideration.

*President's Report*

President Phelan provided college updates including upcoming College events. President Phelan also shared an article related to global warming.

**ADJOURN**

**MOTION BY TRUSTEE HOFFMAN** "To adjourn." **MOTION PASSED UNANIMOUSLY**, Meeting adjourned at 7:28PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, October 8, 2018 were approved at the regular meeting of the Board held on November 12, 2018.

*Sheila Patterson*

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Secretary

*Samuel R. Barnes*

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Chairman