



REGULAR MEETING OF THE BOARD OF TRUSTEES

Jackson College

Central Campus, George E. Potter Center, 2nd Floor,
Boardroom

2.12.24

The Regular Meeting of the Board of Trustees of Jackson College was held on Monday, 2.12.24, 6:30pm, at the Central Campus of Jackson College, George E. Potter Center, 2nd Floor, Boardroom.

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

Board Member Absence: Trustee Phil Hoffman, Trustee Teshna Thomas

Others Present Include: Dr. Daniel Phelan, Keith Everett Book, Dr. Mark Ott, Antoine Breedlove, Bill Abbott, Julie Hand, Ashley Van Heest, Dr. Todd Butler, Billie Dawson, Stephanie Waffle-Stephenson, Tamia Rogers, Kimberly Seaburg, Nicole Cossum Ready, Emily Matko, Zariyah Bowser

Chairperson John Crist called the meeting to order at 6:33PM Eastern Standard Time.

ADOPTION OF MINUTES

The draft minutes of the Regular Board of Trustees date 01.08.24 was reviewed by the Board and moved into the permanent record by Chairperson Crist, on behalf of the Trustees.

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 via the form provided at the Board Room door 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 the Board does not respond in this setting when the matter presented concerns personnel, student issues, or matters are being addressed through the established grievance or legal processes, or otherwise a subject of review by the Board of Trustees.

Dr. Mark Ott (Current JC Employee – Jackson College Faculty Union Board of Trustees Liaison) – Dr. Ott offered that Licensed Practical Nursing Program was recently recognized as one of the top 10 LPN schools in the State of Michigan by AZEDNEWS – A to Z Education News. He also described that CEO Phelan has been attending portions of actual instructional classes on campus as a response to feedback given last fall from a faculty member, which was commended. Dr. Ott described the College as out of equilibrium due to recent College employee departures, as he reported. Lastly, he proposed that the word “citizens” not be replaced by the word “taxpayers” in the Board’s Governance Process policy GP-00, and that the time limit for individual public speakers at Board meetings should not be reduced from 5 minutes to 3 minutes, as proposed for amendment of the Bylaws.

Tamia Rogers (current student) – Rogers described dissatisfaction with the College COO’s action and manner of denying Rogers’ on-campus housing request for 3 days in between instructional semesters.

BOARD COMMENTS:

Chairperson Crist thanked the individual speaking public for their comments.

Vice-Chairperson Patterson shared her appreciation for Dr. Ott’s presence, as well as that of the attending public. She also shared her need to step down from her position on the Jackson College Foundation Board of Directors due to increased responsibilities in her daily work. CEO Phelan shared the Foundation’s Bylaw language for replacement of a Foundation Board Director. This will be discussed at the 03.11.24 JC Board of Trustees Board meeting.

Trustee Lake shared her enjoyment of the Ultimate Soul of America Concert she attended at the Potter Center.

Trustee Simpson described his enjoyment of the Black Excellence Awards, at which Trustee Thomas and Vice-Chairperson Patterson were both recognized. He also thanked the JC Board and employees for their support following the passing of his mother in January.

Chairperson Crist recognized Vice-Chairperson Patterson and Trustee Thomas for their Black Excellence Awards. He also shared his enjoyment of the Jackson College Sportsman’s Banquet.

OWNERSHIP LINKAGE STATUS:

CEO Phelan reminded the Trustees that their Ownership Linkage calendar will be a topic of the Board’s Spring Planning Session on 04.02.24.

ITEMS FOR DECISION

GOVERNANCE PROCESS ITEMS: Governance Process: GP-00 Governance Commitment – Policy Review

The Board's Governance Process policy GP-00 Governance Commitment was reviewed by the Board for its regularly scheduled review. Chairperson Crist, Trustee Heins, Trustee Thomas, and CEO Phelan proposed amendments for the Board's consideration.

