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(*) Indicates a roll-call item

<p>BOARD OF TRUSTEES MEETING Action & Information Report Board Meeting Date: April 15, 2024</p>



TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANES?</i></p>
<p>7.0 Consent / Required Approval Agenda 7.1 Building Name Reallocation – Maher / Hanger</p> <p><u>BOARD POLICY:</u> EXECUTIVE LIMITATIONS – EL-05 Asset Protection</p>
<p>Description:</p>
<p>With the sale of the previously named W. J. Maher Campus, our Foundation has discussed and received consent to reallocate the W. J. Maher name to the Hanger building on Central Campus. Enclosed is the proposal presented to Peggy Maher (daughter of Willam J. Maher) to rename the Jets Hanger in honor of her father.</p> <p>Per Board and College policy, this requires the approval of the CEO and Board.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Approval of the W. J. Maher name allocation upon the Hanger building.</p>

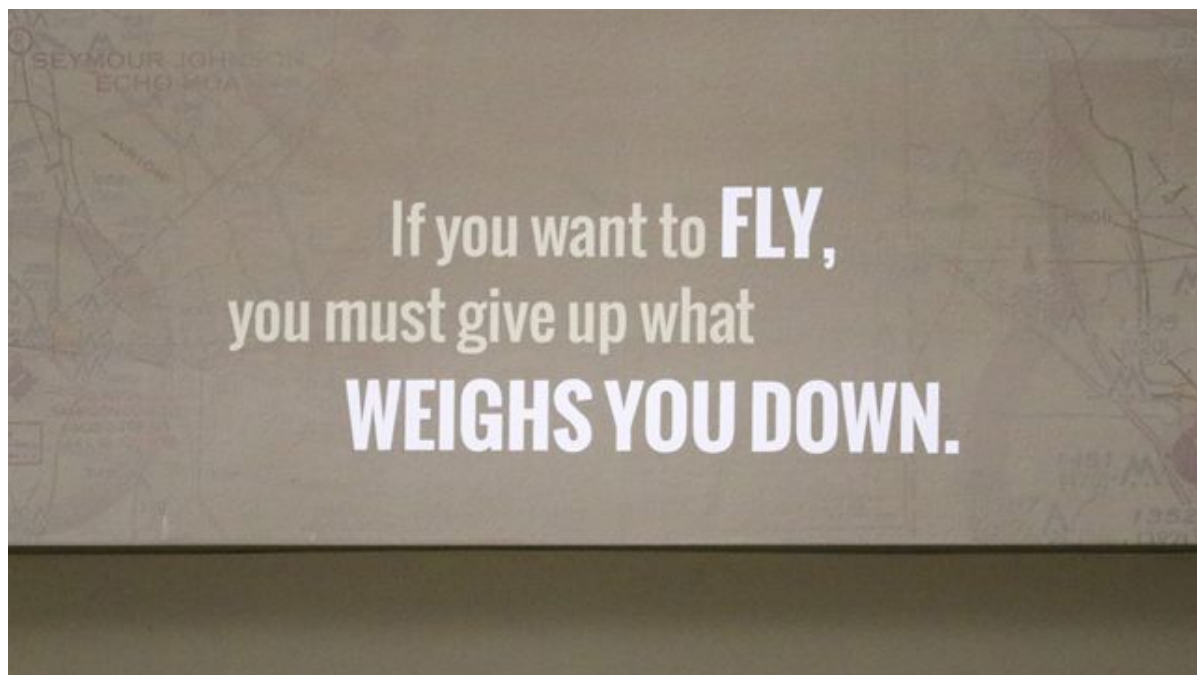


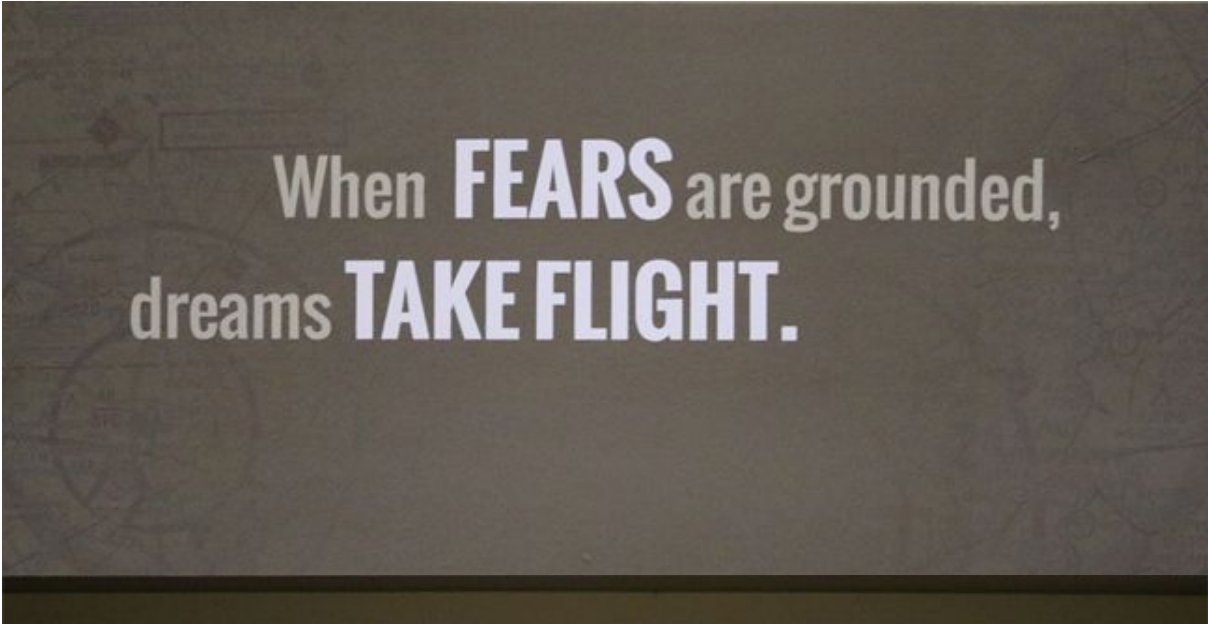
THE W.J. MAHER HANGAR

PROPOSAL

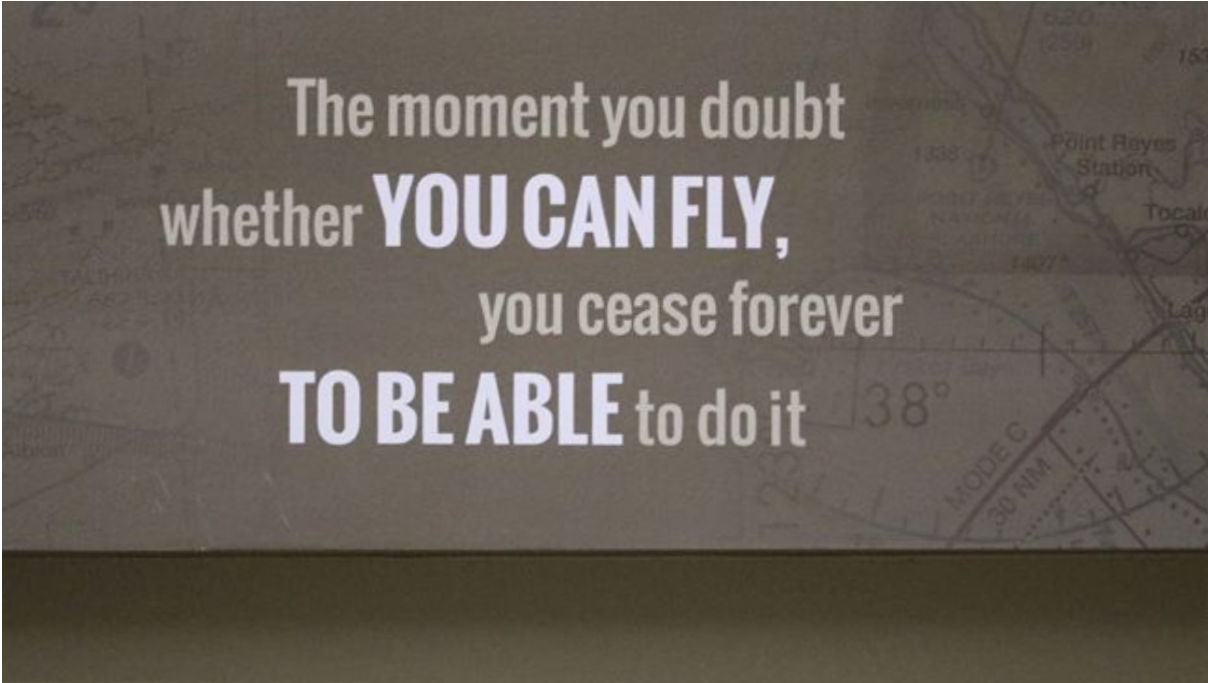
THE W.J. MAHER HANGAR

Aviation related art and quotes
currently run around the
perimeter of The Hangar space.





When **FEARS** are grounded,
dreams **TAKE FLIGHT.**



The moment you doubt
whether **YOU CAN FLY,**
you cease forever
TO BE ABLE to do it

Aircraft, hung from the ceiling, has been painted with Jackson College branding.



6' by 12' banners, depicting JC students and the programs they are pursuing, hang from the ceiling surrounding the aircraft.



W.J. Maher plaque hung by the building
reception desk.



Interior signage displayed on
TV monitors.



Exterior signage at entrance.



Interior storage / display space for memorabilia - shelving / locked cabinet(s).



