REGULAR MEETING OF THE BOARD OF TRUSTEES
Jackson College
Central Campus, Potter Center Boardroom
09.08.25

The Regular Meeting of the Board of Trustees of Jackson College was held on Monday, 09.08.25, 6:30PM, at the Central Campus of Jackson College, Potter Center Boardroom.

Board Members Present: Trustee Matt Heins, Chairwoman Sheila Patterson, Trustee Christopher Simpson, and Trustee Teshna Thomas

Board Member Absence: Trustee Philip Hoffman, Vice-Chairwoman Donna Lake, and Trustee Danielle Mackey

Others Present Include: Dr. Daniel Phelan, Keith Everett Book, Sandy DiCesare, Niki Meyers, Brendon Beer, Cindy Allen, Dan Bickel, Jason Valente, Julie Hand, Mark Ott, and Michael Desnoyer.

Chairwoman Sheila Patterson called the meeting to order at 6:30PM Eastern Daylight Savings Time.

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

COMMUNICATIONS
PUBLIC COMMENTS:
Chairwoman Patterson 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).

Summary of Public Comments:

- Sandy DeCesare described workplace targeting and bullying.

BOARD COMMENTS & CEO REPORT:

CEO Phelan provided the CEO Report regarding on-going impacts of the One Big Beautiful Bill Act (OBBBA) on the Board's ENDS, as well as legislature, community college, and Jackson College updates.

He shared with the Board that Jackson College is proud to be one of 55 colleges selected to join the ASPEN expanded Unlocking Opportunity network. Over the next three years, JC will work with Aspen and peer institutions to strengthen programs and advising that lead to degrees, good jobs, and transfer opportunities for our students. This partnership allows JC to adopt proven reforms aligned with regional workforce needs and share best practices with other colleges nationwide.

CEO Phelan also highlighted Challenge Day at Jackson College, progress on the JC Medical Simulation Center (ribbon cutting 10.13.25), and the same on the JC Applied Technology Center (ribbon cutting 01.12.26).

He concluded his update by introducing both the new JC CFO, Michael Desnoyer, and CAO / Provost, Dr. Benjamin Valdez.

EXCELLENCE MINUTE – Alumna Niki Meyers
Recent Jackson College graduate, Niki Meyers, with 3 associate degrees and 2 certificates, shared her inspired journey at Jackson College that started the Winter of 2021.

OWNERSHIP LINKAGE
An Ownership Linkage meeting with Accelerate Jackson is in process for 10.13.25 at 2:30PM for a 60-90 minutes meeting. Henry Ford Jackson Hospital Board linkage is targeted for November, with date pending.

As of the 08.11.25 Board meeting, Vice-Chairwoman Lake is planning to participate and facilitate the Accelerate Jackson OL opportunity.

CONSENT / REQUIRED APPROVAL AGENDA
Prior to the meeting, Board members individually reviewed the minutes of the most recent regular meeting dated 08.11.25 in consideration for placement into the formal record of the Jackson College Board of Trustees.

Additionally, policy pre-review Trustees and CEO Phelan recommended updates to Executive Limitation policies EL-01 and EL-02 in accordance with the State Attorney General's 07.29.25 memo.

CEO Phelan's updated interpretations for EL-01 and EL-02 were also provided for the Board's consideration.

For their regular reviews, the Board reviewed Board / CEO Delegation policy BCD-01 and Governance Process policies GP-05 and GP-08. Policy pre-review Trustees of these policies (Chairwoman Patterson, Trustee Hoffman and Trustee Mackey) did not recommend any changes to these policies at this time.

Lastly, the Board considered the special license application for the JC Annual Reverse Raffle on 11.08.25 and Sportsman Banquet on 02.14.26.

MOTION BY CHAIRWOMAN PATTERSON TO APPROVE POLICY EL-01 TREATMENT OF LEARNERS AND POLICY EL-02 TREATMENT OF STAFF AS AMENDED; AND APPROVE POLICY BCD-01 UNITY OF CONTROL, GP-05 ROLE OF VICE CHAIR, AND GP-08 BOARD & COMMITTEE EXPENSES WITHOUT AMENDMENT; AND APPROVE THE SPECIAL LICENSE APPLICATION FOR THE JC ANNUAL REVERSE RAFFLE ON 11.08.25 AND SPORTSMAN BANQUET ON 02.14.26. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, SIMPSON, AND THOMAS VOTING AYE. MOTION PASSED UNANIMOUSLY.