This policy and the definition of the Jackson College owners will be discussed further at the Board's Spring Planning Session on 04.02.24. No action was taken at this Board meeting, leaving in place the current definition of owners as "citizens".

GOVERNANCE PROCESS ITEMS: Governance Process: GP-01 Governing Style – Policy Review

The Board's Governance Process policy GP-01 Governing Style was reviewed by the Board for its regularly scheduled review. Chairperson Crist, Trustee Heins, Trustee Thomas, and CEO Phelan proposed amendments for the Board's consideration.

MOTION BY TRUSTEE HEINS TO APPROVE POLICY GP-01 GOVERNING STYLE AS AMENDED. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

GOVERNANCE PROCESS ITEMS: Board-CEO Delegation: BCD-06 CEO Compensation – Policy Review

The Board's Governance Process policy BCD-06 CEO Compensation was reviewed by the Board for its regularly scheduled review. Chairperson Crist, Trustee Heins, Trustee Thomas, and CEO Phelan proposed amendments for the Board's consideration.

MOTION BY TRUSTEE HEINS TO APPROVE POLICY BCD-06 CEO COMPENSATION AS AMENDED. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

GOVERNANCE PROCESS ITEMS: Bylaws – Policy Review

CEO Phelan offered some amendments to Bylaws item #16 regarding public participation at Board meetings. CEO Phelan described that these amendments more explicitly define the meetings of the Board of Trustees as meetings to conduct business unto the Board itself. They also promote more equity and efficiency in public participation during Board meetings.

Trustee Lake stated that she would prefer to stay with 5 minutes for speakers at the Board meeting. She also asked how group communication would manifest, to which CEO Phelan described a protocol on the Jackson College website.

Trustee Heins shared that he had no issue with 3 minutes, which could be expounded upon as needed. Trustee Simpson described leaving it at 5 minutes. Vice-Chairperson suggested staying with 5 minutes as well.

MOTION BY TRUSTEE LAKE TO APPROVE THE BYLAWS AS AMENDED WITH THE EXCEPTION OF LEAVING THE TIME LIMIT FOR INDIVIDUAL PUBLIC COMMENTS AT 5 MINUTES. TRUSTEES VOTED BY ROLL CALL VOTE:

TRUSTEE HEINS: NO

CHAIRPERSON CRIST: NO

TRUSTEE SIMPSON: YES

VICE-CHAIRPERSON PATTERSON: YES

TRUSTEE LAKE: YES

THE MOTION PASSED, 3:2.

EXECUTIVE LIMITATIONS ITEMS: Executive Limitations: EL-11 Entrepreneurial Activity – Policy Review

The Board's Executive Limitations policy EL-11 Entrepreneurial Activity was reviewed by the Board for its regularly scheduled review. Chairperson Crist, Trustee Heins, Trustee Thomas, and CEO Phelan proposed amendments for the Board's consideration. CEO Phelan emphasized the added reference to the College's League for Innovation membership.

MOTION BY TRUSTEE LAKE TO APPROVE POLICY EL-11 ENTREPRENEURIAL ACTIVITY AS AMENDED. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

EXECUTIVE LIMITATIONS ITEMS: EL-11 Entrepreneurial Activity – Interpretations Review

CEO Phelan presented his interpretation recommendations for policy EL-11 to the Board for their regularly scheduled review.

MOTION BY VICE-CHAIRPERSON PATTERSON TO APPROVE THAT THE BOARD HAS ASSESSED CEO PHELAN'S INTERPRETATIONS OF POLICY EL-11 AND FINDS THAT THEY DEMONSTRATE A REASONABLE INTERPRATION OF THE POLICY. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

Distinguished Service Award Recipient Decision:

The Board considered recommendations for the Board's Distinguished Service Award for 2024. Former Trustee Sam Barnes, who retired from the Board in 2023, will be automatically recognized this year.