Students utilize the Hangar on a daily basis for a variety of reasons. Some include but are not limited to: sharing time for recreation (pool, ping pong, life-size chess), food service from Jax Place, relaxing, academics and mailboxes for housing residents.

Outside areas (weather permitting) include: grill space, sand volleyball court, basketball and other games.

The Hangar also houses space for the Jets Esports team.

The Hangar is also used for planned Student Life events that include: movie nights, dances, team building activities and just plain fun!





- William Maher was an alumnus of Jackson Junior College's Civilian Pilots Training Program, 1941.
- He flew for the China National Aviation Corporation (CNAC) in World War II, flying the "hump" through the Himalayas from India to China to supply equipment and fuel to the Flying Tigers, the 14th Air Force and the Chinese Army.
- Served as chair of the JCC Flight Center Advisory Board for more than 20 years.
- Served two terms on the JCC Foundation Board of Directors.
- Raised funds for an original sculpture to be placed in the Aviation Heritage Park at the Jackson County Airport -- Reynolds Field to commemorate Jackson Junior College's Civilian Pilot Training program and honor World War II pilots.
- Flew as corporate pilot and helped organize Zantop Flying Service, one of the largest freight carriers in the country.
- Became president of Air Package, Inc., a successful flying operation at Reynolds Field, from 1954-59.
- Served as a flight instructor training other pilots.
- Was involved with Reynolds Field for 51 years as a student, instructor, owner and operator of aircraft and as owner and lessor of hangar facilities.
- Accumulated flying time in excess of 10,000 hours in the air.

<p>BOARD OF TRUSTEES MEETING Action & Information Report Board Meeting Date: April 15, 2024</p>



TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANES?</i></p>
<p>7.0 Consent / Required Approval Agenda 7.2 Summer Retreat Consideration*</p> <p style="text-align: right;"><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-03 Board Planning Cycle and Agenda Control</p>
<p>Description:</p>
<p>As a follow-up to the discussion held at the Board’s Spring Planning Session regarding the Board’s Summer Retreat Agenda for August 22nd, the Board will decide whether or not to discontinue having a Board Summer Retreat each year going forward.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Decide whether or not to discontinue having a Board Summer Retreat each year.</p>



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>8.0 Monitoring CEO Performance 8.1 EL-12 Land Use – Evidence Review*</p> <p><u>BOARD POLICY:</u> EXECUTIVE LIMITATIONS: EL-12 Land Use</p>
<p>Description:</p>
<p>Enclosed for your review is the evidence (i.e., Monitoring Report) for EL-12 Land Use. You will note that my report indicates <u>full compliance</u> according to previously established and approved interpretations.</p> <p>I will respond to any questions you have about the report.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Board assessment of the report for Policy EL-12 for evidence of full compliance with a reasonable interpretation of the policy.</p>
<p>Action Taken:</p>



Jackson College Board of Trustees

Monitoring Report: EL – 12 Land Use

Report Date: 04.15.24
Report Status: Fully Compliant

Note: Board Policy is indicated in bold typeface throughout the report.

I present this monitoring report to the Jackson College Board of Trustees which addresses the Board's Executive Limitations Policy: "Land Use". I certify that the information contained in herein is true and represents compliance, within a reasonable interpretation of the established policy, unless specifically stated otherwise below. Please note that all of my interpretations of the policy remain unchanged from the previous report, unless otherwise noted.

A handwritten signature in black ink, appearing to read "Daniel J. Phelan".

04.15.24

Daniel J. Phelan, Ph.D.
President and CEO

Date

POLICY STATEMENT:

The CEO shall not allow development of the campus or other College lands in a manner that is inconsistent with the core business of the College, environmentally irresponsible, aesthetically displeasing, or that does not make the most effective use of land.

INTERPRETATION:

The Board has further clarified "development that is inconsistent with the core business of the College" in policy items #1 and #2 below; "environmentally irresponsible" in policy item #3; and "aesthetically displeasing" in items #2 and #3; and "effective use of land" in policy items #1, #3 and #4 below. I interpret compliance with those four items will constitute compliance with this policy.

This interpretation is reasonable because it addresses, below, all aspects of the global policy statement.

Further, without limiting the scope of the above statement by the following list, the President shall not:

- 1. Allow the College to be without a long-term land use plan for future development that will avoid infrastructure redundancy and redevelopment costs.**

INTERPRETATION:

I have interpreted that compliance will be demonstrated when:

- a) There is an infrastructure plan documenting all existing utilities (gas, water, sanitary and storm sewers, electrical, and structured cabling) below ground prepared.
- b) There is a site development plan documenting all existing and future sites of performance spaces, fields, storage, parking lots, sidewalks, buildings, and roads.

This interpretation is reasonable because an infrastructure plan is widely recognized in the industry as providing decision-making data necessary for any future development. Further, the infrastructure map of existing utilities, as well as the site development plan, are consistent with architectural, engineering and construction codes, and all legal requirements necessary for any development to proceed.

EVIDENCE:

- a) On 03.31.24, the Chief Facilities & Logistics Officer confirmed that an infrastructure map exists in AutoCAD and that a deferred maintenance plan is in place as of 01.21.22. The deferred maintenance plan is an evolving document that is updated annually based on useful life cycles and other facility usage milestones and regulations. Additionally, a third-party contractor, (i.e., Parsons Group, of Grand Rapids, Michigan) has provided a scope of work and completed an in-depth deferred maintenance assessment in October 2023. A full-time employee has been reassigned to coordinate Deferred, Corrective and Preventative maintenance.
- b) On 03.31.24 the Chief Facilities & Logistics Officer confirmed that the current master plan projects will be updated following the completion of the Jet's Air Station, and Instrumental Music Studio – i.e., approximately by June 2024.

Based upon this evidence, I am reporting compliance with item #1.

- 2. Permit joint ventures or partnerships that do not provide for design and construction standards consistent with overall campus design.**

INTERPRETATION:

I have interpreted that compliance will be demonstrated when:

- a) Contracts for joint venture partnerships specify that proposed building designs are consistent with, and complementary to, existing campus design philosophy, facility design, and operational elements; and
- b) As president, I approve all joint ventures and partnerships, in part, according to other Board Executive Limitation Policies.

This interpretation is reasonable because it ensures that the College-determined requirements for consistency with campus design are maintained and ultimately reviewed by the Board's CEO.

EVIDENCE:

For this last monitoring period, there were no joint venture partnerships to report upon. Based upon this evidence, I am reporting full compliance with item #2.

3. Permit development, new construction or reconstruction that is not energy efficient or does not, to a reasonable extent, minimize adverse environmental impacts and preserve the natural landscape.

INTERPRETATION:

I have interpreted that compliance will be demonstrated when:

- a) All development projects have met construction regulations set by local, state, federal environmental entities;
- b) A third party natural landscaping expert confirms that all College planned projects include complementary natural landscape elements; and
- c) Project design provide for energy efficient, low-cost operation and considers the use of 'green building design' Leadership in Environmental Design (LEED) certification standards.

This interpretation is a reasonable interpretation because it considers industry standards, as well as meets regulations set forth by local, state, and federal bodies. Further, LEED standards were developed by the external Green Building Council, as a globally accepted, building rating system, for every type of building, guiding construction methods, that provide for healthy, efficient, and cost-saving buildings, both in terms of construction methods, as well as in building operations.

EVIDENCE:

- a) The Chief Facilities & Logistics Officer confirmed on 03.30.24 that the College meets with Summit Fire Department; County Drain Commissioner; State of Michigan Building and Permits Division; State of Michigan Environment, Great Lakes and Energy; and the State of Michigan Bureau of Fire Services and other relevant agencies as needed and required. These partnerships have been strengthened during the past two years.

- b) The Chief Operations Officer confirmed on 03.30.24 that Architects and Engineers were hired for site planning for the following projects during the monitoring period:
- Baughman Renovation;
 - Instrumental Music Studio;
 - Baughman and Ruth Day Lighting Project;
 - Jet's Air Station; and the
 - Astronomical Observatory
- c) The Chief Facilities & Logistics Officer confirmed on 03.30.24 that the College considered energy efficient standards by industry experts for the following projects during the monitoring period:
- Building Automation for Heating and Cooling Systems, HEERF and ASHRAE updates
 - Lighting Updates CV3, and Campus Services.

I am, therefore, reporting full compliance with item #3.

4. Permit new development that does not meet at least one of the following criteria:

- **Provision of enhanced learning and ancillary space consistent with ENDS achievement.**
- **Extending the College's alliances with business, industry, colleges, universities, or other organizationally mission-compatible non-profit organizations.**
- **Creation of opportunity to generate new revenue streams.**
- **An opportunity to differentiate the College's learning and co-curricular environment.**
- **Positioning the College as a leader in new programs targeted at future market opportunities.**

INTERPRETATION:

I have interpreted that compliance will be demonstrated when:

- a) When all undertaken projects are consistent with at least one of the criteria listed in this policy section.
- b) At least one of the six aforementioned thresholds are achieved and is documented.

This interpretation is reasonable because the Board has identified the aforementioned specific criteria to be met, and requires the CEO to provide explicit demonstration of compliance, through monitoring, with said criteria.

