

REGULAR MEETING OF THE BOARD OF TRUSTEES
Jackson College – Clyde LeTarte Center
Hillsdale, Michigan
August 13, 2018

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, August 13, 2018 at Jackson College's Clyde LeTarte Campus, located at 3120 W. Carleton Road, Hillsdale, 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, Dr. Kate Thirolf, Jolene Chapman, Theresa Choate, Darlene Lopresto, Holly Clark, Dotty Karkheck, Amanda Janes, Kelly Chambers, Nicole Huepenbecker, Tennille Fenstermaker and Chris Kimball.

COMMUNICATIONS

Visitor Comments

There were no visitor comments.

Board Comments

Trustee Lake commented on the wonderful experience she had attending the Free College Day hosted by the College. Trustee Hoffman commented on his positive experience attending the Health Wise event.

Consideration of Minutes

The minutes of the regular Board meeting on July 9, 2018 and Board Retreat Minutes of July 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.

College Feature

Amanda Janes, Hillsdale Center Coordinator provided brief updates on the LeTarte Center.

ENDS PERFORMANCE MONITORING REPORT

Community and Economic Development Board Monitoring Report

Jason Valente, President of the Jackson College Foundation, and Vice President for Advancement at Jackson College, presented the Community and Economic Development Board Monitoring Report together with 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.iccm.edu/institutional-research/performance-monitoring/>

ACTION ITEMS

Second Reading: Monitoring Presidential Performance and Policy Governance
President Phelan presented the Monitoring Presidential Performance and Policy Governance policies. **MOTION BY TRUSTEE CRIST** "To approve the Monitoring Presidential Performance and Policy Governance policies." **MOTION PASSED UNANIMOUSLY.**

INFORMATION ITEMS

Board Policy First Reading Items: Delegation to the President, President's Job Description and By-Laws

The Delegation to the President, President's Job Description and By-Laws policies were presented for the Board's first consideration. The policies were moved to second reading consideration.

President's Report

President Phelan presented an overview of the Careers Act and shared upcoming College events.

CLOSED SESSION

As provided by Public Act §15.268, Section 8, sub-sections (a) to consider a periodic personnel evaluation of a public officer. **MOTION BY TRUSTEE HOFFMAN** "To move into closed session for the purpose of discussing the President's performance." **ROLL CALL VOTE: TRUSTEES HOFFMAN, PATTERSON, CRIST, BARNES, HEINS, MATHEIN AND LAKE VOTING AYE, MOTION PASSED UNANIMOUSLY,** The Board moved into closed session at 7:21PM.

MOTION BY TRUSTEE HOFFMAN "To move back into open session", **TRUSTEES HOFFMAN, PATTERSON, CRIST, BARNES, HEINS, MATHEIN AND LAKE VOTING AYE. MOTION PASSED UNANIMOUSLY.** The Board reconvened to open session at 7:42PM.

ACTION ITEM

Consideration of President's Contract

The Board Chairman commented that there is no action needed given that the President has an evergreen contract. **MOTION BY TRUSTEE CRIST** "To provide a one-time bonus of 10% of President Phelan's base salary. Following discussion, Trustee Crist withdrew the motion. The Board agreed to take time to reflect on possible ways to recognize the work of the President over the past year, and bring forward recommendations next month for consideration.

ADJOURN

MOTION BY TRUSTEE HOFFMAN "To adjourn." **MOTION PASSED UNANIMOUSLY,** Meeting adjourned at 7:49PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, August 13, 2018 were approved at the regular meeting of the Board held on September 10, 2018.

Sheila Patterson

Secretary

Samuel R. Barnes

Chairman