In the instance of a Trustee retiree, two Distinguished Service Awards may be given in the same year. Prior to this Board meeting, those being considered for the second award included:

- Frank Dick
- Martha Petry
- Phil Moilanen
- Ric Walton

MOTION BY TRUSTEE HEINS TO APPROVE SAM BARNES AND MARTHA PETRY AS THE 2024 RECIPIENTS OF THE BOARD'S DISTINGUISHED SERVICE AWARDS. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

Crockett Award Recipient Decision:

The Board considered the Foundation's nominee for the Board's Ethelene Jones-Crockett Award for 2024, Mayor Daniel J. Mahoney.

MOTION BY VICE-CHAIRPERSON PATTERSON TO APPROVE MAYOR DANIEL J. MAHONEY AS THE 2024 RECIPIENT OF THE BOARD'S ETHELENE JONES-CROCKETT AWARD. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

Trustee Presenters for Commencement:

The Board chose the following Trustee presenters at the 2024 ceremony for the following:

1. Distinguished Service Award recipients for 2024:
 - Sam Barnes – Trustee Heins will present.
 - Martha Petry – Trustee Lake will present.
2. Ethelene Jones-Crockett Award recipient for 2024
 - Mayor Daniel J. Mahoney – Trustee Simpson will present.

CONSENT / REQUIRED APPROVAL AGENDA

Resolution for Bond Refinancing:

Following the Board's adoption on 10.16.23 of the Bond Resolution authorizing the pursuit to refinance the 2014 refunding bonds, they considered the resolution for the Board to ratify and affirm the acceptance of Piper Sandler & Co.'s offer to purchase the bonds.

CEO Phelan explained that refinancing does not affect the bond rating.

MOTION BY VICE-CHAIRPERSON PATTERSON TO RATIFY AND AFFIRM THE ACCEPTANCE OF PIPER SANDLER & CO.'S OFFER TO PURCHASE THE 2014

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

Jackson College, Michigan (the "Issuer")

A regular meeting of the board of trustees of the Issuer (the "Board") was held in the Boardroom of Jackson College, within the boundaries of the Issuer, on the 12th day of February, 2024, at 6:30 o'clock in the p.m. (the "Meeting").

The Meeting was called to order by John M. Crist, Chairperson.

Present: Trustees John M. Crist, Sheila A. Patterson, Matthew R. Heins,
Donna L. Lake, and Christopher A. Simpson

Absent: Trustees Teshna Thomas, Philip E. Hoffman

The following preamble and resolution were offered by Trustee John M. Crist and supported by Trustee Sheila A. Patterson:

WHEREAS:

1. By resolution adopted on October 16, 2023 (the "Bond Resolution"), this Board authorized the issuance of not to exceed Five Million Five Hundred Thousand Dollars (\$5,500,000) 2024 Refunding Bonds (General Obligation - Limited Tax) (the "Bonds") for the purpose of refunding that portion of the Issuer's 2014 Refunding Bonds which are callable on or after May 1, 2024, and are due and payable May 1, 2025 through May 1, 2030, inclusive (the "Refunded Bonds").

2. In the Bond Resolution, the Issuer authorized the President, Chief Financial Officer or Director of Finance (each an "Authorized Officer") to accept a bid on behalf of this Board for the sale of the Bonds within the parameters set forth in the Bond Resolution.

3. On Wednesday, January 24, 2024, the Issuer received eight (8) bids for the purchase of the Bonds, which were presented to an Authorized Officer for consideration.

4. Based upon the written recommendation of the Issuer's financial consulting firm, an Authorized Officer accepted the offer of Piper Sandler & Co. (the "Purchaser") to purchase the Bonds pursuant to the authority delegated in the Bond Resolution, and the Board desires to ratify and affirm the acceptance of the offer.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Authorized Officer's acceptance of the Purchaser's offer to purchase the Bonds at a purchase price of \$5,296,446.04, which is the par value of the Bonds, plus an original issue premium of \$356,702.35, less the Underwriter's discount of \$25,256.31 is hereby ratified and affirmed. The Bonds shall be issued in the aggregate principal amount of \$4,965,000 and designated 2024 Refunding Bonds (General Obligation - Limited Tax).