EVIDENCE:

Project	Applicable Criteria
Astronomical Observatory	Provision of enhanced learning and ancillary space consistent with ENDS achievement.
Baughman Theatre Renovation	Provision of enhanced learning and ancillary space consistent with ENDS achievement.
Jet's Air Station	An opportunity to differentiate the College's learning environment ancillary space consistent with ENDS achievement.
[Dahlem Property] Trail: Walking trail and New Trailhead	Provision of enhanced learning and ancillary space consistent with ENDS achievement.
JW, STEAM exterior upgrades	Provision of enhanced learning and ancillary space consistent with ENDS achievement.
National Fitness Council Partnership	An opportunity to differentiate the College's learning environment ancillary space consistent with ENDS achievement.
New EV Chargers	Provision of enhanced learning and ancillary space consistent with ENDS achievement.
Maroon Hall Improvements	Provision of enhanced learning and ancillary space consistent with ENDS achievement.
WA All Gender Restroom	Provision of enhanced learning and ancillary space consistent with ENDS achievement.

Based upon these evidences, I am reporting full compliance with item #4.



BOARD OF TRUSTEES MEETING
Action & Information Report
Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i>
8.0 Monitoring CEO Performance 8.2 CEO Monitoring Compliance Schedule & Summary <u>BOARD POLICY:</u> BOARD-CEO DELEGATION: BCD-04 Monitoring CEO Performance
Description:
Enclosed is the report that provides the monitoring compliance schedule, as well as an updated summary of my monitoring compliance reports, presented to the Board over the preceding 12 months with the compliance status noted. When 'partial compliance' is indicated, the expected date of full compliance is noted. Oftentimes, this is due to factors beyond my control (i.e., timing of data or other documentation).
Requested Board Action:
Discussion surrounding the CEO's compliance review.
Action Taken:



President/CEO Monitoring Report Compliance

Jackson College

Policy	Date Monitoring Report Presented	Presented as Compliant? Yes/No Partial	Deficient Items?	Expected Date for Full Compliance	Date Deficiencies corrected	Extenuating Circumstances	Board's Formal Judgement
EN – 01 Board ENDS	8.14.23	Yes	8.14.23: Future monitoring of this report will reflect what <i>increase</i> there has been in the number of learners that complete degrees and obtain industry recognized credentials of value in the workplace.	n/a	n/a	n/a	Compliant 8.14.23
EL – 00 General Executive Constraint	8.14.23	Yes	n/a	n/a	n/a	n/a	Compliant 8.14.23
EL – 01 Treatment of Students	2.12.24	Yes	n/a	n/a	n/a	n/a	Compliant 2.12.24 Policy Review, Interpretation s Review & Monitoring postponed per the Board as of 9.11.23



President/CEO Monitoring Report Compliance Jackson College

Policy	Date Monitoring Report Presented	Presented as Compliant? Yes/No Partial	Deficient Items?	Expected Date for Full Compliance	Date Deficiencies corrected	Extenuating Circumstances	Board's Formal Judgement
EL – 02 Treatment of Staff	2.12.24	Yes	n/a	n/a	n/a	n/a	Compliant 2.12.24 Policy Review, Interpretation s Review & Monitoring postponed per the Board as of 9.11.23
EL – 03 Planning	6.12.23	Yes		n/a	n/a	n/a	Compliant 6.12.23
EL – 04 Financial Conditions & Activities	11.13.23	Yes	n/a	n/a	n/a	n/a	Compliant 11.13.23
EL – 05 Asset Protection	5.10.23	Yes	n/a	n/a	n/a	n/a	Compliant 5.10.23
EL – 06 Investments	5.10.23	Yes	n/a	n/a	n/a	n/a	Compliant 5.10.23
EL – 07 Compensation and Benefits	1.8.24	Yes	n/a	n/a	n/a	n/a	Compliant 1.8.24



President/CEO Monitoring Report Compliance

Jackson College

Policy	Date Monitoring Report Presented	Presented as Compliant? Yes/No Partial	Deficient Items?	Expected Date for Full Compliance	Date Deficiencies corrected	Extenuating Circumstances	Board's Formal Judgement
EL – 08 Communication & Support to the Board	11.13.23	Partial	1.5 Allow the Board to be unaware that, in the CEO's opinion, the Board is not in compliance with its own policies on Governance Process and Board-Management Delegation, particularly in the case of Board behavior which is detrimental to the work relationship between the Board and the President.	Within actions during 11.13.23 Board meeting and going forward.	n/a	n/a	Partially Compliant 11.13.23
EL – 09 Organization Culture	1.8.24	Yes	n/a	n/a	n/a	n/a	Compliant 1.8.24
EL – 10 Access to Education	2.12.24	Yes	n/a	n/a	n/a	n/a	Compliant 2.12.24
EL – 11 Entrepreneurial Activity	3.11.24	Yes	n/a	n/a	n/a	n/a	Compliant 3.11.24
EL – 12 Land Use	4.15.24	Yes	Item 1: A master plan begun, and will be updated following the installation of the Jet's Pavilion, the Jet's Air Station,	Fall of FY'24		Installation of the Jet's Pavilion, the Jet's Air	Partially Compliant 4.10.23



President/CEO Monitoring Report Compliance

Jackson College

Policy	Date Monitoring Report Presented	Presented as Compliant? Yes/No Partial	Deficient Items?	Expected Date for Full Compliance	Date Deficiencies corrected	Extenuating Circumstances	Board's Formal Judgement
			the Astronomical Observatory, and the completed STEAM Factory area.			Station, the Astronomical Observatory, and the completed STEAM Factory area not expected until Fall of FY'24	



BOARD OF TRUSTEES PROCESS

Process Type: Board Governance

Process Title: Policy Review

Date Adopted:

Version: 1.0

Date Last Reviewed:

Reviewing Committee: Board of Trustees

To assist the full Board of Trustees in their work of annual policy reviews, Trustees will be assigned specific policies to which they will lend their enthusiasm, experience, and/or expertise toward a pre-review.

Via this pre-review, Trustees will offer recommendations for amendments (or lack thereof) to their assigned policies at the respective Board meeting at which the policy is up for review, for the consideration of the full Board.

Procedural Steps:

1. Annually at the Board's Summer Retreat, Trustees will discuss the specific policies they will pre-review for the upcoming fiscal year via the attached schedule.
2. At least two (2) Board members may be assigned to the pre-review for any given policy.
3. Trustees will offer their recommendations for amendments (or lack thereof) to the full Board via the Board packet 1 week prior to the Board meeting at which the policy is up for review.
4. The Chief Assistant to the President & CEO will assist in coordinating pre-review meetings as requested. The recommendation is to conduct the initial review of assigned policies one month in advance of the Board meeting at which recommendations are scheduled to be presented to the full Board. This initial review could take place at 5:00pm prior to a Board meeting dinner.
5. Pre-review meetings will include the participation of the CGO, CEO, and/or other Policy Governance consultant.

2024 Board Meeting Date	Policy Reviews Due	Trustees Responsible for Recommendations
January 8, 2024	<u>EL-01</u> Treatment of Learners	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>EL-02</u> Treatment of Staff	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>EL-10</u> Access to Education	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-14</u> Handling Operational Complaints	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-11</u> Linkage with Ownership	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-15</u> Handling Alleged Policy Violations	Trustee Phil Hoffman Vice-Chair Sheila Patterson
February 12, 2024	<u>EL-11</u> Entrepreneurial Activity	Trustee Teshna Thomas Trustee Matt Heins
	<u>GP-01</u> Governing Style	Trustee Teshna Thomas Trustee Matt Heins
	<u>BCD-06</u> CEO Compensation	Trustee Teshna Thomas Trustee Matt Heins
	<u>GP-00</u> Governance Commitment	Trustee Teshna Thomas Trustee Matt Heins
March 11, 2024	<u>EL-12</u> Land Use	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-02</u> Board Job Contributions	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-04</u> Role of Board Chair	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-10</u> Investment in Governance	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>BCD-00</u> Global Board Management Delegation	Trustee Phil Hoffman Vice-Chair Sheila Patterson
April 15, 2024	<u>EL-05</u> Asset Protection	Trustee Teshna Thomas Trustee Matt Heins
	<u>EL-06</u> Investments	Trustee Teshna Thomas Trustee Matt Heins

	<u>BCD-05</u> CEO Succession	Trustee Teshna Thomas Trustee Matt Heins
	<u>GP-03</u> Board Planning Cycle & Agenda Control	Trustee Teshna Thomas Trustee Matt Heins
	<u>GP-12</u> Board Linkage with External Organizations	Trustee Teshna Thomas Trustee Matt Heins
May 13, 2024	<u>EL-03</u> Planning	Trustee Donna Lake Trustee Chris Simpson
	<u>GP-09</u> Board Code of Conduct	Trustee Donna Lake Trustee Chris Simpson
June 10, 2024	<u>EL-00</u> General Executive Constraint	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>EN-01</u> ENDS	Trustee Phil Hoffman Vice-Chair Sheila Patterson
August 14, 2024	<u>Bylaws</u>	Trustee Donna Lake Trustee Chris Simpson
	<u>BCD-03</u> Delegation to CEO	Trustee Donna Lake Trustee Chris Simpson
	<u>BCD-04</u> Monitoring CEO Performance	Trustee Donna Lake Trustee Chris Simpson
September 11, 2024	<u>EL-01</u> Treatment of Learners	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>EL-02</u> Treatment of Staff	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>BCD-01</u> Unity of Control	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-05</u> Role of Vice Chair	Trustee Phil Hoffman Vice-Chair Sheila Patterson
	<u>GP-08</u> Board & Committee Expenses	Trustee Phil Hoffman Vice-Chair Sheila Patterson
October 16, 2024	<u>EL-04</u> Financial Conditions & Activities	Trustee Teshna Thomas Trustee Matt Heins
	<u>EL-08</u> Communication & Support to the Board	Trustee Teshna Thomas Trustee Matt Heins

