



REGULAR MEETING OF THE BOARD OF TRUSTEES

Jackson College

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

02.13.23

The Regular Meeting of the Board of Trustees of Jackson College was held on Monday, 02.13.23, 6:30pm, at the Central Campus of Jackson College, George E. Potter Center, 2nd Floor, Boardroom.

Board Members Present: Chairman John Crist, Vice-Chairwoman Sheila Patterson, Trustee Donna Lake, Trustee Sam Barnes, Trustee Matt Heins, Trustee Philip Hoffman, and Trustee Christopher Simpson

Board Member Excused Absence: None

Others Present Include: Dr. Daniel Phelan, Ms. Cindy Allen, Mr. John Globoker, Mr. Doug Yenor, Mr. Jeremy Frew, Ms. Kelly Crum, Ms. Ashley Van Heest, Mr. Jesse Wallenfang, Mr. Dan Casillo, Ms. Crystal Miller, Ms. Patricia Laurence

Chairperson John Crist called the meeting to order at 6:31PM Eastern Standard Time.

NEWLY-ELECTED TRUSTEE ATTESTATION

In November 2022, Mr. Christopher A. Simpson and Mr. Philip E. Hoffman were elected by Jackson County to serve 6-year terms as members of the Jackson College Board of Trustees. Their written Board Member Acceptance of Office and Oath of Office were fully executed and submitted to the Jackson County Elections Director on 11.22.22.

At this meeting, both newly-elected Trustees expressed their commitment to the Board's Code of Conduct and verbally attested to the Oath of Office which was administered by Board Chairman Crist.

ADOPTION OF MINUTES

The draft minutes of the Regular Meeting of the Board of Trustees on 01.09.23 were 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:

Dan Casillo addressed the Board in support of Ron Douglas's nomination for the 2023 Distinguished Service Award, highlighting more than 58 years of service through his teaching and retirement, organizing community musical organizations, and the lasting legacy of his former students still teaching and performing in the Jackson area.

CEO COMMENTS:

Dr. Daniel Phelan presented the Board with materials for their review ahead of their annual retreat including the book *Trusteeship in Community Colleges: A Guide for Effective Governance* from ACCT and an updated white sheet with the Governor's budget recommendations from MCCA. Dr. Phelan also thanked Jesse Wallenfang for filling in for Keith Book to support the Board.

BOARD COMMENTS:

Vice Chairwoman Patterson reported on her recent conversation with a Jackson College alumna who will be returning to campus to teach for the Dental Hygiene program. Trustee Lake and Chair Crist praised the recent Sportsman Banquet and Spirit of the Sixties show that were both held on campus last weekend.

Chairperson Crist and Trustee Simpson reported out on their recent attendance in Washington, DC at the ACCT National Legislative Summit and meetings with legislators.

LINKAGE COMMITTEE STATUS:

None

ITEMS FOR DECISION

GOVERNANCE PROCESS ITEMS: GP-01 Governing Style – Policy Review:
Policy GP-01 was considered by the Board for its regularly scheduled review.

MOTION BY TRUSTEE HEINS TO APPROVE POLICY GP-01 GOVERNING STYLE WITHOUT AMENDMENTS. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, LAKE, BARNES, HOFFMAN, CRIST, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

GOVERNANCE PROCESS ITEMS: BCD-06 President Compensation – Policy Review:
Policy BCD-06 was considered by the Board for its regularly scheduled review.

MOTION BY TRUSTEE HEINS TO APPROVE POLICY BCD-06 PRESIDENT COMPENSATION WITHOUT AMENDMENTS. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, LAKE, BARNES, HOFFMAN, CRIST, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

EXECUTIVE LIMITATIONS ITEMS: EL-11 Entrepreneurial Activity – Policy Review:
Policy EL-11 was considered by the Board for its regularly scheduled review.

MOTION BY VICE CHAIRPERSON PATTERSON TO APPROVE POLICY EL-11 ENTREPRENEURIAL ACTIVITY WITHOUT AMENDMENTS. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, LAKE, BARNES, HOFFMAN, CRIST, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

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

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

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

CONSENT / REQUIRED APPROVAL AGENDA

DISTINGUISHED SERVICE AWARD NOMINATIONS:

Discussion of nominees for the Board's Distinguished Service Award for 2023 ensued. It was noted that former Trustee Ed Mathein's retirement will require an additional award for 2023 in accordance with Board policies.