2. The Bonds shall be dated February 15, 2024, and shall mature on May 1 of the years 2025 to 2029, inclusive, on which interest is payable commencing November 1, 2024 and semi-annually thereafter on May 1 and November 1 at the rate and in the principal amounts set

forth in Exhibit A. The Bonds shall be initially offered to the public at the initial offering yields as set forth in Exhibit A hereto.

3. Bonds of this issue are not subject to redemption prior to maturity.

4. Blank Bonds with the manual or facsimile signatures of the Chairperson and Vice Chairperson affixed thereto, shall, at the direction of bond counsel and as necessary, be delivered to the Paying Agent for safekeeping to be used for registration and transfer of ownership.

The Bonds are registered as to principal and interest and are transferable as provided in the Bond Resolution only upon the books of the Issuer kept for that purpose by the Paying Agent, by the registered owner thereof in person or by an agent of the owner duly authorized in writing, upon the surrender of the Bond together with a written instrument of transfer satisfactory to the Paying Agent duly executed by the registered owner or agent thereof and thereupon a new Bond or Bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the Bond Resolution, and upon payment of the charges, if any, therein provided. The Bonds are issuable in denominations of \$5,000, or any integral multiple thereof, not exceeding the aggregate principal amount for each maturity.

If any Bond shall become mutilated, the Issuer, at the expense of the holder of the Bonds, shall furnish or cause to be furnished, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution of the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft and indemnity may be submitted to the Paying Agent, and if satisfactory to the Paying Agent and the Issuer, the Issuer at the expense of the owner, shall furnish or cause to be furnished, and the Paying Agent shall authenticate and deliver a new Bond of like tenor and bearing the statement required by Act 354, Public Acts of Michigan, 1972, as amended, being sections 129.131 to 129.134, inclusive, of the Michigan Compiled Laws, or any applicable law hereafter enacted, in lieu of and in substitution of the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

5. The Huntington National Bank, Grand Rapids, Michigan, is hereby approved as Escrow Agent under the proposed Escrow Agreement (the "Escrow Agreement") presented to the Board. The Escrow Agreement providing for payment and redemption of the Refunded Bonds is hereby approved. The Chairperson or Vice Chairperson shall execute and deliver the Escrow Agreement substantially in the form presented to the Board with such changes and completions as shall be necessary as determined by Thrun Law Firm, P.C., in order to accomplish refunding the Refunded Bonds in accordance with the law and the Bond Resolution. The Escrow Agent is further authorized to act as the Issuer's Agent, an attorney-in-fact for the purpose of acquiring on behalf of the Issuer the federal securities, if necessary, as defined in the Escrow Agreement to meet the Board's obligations under the Escrow Agreement.

6. Upon delivery of the Bonds, the accrued interest, if any, shall be deposited in the Debt Retirement Fund for the Bonds and the balance of the Bond proceeds shall be used as follows:

A. The approximate sum of \$78,982.04 shall be used to pay the cost of issuance of the Bonds, and any balance remaining from that sum shall be deposited in the Debt Retirement Fund for the Bonds.

B. The sum of \$5,217,464.00 from the Bonds, together with funds on hand from the Issuer's General Fund Account in the amount of \$109,200.00, shall be paid to the Escrow Agent and then invested by it as provided in the Bond Resolution and Exhibit C of the Escrow Agreement for payment of principal and interest on the Refunded Bonds. Any funds from the Bond proceeds not used for the Escrow Account shall be deposited in the Debt Retirement Fund for the Bonds.