November 13, 2024	<u>EL-09</u> Organization Culture	Trustee Donna Lake Trustee Chris Simpson
	<u>EL-07</u> Compensation & Benefits	Trustee Donna Lake Trustee Chris Simpson
	<u>GP-13</u> Special Rules of Order	Trustee Donna Lake Trustee Chris Simpson
	<u>BCD-02</u> Accountability of the CEO	Trustee Donna Lake Trustee Chris Simpson

2024 BOARD POLICY REVIEWING & MONTORING SCHEDULE		
2024 Board Meeting Date	Policy Reviews Due	Monitoring Reports Due
January 8, 2024	<p>Review EL-01 Treatment of Learners Review EL-02 Treatment of Staff Review EL-10 Access to Education Review GP-14 Handling Operational Complaints POSTPONED TO APRIL 2024 – Review GP-11 Linkage with Ownership Review GP-15 Handling Alleged Policy Violations</p>	<p>Monitor EL-09 Organization Culture (CINDY) Monitor EL-07 Compensation & Benefits (CINDY) Monitor GP-13 Special Rules of Order Monitor BCD-02 Accountability of the CEO</p>
February 12, 2024	<p>Review EL-11 Entrepreneurial Activity Review GP-01 Governing Style Review BCD-06 CEO Compensation Review GP-00 Governance Commitment</p>	<p>Monitor EL-01 Treatment of Learners (CINDY/TBD) Monitor EL-02 Treatment of Staff (CINDY) Monitor EL-10 Access to Education (TBD) Monitor GP-14 Handling Operational Complaints POSTPONED TO MAY 2024 - Monitor GP-11 Linkage with Ownership Monitor GP-15 Handling Alleged Policy Violations</p>
March 11, 2024	<p>Review EL-12 Land Use Review GP-02 Board Job Contributions Review GP-04 Role of Board Chair Review GP-10 Investment in Governance Review BCD-00 Global Board Management Delegation</p>	<p>Monitor EL-11 Entrepreneurial Activity (CINDY/JOHN) Monitor GP-01 Governing Style Monitor BCD-06 CEO Compensation POSTPONED TO MAY 2024 - Monitor GP-00 Governance Commitment</p>
April 15, 2024	<p>Review EL-05 Asset Protection Review EL-06 Investments Review BCD-05 CEO Succession Review GP-03 Board Planning Cycle & Agenda Control Review GP-12 Board Linkage with External Organizations POSTPONED FROM JAN. 2024 - Review GP-11 Linkage with Ownership POSTPONED FROM FEB. 2024 - Review GP-00 Governance Commitment</p>	<p>Monitor EL-12 Land Use (JASON) Monitor GP-02 Board Job Contributions Monitor GP-04 Role of Board Chair Monitor GP-10 Investment in Governance Monitor BCD-00 Global Board Management Delegation</p>
May 13, 2024	<p>Review EL-03 Planning Review GP-09 Board Code of Conduct</p>	<p>Monitor EL-05 Asset Protection (JOHN) Monitor EL-06 Investments (JOHN) Monitor BCD-05 CEO Succession</p>

Jackson College Board of Trustees Meeting - Monitoring CEO Performance

		<p>Monitor GP-03 Board Planning Cycle & Agenda Control Monitor GP-12 Board Linkage with External Organizations Monitor GP-14 Handling Operational Complaints POSTPONED FROM FEB 2024 - Monitor GP-11 Linkage with Ownership POSTPONED FROM MARCH 2024 - Monitor GP-00 Governance Commitment</p>
June 10, 2024	<p>Review EL-00 General Executive Constraint Review EN-01 ENDS (TBD)</p>	<p>Monitor EL-03 Planning (JOHN) Monitor GP-09 Board Code of Conduct</p>
August 12, 2024	<p>Review Bylaws Review BCD-03 Delegation to CEO Review BCD-04 Monitoring CEO Performance</p>	<p>Monitor EL-00 General Executive Constraint (PHELAN) Monitor EN-01 ENDS (TBD)</p>
September 9, 2024	<p>Review EL-01 Treatment of Learners Review EL-02 Treatment of Staff Review BCD-01 Unity of Control Review GP-05 Role of Vice Chair Review GP-08 Board & Committee Expenses</p>	<p>Monitor BCD-03 Delegation to CEO Monitor BCD-04 Monitoring CEO Performance</p>
October 14, 2024	<p>Review EL-04 Financial Conditions & Activities Review EL-08 Communication & Support to the Board</p>	<p>Monitor EL-01 Treatment of Learners (CINDY/TBD) Monitor EL-02 Treatment of Staff (CINDY) Monitor BCD-01 Unity of Control Monitor GP-05 Role of Vice Chair Monitor GP-08 Board & Committee Expenses</p>
November 11, 2024	<p>Review EL-09 Organization Culture Review EL-07 Compensation & Benefits Review GP-13 Special Rules of Order Review BCD-02 Accountability of the CEO</p>	<p>Monitor EL-04 Financial Conditions & Activities (JOHN) Monitor EL-08 Communication & Support to the Board (PHELAN)</p>



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>9.0 Monitoring Board Performance 9.1 GP-00 Global Governance Commitment – Board Survey Review</p> <p><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-00 Global Governance Commitment</p>
<p>Description:</p>
<p>As part of Policy Governance practice, the Board completes a Self-Evaluation Survey of Governance Process and Board CEO Delegation policies following the month the respective policy is reviewed.</p> <p>The intention is effort to assist Members in assessing the Board’s compliance with Governance Process and Board CEO Delegation policies. The Board Chair will lead discussion at the meeting to consider aggregate responses from members and insights obtained from the compilation, relative to amending the policy in question, as well as points for consideration in future policy development and review.</p> <p>Enclosed are the results to help guide the board’s discussion.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Review of the results to determine compliance with policy statements and any changes that might be needed.</p>
<p>Action Taken:</p>



Jackson College Board of Trustees

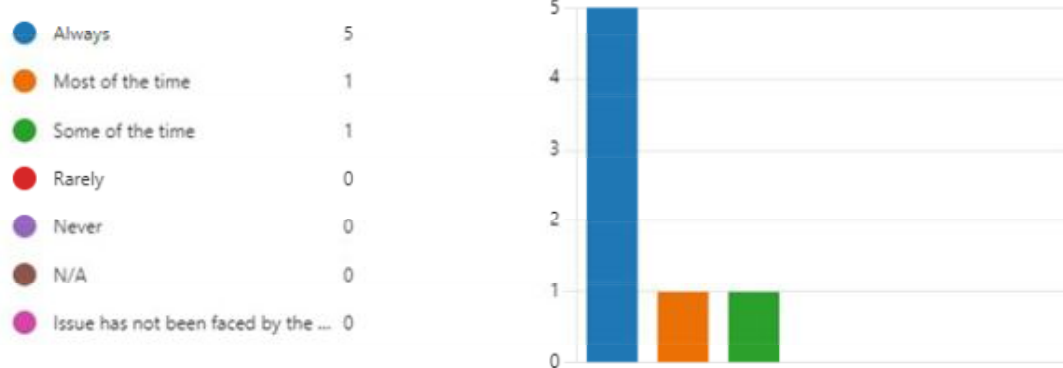
BOARD SELF-MONITORING SURVEY RESULTS: GP-00 Global Governance Commitment DATE: 04.11.2024

1. **Number of Response: 7**

2. **Policy opening statement:**

The purpose of the Jackson College Board of Trustees, functioning on behalf of the citizens of Jackson County, is to ensure that Jackson College achieves appropriate results for the appropriate people, and at an appropriate cost, as specified in the Boards Ends policies, and avoids unacceptable actions and situations, as specified in the Board's Executive Limitations policies.

Have we acted consistently with this item of policy?



3. Provide specific representative examples to support your above response when applicable.

- "I love this statement. "The purpose of the Jackson College Board of Trustees, functioning on behalf of the citizens of Jackson County". There are a few of trustees that have chosen not to include their contact information on the website. Most of you know, my opinion on the matter. I urge you all to reconsider."*

4. Other Board Comments:

- N/A



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>9.0 Monitoring Board Performance 9.2 GP-02 Board Job Contribution – Board Survey Review</p> <p><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-02 Board Job Contribution</p>
<p>Description:</p>
<p>As part of Policy Governance practice, the Board completes a Self-Evaluation Survey of Governance Process and Board CEO Delegation policies following the month the respective policy is reviewed.</p> <p>The intention is effort to assist Members in assessing the Board’s compliance with Governance Process and Board CEO Delegation policies. The Board Chair will lead discussion at the meeting to consider aggregate responses from members and insights obtained from the compilation, relative to amending the policy in question, as well as points for consideration in future policy development and review.</p> <p>Enclosed are the results to help guide the board’s discussion.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Review of the results to determine compliance with policy statements and any changes that might be needed.</p>
<p>Action Taken:</p>



Jackson College Board of Trustees

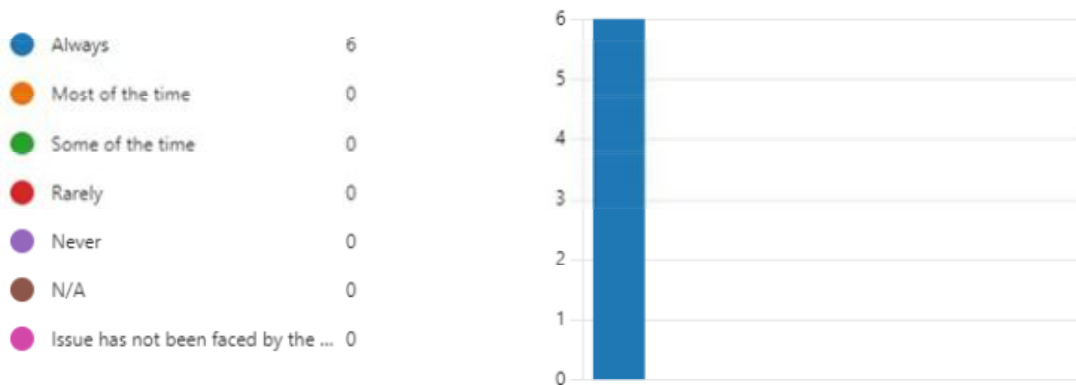
BOARD SELF-MONITORING SURVEY RESULTS: GP-02 Board Job Contributions DATE: 04.11.2024

1. *Number of Response: 7*

2. *Policy Opening Statement:*

As an informed agent of the Ownership, the Jackson College Board of Trustee's specific job products are those that ensure appropriate organization performance.