MOTION BY TRUSTEE HOFFMAN TO AUTHORIZE DR. EDWARD MATHEIN AS THE RECIPIENT OF THE BOARD'S DISTINGUISHED SERVICE AWARD FOR 2023. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, LAKE, BARNES, HOFFMAN, CRIST, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

MOTION BY TRUSTEE LAKE TO RON DOUGLAS AS THE RECIPIENT OF THE BOARD'S DISTINGUISHED SERVICE AWARD FOR 2023. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, LAKE, BARNES, HOFFMAN, CRIST, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

CROCKETT AWARD NOMINATIONS:

The Board considered the Jackson College Foundation's nominee for the Board's Crockett Award for 2023 – Tom and Nancy Evanson. Trustee Simpson noted that preparation of award materials and communications may need additional prudence as there is typically a single recipient for the Crockett Award.

MOTION BY TRUSTEE LAKE TO AUTHORIZE TOM AND NANCY EVANSON AS THE RECIPIENTS OF THE BOARD'S CROCKETT AWARD FOR 2023. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, LAKE, BARNES,

HOFFMAN, CRIST, AND SIMPSON VOTING AYE. MOTION PASSED UNANIMOUSLY.

TRUSTEE PRESENTERS FOR COMMENCEMENT:

The Board considered who among them would present the Distinguished Service Award and the Crockett Award at the 2023 commencement ceremony. Trustee Hoffman volunteered to present the Distinguished Service Award to retired Trustee Mathein, Vice Chairperson Patterson volunteered to present the Distinguished Service Award to Ron Douglas, and Trustee Lake volunteered to present the Crockett Award to Tom and Nancy Evanson.

MONITORING CEO PERFORMANCE

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.

MOTION BY TRUSTEE SIMPSON 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 HEINS, PATTERSON, LAKE, BARNES, HOFFMAN, CRIST, 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 2023.

MONITORING BOARD PERFORMANCE

MONITORING BOARD PERFORMANCE: GP-11 Board Linkage with Ownership:

CEO Phelan presented the aggregate responses from Board members to a Self-Evaluation Survey of GP-11 Board Linkage with Ownership. Brief discussion ensued as full compliance was mutually agreed upon.

MONITORING BOARD PERFORMANCE: GP-14 Handling Operational Complaints:

CEO Phelan presented the aggregate responses from Board members to a Self-Evaluation Survey of GP-14 Handling Operational Complaints. Brief discussion ensued as full compliance was mutually agreed upon.

MONITORING BOARD PERFORMANCE: GP-15 Handling Alleged Policy Violations:

Chairman Crist presented the aggregate responses from Board members to a Self-Evaluation Survey of GP-15 Handling Alleged Policy Violations. Brief discussion ensued as full compliance was mutually agreed upon.

INFORMATION REQUEST BY THE BOARD

Special Audit Report Review:

At the request of the Board, and based upon recommendations of the Board's Audit Committee, the special audit documents were presented to the Board for their review. Discussion ensued. Audit Committee members appreciated the work of Plante Moran in undertaking the work, and noted that they were satisfied with the outcome of the audit.

Next Board Meeting Topics – March 13, 2023:

President Phelan provided the members a portend of items that are to come at the 3.13.23, Jackson College Board of Trustees Meeting and took agenda suggestions.

Below are the currently anticipated topics:

- Policy & Interpretations 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
- Evidence Review: EL-11 Entrepreneurial Activity
- Survey Results Review: GP-01 Governing Style
- Survey Results Review: BCD-06 President Compensation
- Board Consideration: Spring Planning Session Agenda

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

Principles of Policy Governance:

Members noted that, in their view, the meeting went per plan utilizing the 10 principles of Policy Governance.

MEETING CONTENT REVIEW

Trustees expressed that the content was sufficient.

ADJOURN

MOTION BY TRUSTEE HOFFMAN "To adjourn."

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

Meeting Adjourned at 7:06pm ET.

The foregoing minutes for the regular meeting of the Board of Trustees held on Monday, February 13, 2023 were approved at the regular meeting of the Board of Trustees on Monday, March 13, 2023.



Chairperson