7. The Issuer hereby designates the Bonds of this issue as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended; provided, however, that to the extent the Prior Bonds were designated by the Issuer as a "qualified tax-exempt obligation" and provided that the other conditions required by the Code to deem all or a portion of the Bonds as designated as "qualified tax-exempt obligations" are satisfied, then only that portion of the par amount of the Bonds that exceeds the par amount of the Prior Bonds are hereby designated as "qualified tax-exempt obligations" under this paragraph and the remaining portion of the Bonds are deemed designated as "qualified tax-exempt obligations." In making said designation, the Board determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which issue obligations on behalf of the Issuer during calendar year 2024 will not exceed \$10,000,000, excluding only those tax-exempt obligations as permitted by Section 265(b)(3)(C)(ii) of the Code.

8. The Chairperson and Vice Chairperson are hereby authorized to provide the Bonds in conformity with the specifications of this resolution by causing their manual or facsimile signatures to be affixed thereto, and upon the manual execution by the authorized signatory of the Paying Agent, the administration of the Issuer be and is hereby authorized and directed to cause said Bonds to be delivered to the Purchaser upon receipt of the purchase price and accrued interest, if any.

9. The Preliminary Official Statement, dated January 12, 2024, is deemed final for purposes of SEC Rule 15c2-12(b)(1), relating to the Bonds and its use and distribution by the Underwriter is hereby authorized, approved and confirmed.

10. An Authorized Officer is authorized and directed to execute and deliver the final Official Statement on behalf of the Issuer. An Authorized Officer is further authorized to approve, execute and deliver any amendments and supplements to the final Official Statement necessary to assure that the statements therein are true, as of the time the Bonds are delivered to the Underwriter, and that it does not contain any untrue statement of a material fact and does not omit to state a material fact necessary in order to make the statements, in light of the circumstances under which they were made, not misleading. An Authorized Officer is further authorized to execute a Certificate of Issuer to enable the Underwriter to comply with Rule 15c2-12 under the Securities and Exchange Act of 1934 in connection with the offering and sale of the Bonds. In the absence of an Authorized Officer, the Chairperson may execute the above documents.

11. The Chairperson, Vice Chairperson, President, Chief Financial Officer or the Director of Finance, and/or all other officers, agents and representatives of the Issuer and each of

them shall execute, issue and deliver any certificates, statements, warranties, representations, or documents necessary to effect the purposes of this resolution or the Bonds.

12. The officers, agents and employees of the Issuer are authorized to take all other actions necessary and convenient to facilitate sale and delivery of the Bonds.

13. The Issuer hereby appoints The Huntington National Bank, Grand Rapids, Michigan, as Paying Agent-Bond Registrar and directs an Authorized Officer to execute for and on behalf of the Issuer a Paying Agent-Bond Registrar Agreement.

14. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

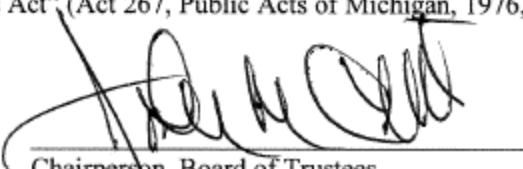
Ayes: Trustees John M. Crist, Sheila A. Patterson, Matthew R. Heins,
Donna L. Lake, and Christopher A. Simpson

Nays: Trustees None

Resolution declared adopted.


Chairperson, Board of Trustees

The undersigned duly qualified and acting Chairperson of the Board of Trustees of Jackson College, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).


Chairperson, Board of Trustees

CJI/keh

Consideration of JPEC Board Member Nomination:

The Board reviewed the JPEC Academy Board's nomination of Billie Dawson to serve as a new member of the JPEC Board of Governors. Billie noted her name change following her recent marriage, changing her last name to Rajzer. Rajzer introduced herself and explained her reason for interest in JPEC's Board of Governors. The Board thanked her for her interest in serving and welcomed her.

MOTION BY TRUSTEE HEINS APPROVE BILLIE RAJZER TO SERVE AS A NEW MEMBER OF THE JPEC BOARD OF GOVERNORS. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

MONITORING CEO PERFORMANCE

MONITORING CEO PERFORMANCE: EL-01 Treatment of Learners – Evidence Review

CEO Phelan presented the evidence (i.e., monitoring report) for Policy EL-01 Treatment of Learners indicating Full Compliance according to his previously approved interpretations. Trustee Simpson shared his appreciation of the links in the report that allow Trustees to conveniently review items of evidence more fulsomely as needed.