Have we acted consistently with this item of policy?



3. Provide specific representative examples to support your above response when applicable.

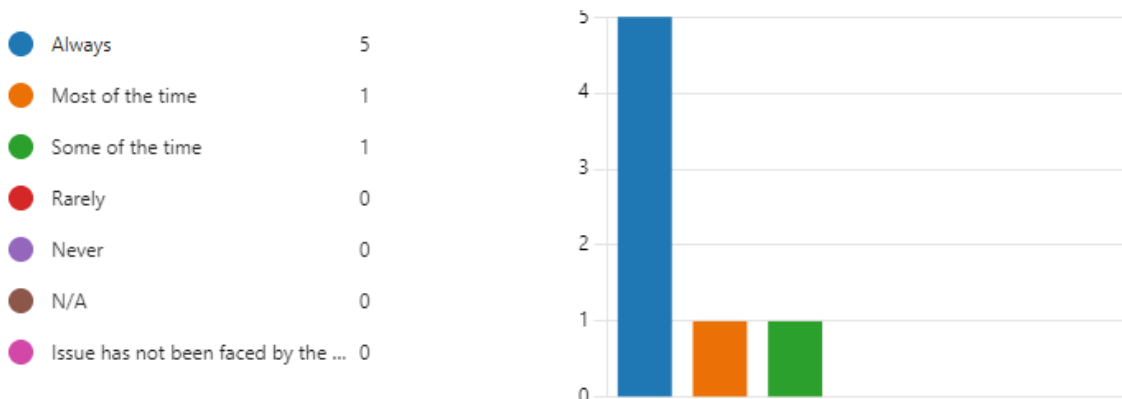
- *"This is a confusing statement. What does it mean?"*

4. *Item 1:*

Accordingly, the Board has direct responsibility to create:

The link between the Owners and the College.

Have we acted consistently with this item of policy?



5. Provide specific representative examples to support your above response when applicable.

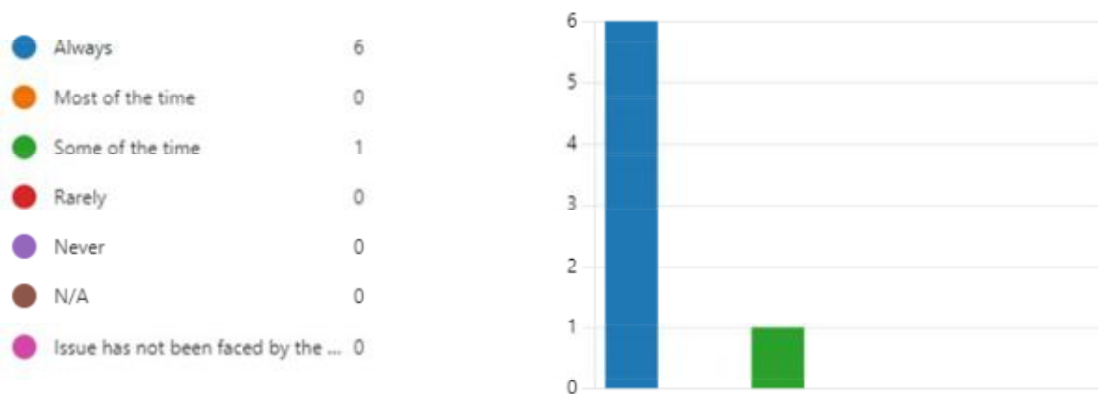
- N/A

6. **Item 2:**

Accordingly, the Board has direct responsibility to create:

Written governing policies that address the broadest levels of all organizational decisions and situations.

Have we acted consistently with this item of policy?



7. Provide specific representative examples to support your above response when applicable.

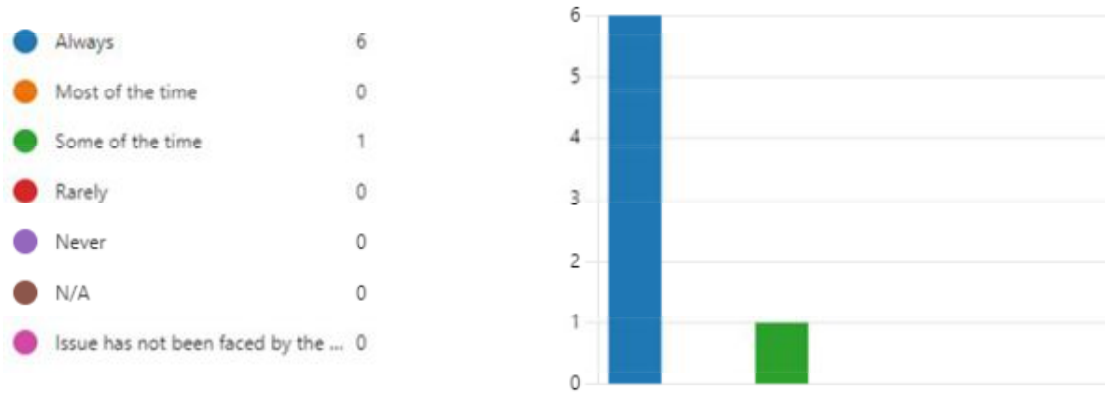
- N/A

8. **Item 2.1:**

Accordingly, the Board has direct responsibility to create:

Ends: What good or benefit the organization is to produce, for which recipients, at what worth.

Have we acted consistently with this item of policy?



9. Provide specific representative examples to support your above response when applicable.

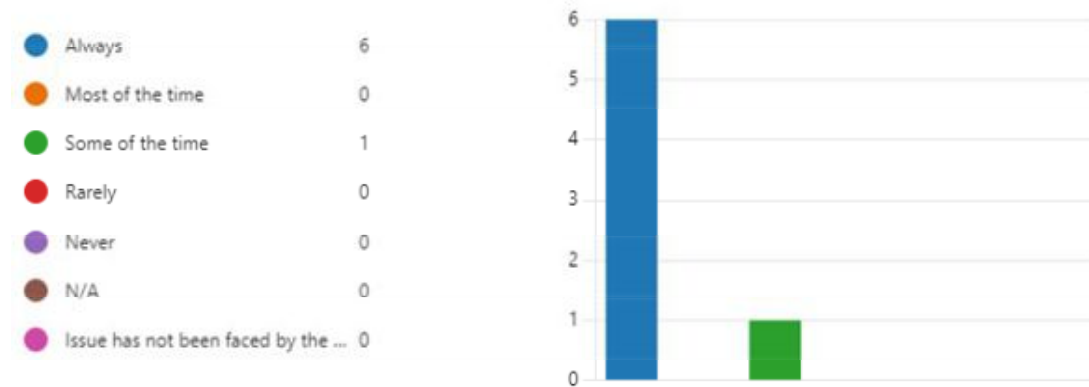
- N/A

10. **Item 2.2:**

Accordingly, the Board has direct responsibility to create:

Executive Limitations: Constraints on executive authority that establish the boundaries of prudence and ethics within which all executive activity and decisions must take place.

Have we acted consistently with this item of policy?



11. Provide specific representative examples to support your above response when applicable.

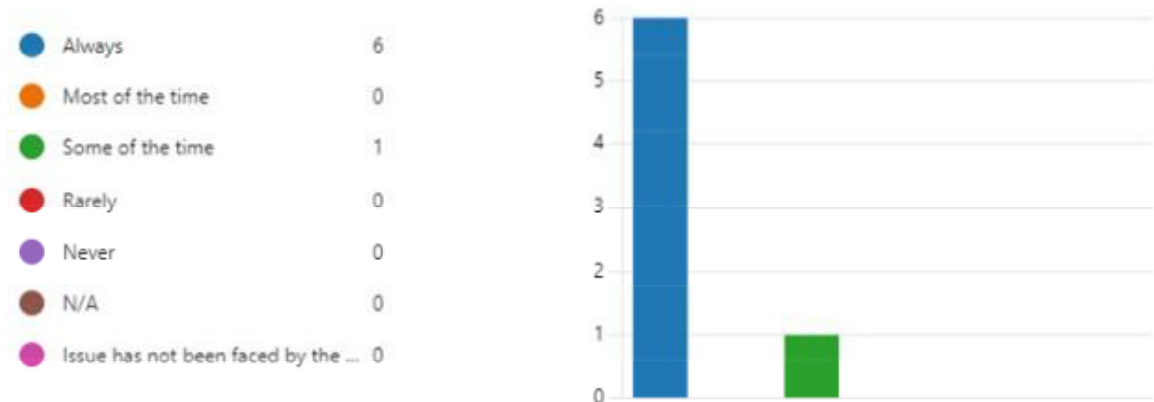
- N/A

12. **Item 2.3:**

Accordingly, the Board has direct responsibility to create:

Governance Process: Specification of how the Board conceptualizes, carries out, and monitors its own task.