MONITORING CEO PERFORMANCE

MONITORING CEO PERFORMANCE: *EN-01 (#4) Board's ENDS – Evidence Review:* CEO Phelan presented the evidence (i.e., monitoring report) for Policy EN-01 (#4) Board's ENDS indicating Full Compliance according to his previously approved interpretations.

MOTION BY CHAIRWOMAN PATTERSON THAT THE BOARD HAS ASSESSED THE MONITORING REPORT FOR POLICY EN-01 (#4) BOARD'S ENDS AND FINDS THAT IT DEMONSTRATES COMPLIANCE WITH A REASONABLE INTERPRETATION OF THE POLICY. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, SIMPSON AND THOMAS 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 – (all are fully compliant).

INFORMATION REQUESTED BY THE BOARD

FEDERAL SPOTLIGHT: One Big Beautiful Bill
Each month CEO Phelan will provide a brief spotlight on a particular Federal issue. This month, he offered updates on the Big Beautiful Bill (OBBBA).

The OBBBA is a wide-ranging budget reconciliation measure that reshapes higher education finance, student aid, and program accountability. For Jackson College, the bill reshapes access, affordability, and accountability for our students and programs.

As a Policy Governance Board, the JC Board's fiduciary concern is in how these statutory changes influence student success (ENDS), financial accessibility, and the prudent use of institutional means.

CEO Phelan offered an overview of the key elements that intersect with our mission and the implications for Jackson College and our sector.

CEO Phelan described for Trustee Heins that there will likely be a Continuing Resolution instead of an approved State budget by the 09.30.25 deadline.

COLLEGE FEATURE: Instrumental Activities:
For this month's College Feature, the Board welcomed Jackson College Director of Instrumental Activities / Professor Dan Bickel who shared highlights from recent instrumental activities.

CLOSED SESSION: Collective Bargaining Negotiations
As provided by Public Act 15.268, Section 8, Sub-section (c) for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, CEO Phelan requested a closed hearing at this time for the above purpose as it relates to the contract negotiations with the faculty union.

TRUSTEES VOTED BY ROLL CALL VOTE TO GO INTO A CLOSED HEARING AS IT RELATES TO THE CONTRACT NEGOTIATIONS WITH THE FACULTY UNION: TRUSTEES HEINS, PATTERSON, SIMPSON AND THOMAS VOTING AYE. MOTION PASSED UNANIMOUSLY.

The Board went into a closed session at 7:20PM.

TRUSTEES VOTED BY ROLL CALL VOTE TO ADJOURN THE CLOSED HEARING: TRUSTEES HEINS, PATTERSON, SIMPSON AND THOMAS VOTING AYE. MOTION PASSED UNANIMOUSLY.

The Board adjourned the closed hearing at 7:54PM and returned to the Regular Board Meeting at 7:55PM.

MOTION BY TRUSTEE HEINS TO EXENDED THE CURRENT FACULTY UNION CONTRACT UNTIL 10.31.25. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, PATTERSON, SIMPSON AND THOMAS VOTING AYE. MOTION PASSED UNANIMOUSLY.

Next Regular Board Meeting Topics – October 13, 2025:
Below are currently anticipated topics.

- Medical Simulation Center – Ribbon Cutting (5:00pm)
- Consideration of State Required Best Practices Resolution
- Policy Review: EN-01 (#1-3) Board's ENDS
- Policy Review: EL-00 General Executive Limitations
- Policy Review: EL-13 Use of AI & Machine Learning
- Evidence Review: EN-01 (#5) Board's ENDS
- Evidence Review: EL-01 Treatment of Learners

- Evidence Review: EL-02 Treatment of Employees
- CEO Monitoring Compliance Schedule & Summary
- Federal Spotlight
- FY ’25 Q4 Financial Report
- College Feature: TBD

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. They also reviewed the results of the 08.11.25 Regular Board Meeting Self-Assessment Summary.

MEETING CONTENT REVIEW
No comments.

ADJOURN
MOTION BY TRUSTEE HEINS “To adjourn.”

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

Meeting Adjourned at 8:00PM ET.

The foregoing minutes for the Regular Meeting of the Boad of Trustees held on Monday, September 8, 2025 were approved at the Regular Meeting of the Board of Trustee on Monday, October 13, 2025.

Sheila Patterson
Chairwoman