MOTION BY VICE-CHAIRPERSON PATTERSON THAT THE BOARD HAS ASSESSED THE MONITORING REPORT FOR POLICY EL-01 TREATMENT OF LEARNERS AND FINDS THAT IT DEMONSTRATES COMPLIANCE WITH A REASONABLE INTERPRETATION OF THE POLICY. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

MONITORING CEO PERFORMANCE: EL-02 Treatment of Staff – Evidence Review:
CEO Phelan presented the evidence (i.e., monitoring report) for Policy EL-02 Treatment of Staff indicating Full Compliance according to his previously approved interpretations. He highlighted the engagement with Vector Solutions that should be in affect any day now and will be communicated out to the employees. This will provide anonymous and advanced offerings to employees and students, with the feedback going directly to the College's attorney. The equally anonymous service of Tipline 411 will remain in effect as well, which is used by students primarily, but remains relevant. He thanked Dr. Clevester Moten and Jennifer Dobbs for their work toward the PACE Surveys results. He also noted the increase of 300% in professional development for the year.

MOTION BY TRUSTEE LAKE THAT THE BOARD HAS ASSESSED THE MONITORING REPORT FOR POLICY EL-02 TREATMENT OF STAFF AND FINDS THAT IT DEMONSTRATES COMPLIANCE WITH A REASONABLE INTERPRETATION OF THE POLICY. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, PATTERSON, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

MONITORING CEO PERFORMANCE: EL-10 Access to Education – Evidence Review:
CEO Phelan presented the evidence (i.e., monitoring report) for Policy EL-10 Access to Education indicating Full Compliance according to his previously approved interpretations. He thanked Ashely Van Heest, Dr. Todd Butler, Justin Gaeta, Dan Sullivan, and Cindy Allen for their work on the report. He emphasized the impact of credit for prior learning in keeping with the Governor's initiative if 60% by 2030. He also described how courses that are dropped are either taught out for students or placated with partnerships at other community colleges.

MOTION BY TRUSTEE LAKE THAT THE BOARD HAS ASSESSED THE MONITORING REPORT FOR POLICY EL-10 ACCESS TO EDUCATION AND FINDS THAT IT DEMONSTRATES COMPLIANCE WITH A REASONABLE

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

MONITORING CEO PERFORMANCE: CEO Monitoring Compliance Schedule & Summary:

CEO Phelan provided an update on reports presented to the Board over the preceding 12 months with the compliance status noted. He also provided a schedule of policy, interpretation, and evidence reviews for calendar year 2024, along with the schedule for the Trustee's policy pre-review process.

Chairperson Crist thanked the Board for their participation. Discussion of Board members participating and voting remotely ensued, which may be a possibility in the future via pending legislation.

MONITORING BOARD PERFORMANCE

MONITORING BOARD PERFORMANCE: GP-14 Handling Operational Complaints – Survey Results Review:

Chairperson Crist presented the aggregate responses from Board members to a Self-Evaluation Survey of GP-14 Handling Operational Complaints. Compliance was mutually agreed upon.

Chairperson Crist described for Trustee Simpson that when there is an obvious split in opinion reflected in the survey results, discussions may ensue at the Board meeting in which the surveys are presented, as well as at a future Board meeting and/or Board Planning Session as needed.

MONITORING BOARD PERFORMANCE: GP-15 Handling Alleged Policy Violations – Survey Results Review:

Chairperson Crist presented the aggregate responses from Board members to a Self-Evaluation Survey of GP-15 Handling Alleged Policy Violations. Compliance was mutually agreed upon.

Chairperson Crist pointed out that the matter of a mistaken pay out of CEO Phelan's long-term care account was fully resolved in October of 2022.