Have we acted consistently with this item of policy?



13. Provide specific representative examples to support your above response when applicable.

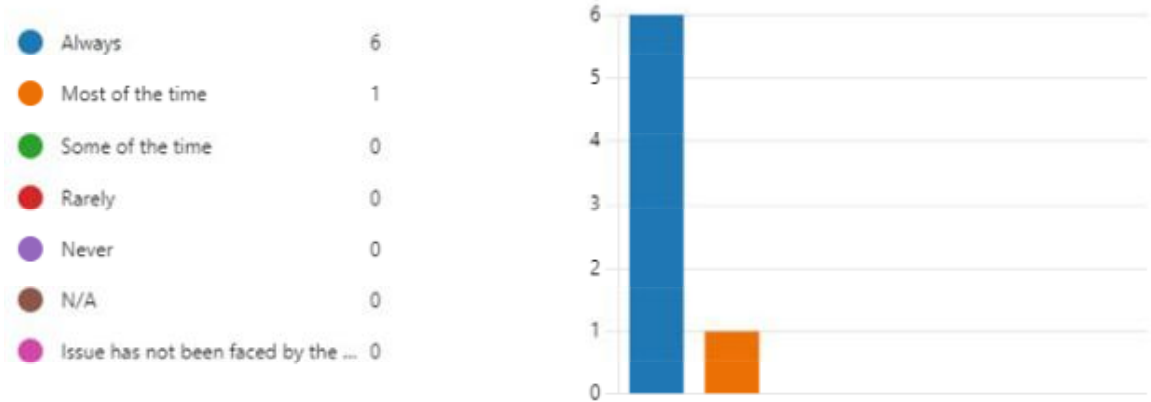
- N/A

14. **Item 2.4:**

Accordingly, the Board has direct responsibility to create:

Board-Management Delegation: How authority is delegated and its proper use monitored, including the President role, authority, and accountability.

Have we acted consistently with this item of policy?



15. Provide specific representative examples to support your above response when applicable.

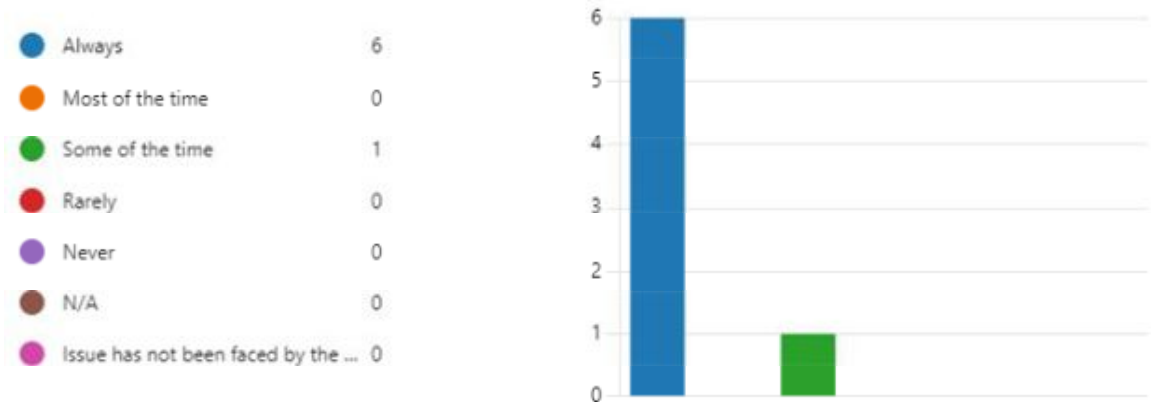
- N/A

16. **Item 3:**

Accordingly, the Board has direct responsibility to create:

Assurance of organizational performance on Ends and Executive Limitations.

Have we acted consistently with this item of policy?



17. Provide specific representative examples to support your above response when applicable.

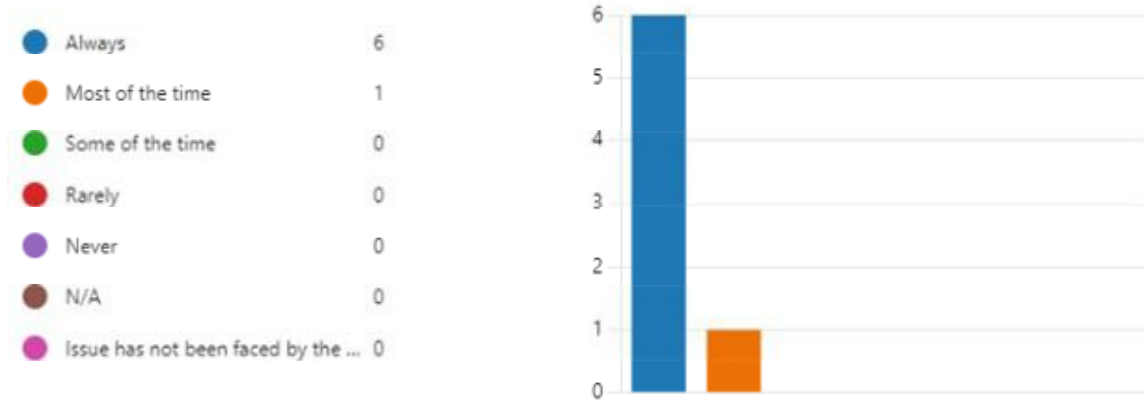
- N/A

18. **Item 3.1:**

Accordingly, the Board has direct responsibility to create:

Continuity of the President role and function.

Have we acted consistently with this item of policy?



19. Provide specific representative examples to support your above response when applicable.

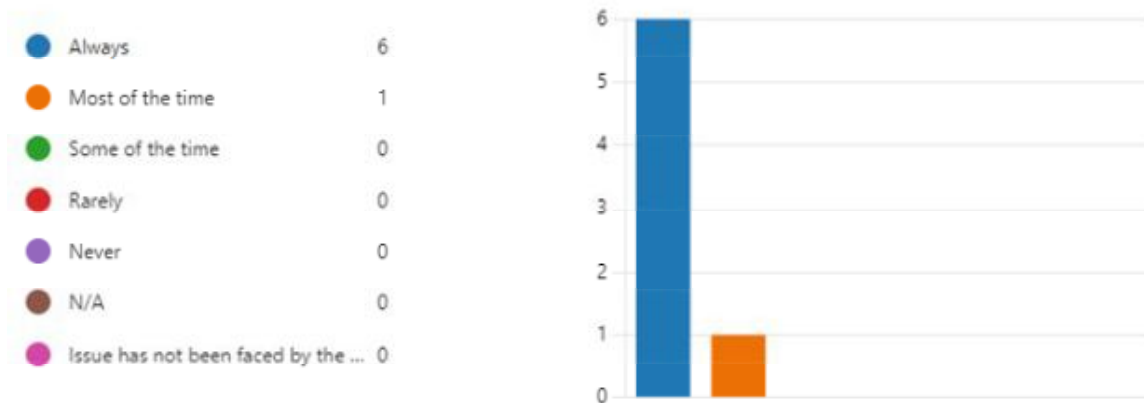
- N/A

20. **Item 3.2:**

Accordingly, the Board has direct responsibility to create:

Structured monitoring of the President as outlined in Board-Management Delegation policies.

Have we acted consistently with this item of policy?



21. Provide specific representative examples to support your above response when applicable.

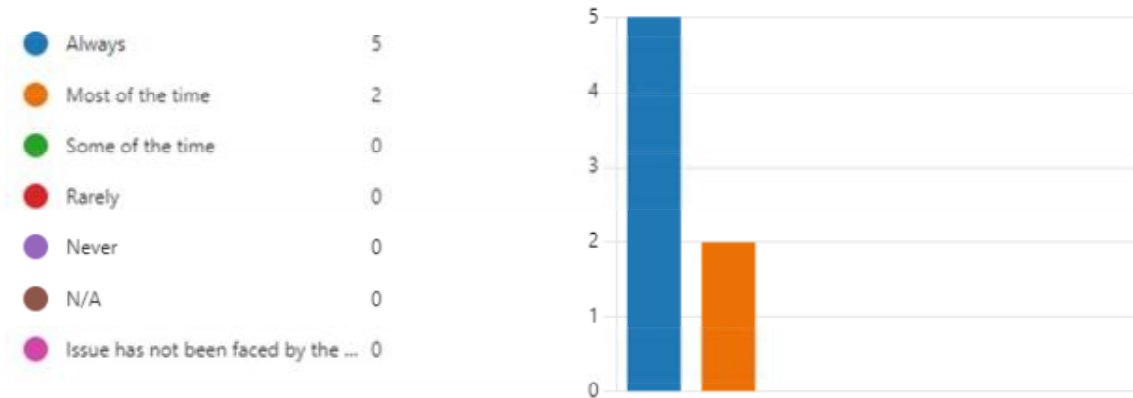
- N/A

22. **Item 4:**

Accordingly, the Board has direct responsibility to create:

Ongoing cognizance of federal, state, and local governmental bodies, as well as with other public and private organizations, regarding the immediate and prospective requisites of the College in fulfilling its ENDS.

Have we acted consistently with this item of policy?



23. Provide specific representative examples to support your above response when applicable.

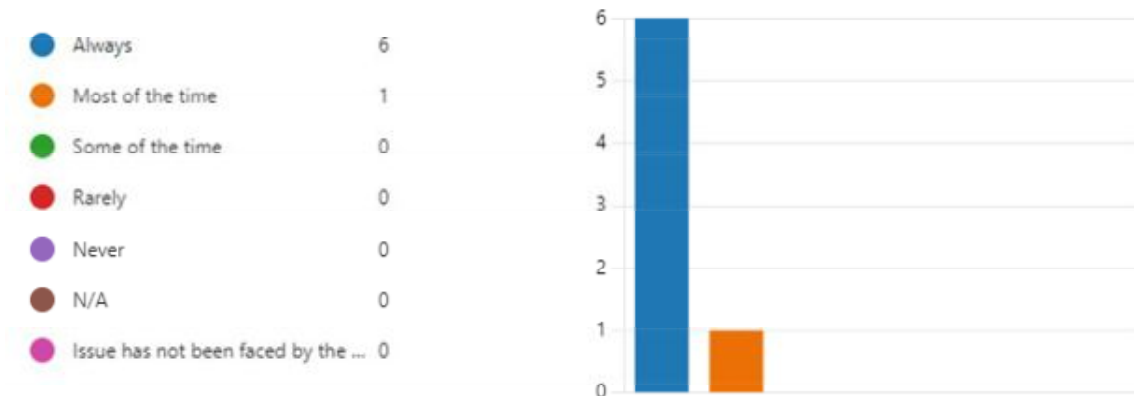
- N/A

24. **Item 4.1:**

Accordingly, the Board has direct responsibility to create:

The Board shall engage in an annual strategic exercise to ascertain and prioritize the College's requirements for representation and advocacy before governmental bodies, as well as public and private institutions.

Have we acted consistently with this item of policy?



25. Provide specific representative examples to support your above response when applicable.

- N/A

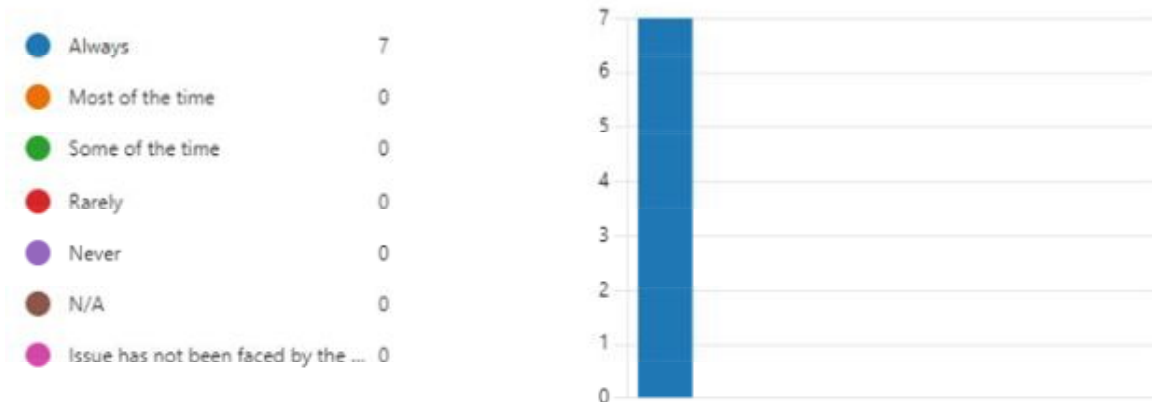
26. **Item 4.2:**

Accordingly, the Board has direct responsibility to create:

When deliberating on whether to endorse proposals (or proposed initiatives) submitted by governmental entities, public organizations, or private sector entities, the Board shall apply the following evaluative criteria:

- ***The likelihood of the proposed initiative impeding the College's ability to achieve the stated ENDS.***
- ***The potential ramifications of the proposed action on the long-term strategic interests of the College.***
- ***The possibility that the proposed initiative could infringe upon, and/or dilute the CEO's vested authority in managing operational Means decisions***
- ***The maintenance of political neutrality, not adopting political positions or political endorsing candidates.***

Have we acted consistently with this item of policy?



27. Provide specific representative examples to support your above response when applicable.

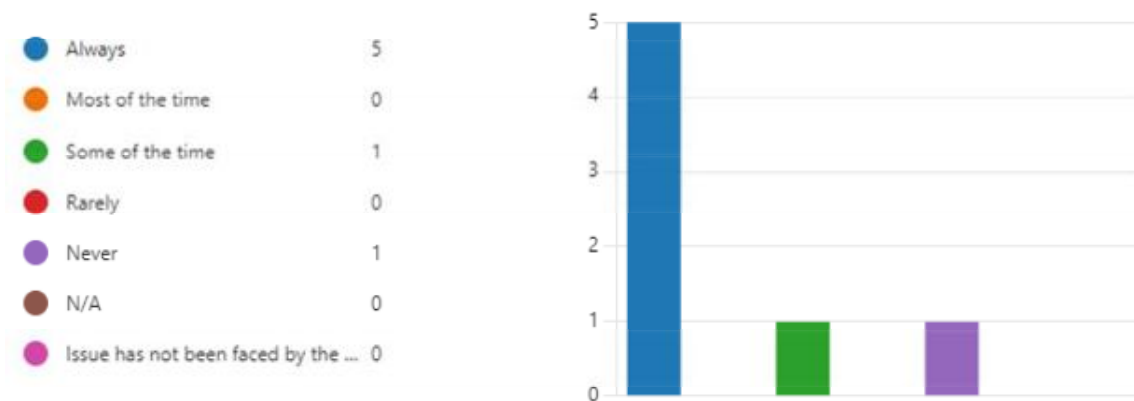
- N/A

28. **Item 5:**

Accordingly, the Board has direct responsibility to create:

Operational decisions that the Board has prohibited the President from making by its Executive Limitations policies.

Have we acted consistently with this item of policy?



29. Provide specific representative examples to support your above response when applicable.

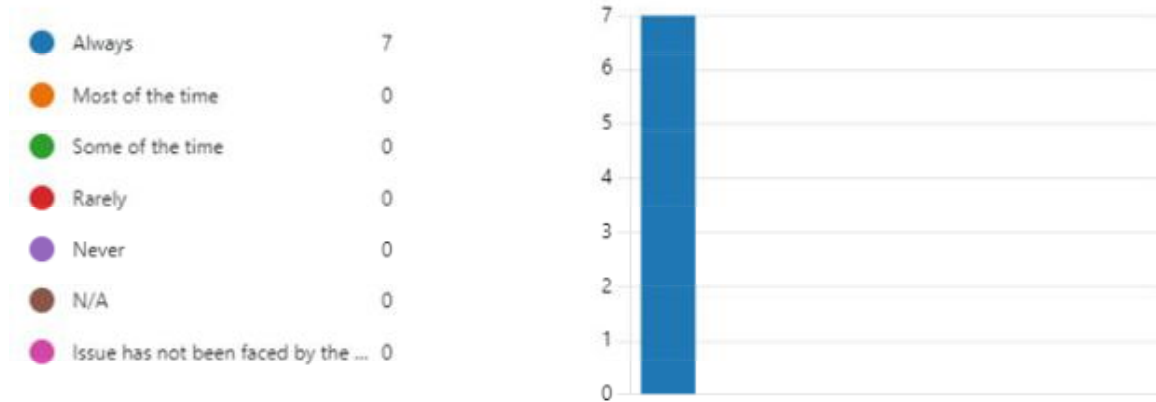
- N/A

30. **Item 5.1:**

Accordingly, the Board has direct responsibility to create:

*Decisions regarding acquisition, encumbering or disposal of land or buildings.
[EL-4 item 8]*

Have we acted consistently with this item of policy?



31. Provide specific representative examples to support your above response when applicable.

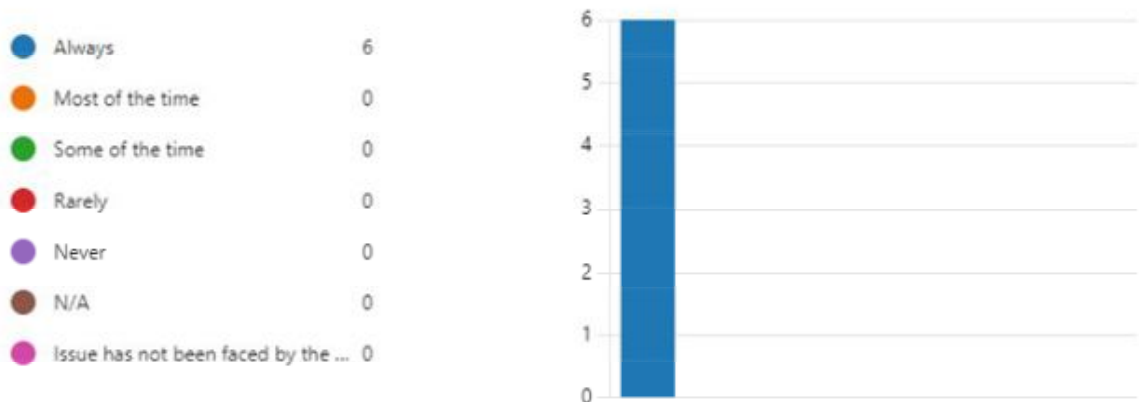
- N/A

32. **Item 5.2:**

Accordingly, the Board has direct responsibility to create:

*Decisions regarding individual expenditures that do not meet the conditions in
EL-5, item 6.*

Have we acted consistently with this item of policy?