INFORMATION REQUEST BY THE BOARD

FY'24 Q2 Financial Statement:

CEO Phelan invited John Globoker to present the FY 2024 Q2 Financial Report for the Board's review. He highlighted the following:

- There has been a change in the way of reporting financials, now represented as more of a cash alignment basis, which are reviewed daily. It does not have the smoothing effect of funds across time as previously followed.
- It has been a strong enrollment year, with BCH goals surpassed for Spring 2024.

- 75% of property tax has been received thus far.
- A balance of 8 payments from state funding remains to be received (3 of 11 have been received).
- The College's engagement of CampusWorks for Process Reimagine and Redesign (PRR) implementation, project management, and FAFSA assistance will have an impact on augmented expenses.
- The College is sitting well on the general fund.
- Globoker explained the new methodology for reporting in the graphs.
- Housing is now at 140, down from 300, which is being closely observed.
- The College is in a healthy cash position for the present and long-term.
- Globoker thanked AJ Fischer for his work in creating the financial reports.

Chairperson Crist noted that the investment in the external investigation will have an impact on the financials. CEO Phelan thanked John Globoker for his leadership.

JC Website: Board Contact Information Follow-up:

At the 01.08.24 regular meeting of the Jackson College Board of Trustees, Vice Chairperson Patterson requested explanations for the following, which were offered at this Board meeting.

1. How does the link on the College's website to Trustee contact information function?
2. Historically, how has Trustee contact information been shared on the College's website?
3. Is it legally advisable for any email address of a Trustee's choosing, not just a Trustee's jccmi.edu email address, to be linked to the JC website?

Also at the 01.08.24 Board meeting, Vice Chairperson Patterson described that emails she had previously been able to view in her jccmi.edu email inbox appeared to be missing. Following her download of the Outlook app to her iPad, the software/device syncing issue was completely resolved.

Vice-Chairperson Patterson described her perspective of how the public should be able to contact the Trustees. Trustee Simpson asked for his contact information to be added to the website. It will remain an option for Trustees to elect, or not elect, to include their direct contact information on the website.

Next Board Meeting Topics – 03.11.24:

CEO Phelan provided the members with a portend of items that are to come at the 03.11.24, Jackson College Board of Trustees Meeting and took agenda suggestions.

Below are currently anticipated topics:

- Policy Review: EL-12 Land Use
- Policy Review: GP-02 Board Job Contributions
- Policy Review: GP-04 Role of Board Chair
- Policy Review: GP-10 Investment in Governance

- Policy Review: BCD-00 Global Board Management Delegation
- Interpretations Review: EL-12 Land Use
- Evidence Review: EL-11 Entrepreneurial Activity
- CEO Monitoring Compliance Schedule & Summary
- Board Survey Review: GP-00 Governance Commitment
- Board Survey Review: GP-01 Governing Style
- Board Survey Review: BCD-06 CEO Compensation
- Consideration of the JC Foundation Board of Directors Vacancy
- Adrian Property Sale Agreement
- General External Investigation Update (to include expenditures incurred thus far) - Requested by Trustee Heins

CEO Phelan described how the College is seeking to improve the level of support JC provides to the Adrian community via the sale of the property that is aging and in need of focused maintenance beyond what JC can provide. The sale will allow JC to lease portions of the property and free up deferred maintenance resources for investment in growing Adrian enrollment. He thanked Ashley Van Heest for her work with these efforts.

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

Principles of Policy Governance:

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

MEETING CONTENT REVIEW

Trustees expressed that the content was sufficient.

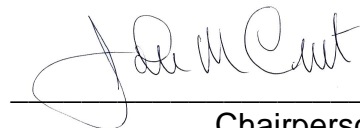
ADJOURN

MOTION BY TRUSTEE LAKE “To adjourn.”

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

Meeting Adjourned at 7:49pm ET.

The foregoing minutes for the Regular Meeting of the Board of Trustees held on Monday, February 12, 2024 were approved at the Regular Meeting of the Board of Trustees on Monday, March 11, 2024.


Chairperson