33. Provide specific representative examples to support your above response when applicable.

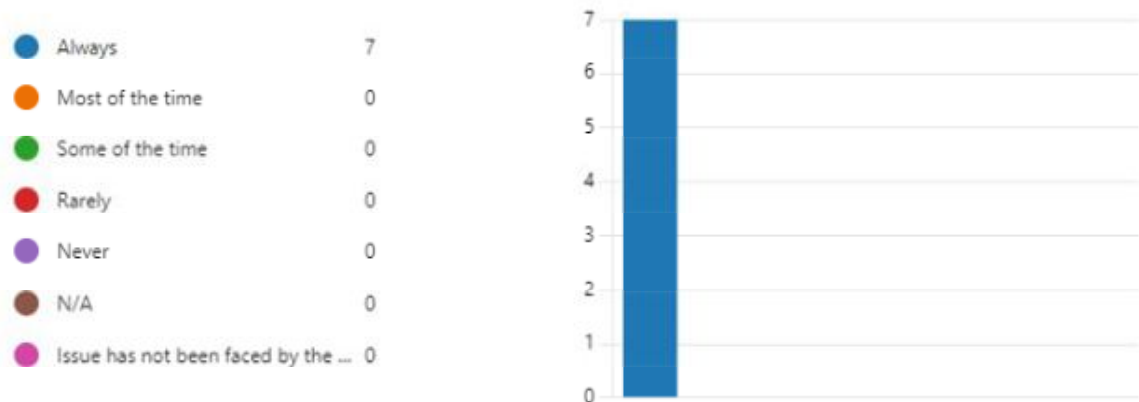
- *“We’ve not done well with due-diligence. If Dan hadn’t reported his financial mistake, how would we have known it happened??? What protocol’s are in place to ensure this never happens again? Another item that is still confusing to me, is we were told, money has been pd back. I was also told payments are being made, which one is it? Not sure how to answer this question.”*

34. **Item 5.3:**

Accordingly, the Board has direct responsibility to create:

Decisions regarding change of organizational name or identity in the community. [EL-5 item 11].

Have we acted consistently with this item of policy?



35. Provide specific representative examples to support your above response when applicable.

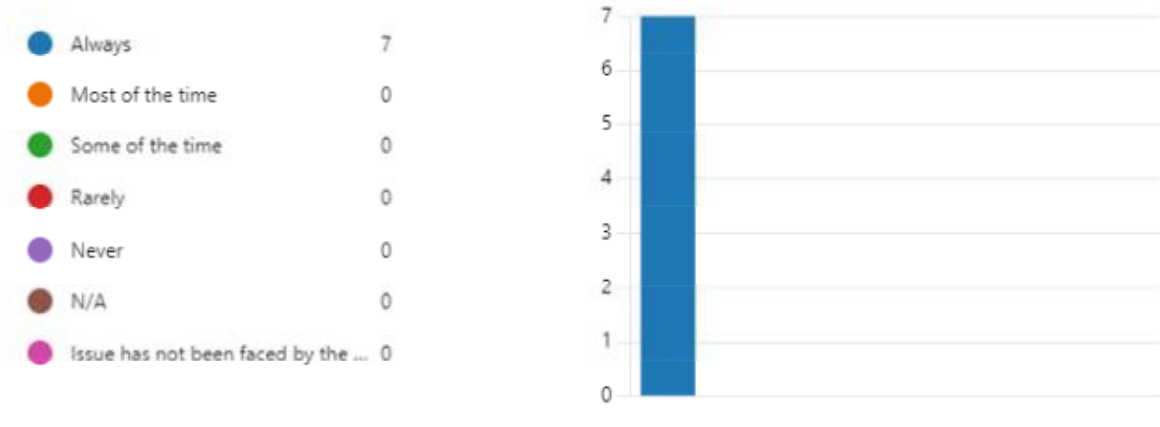
- N/A

36. **Item 5.4:**

Accordingly, the Board has direct responsibility to create:

Decisions regarding the naming or change of the name of a College building or facility. [EL-5 item 12].

Have we acted consistently with this item of policy?



37. Provide specific representative examples to support your above response when applicable.

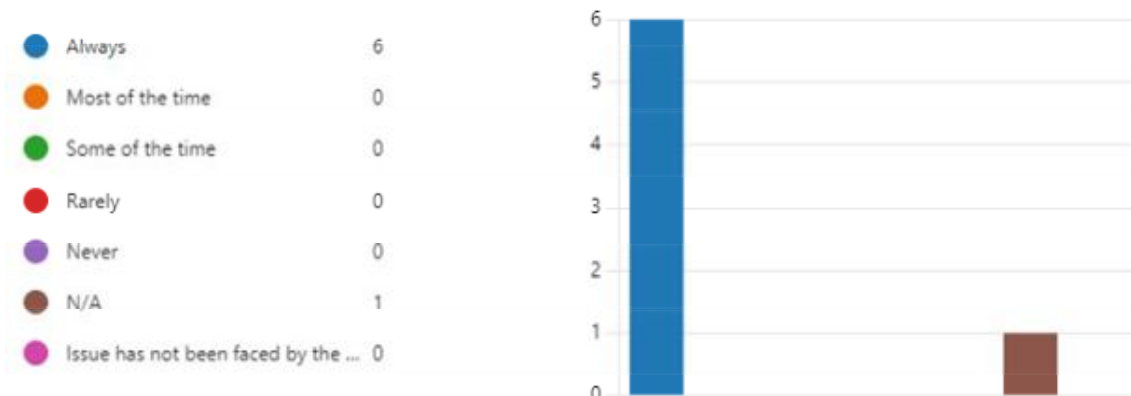
- N/A

38. **Item 5.5:**

Accordingly, the Board has direct responsibility to create:

Creation of a subsidiary that does not meet the conditions in EL-5, item 14.

Have we acted consistently with this item of policy?



39. Provide specific representative examples to support your above response when applicable.

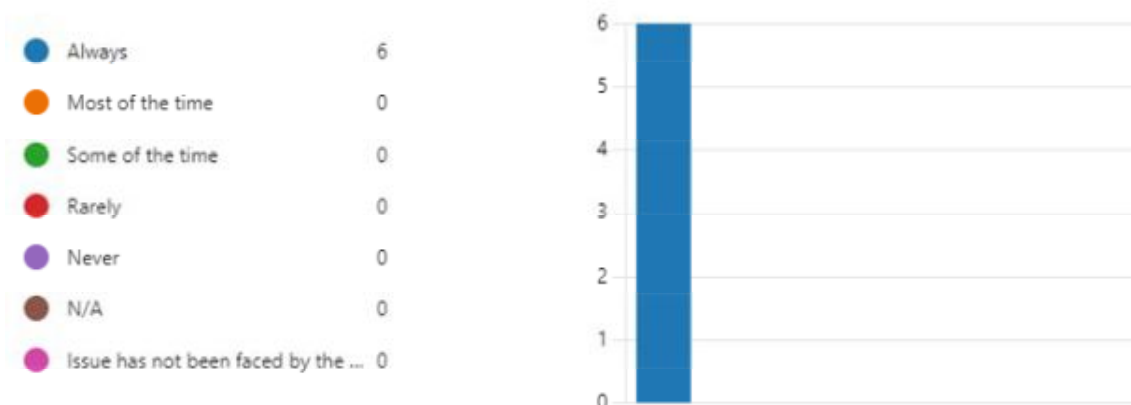
- N/A

40. **Item 5.6:**

Accordingly, the Board has direct responsibility to create:

Decisions regarding the President’s own compensation and benefits. [EL-6 item 1].

Have we acted consistently with this item of policy?



41. Provide specific representative examples to support your above response when applicable.

- “See previous comments....”

42. Other Board Comments:

- *N/A*



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>9.0 Monitoring Board Performance 9.3 GP-04 Role of Board Chair – Board Survey Review</p> <p><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-04 Role of Board Chair</p>
<p>Description:</p>
<p>As part of Policy Governance practice, the Board completes a Self-Evaluation Survey of Governance Process and Board CEO Delegation policies following the month the respective policy is reviewed.</p> <p>The intention is effort to assist Members in assessing the Board’s compliance with Governance Process and Board CEO Delegation policies. The Board Chair will lead discussion at the meeting to consider aggregate responses from members and insights obtained from the compilation, relative to amending the policy in question, as well as points for consideration in future policy development and review.</p> <p>Enclosed are the results to help guide the board’s discussion.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Review of the results to determine compliance with policy statements and any changes that might be needed.</p>
<p>Action Taken:</p>



Jackson College Board of Trustees

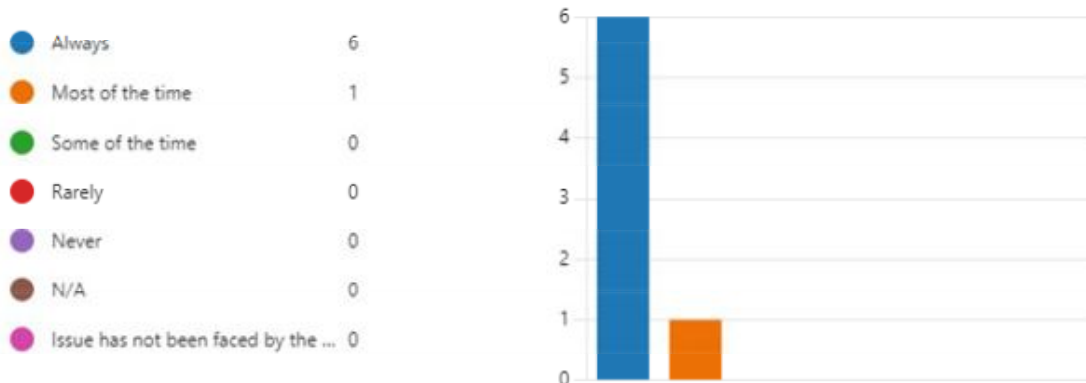
BOARD SELF-MONITORING SURVEY RESULTS: GP-04 Role of the Board Chair DATE: 04.11.2024

1. **Number of Response: 7**

2. **Policy opening statement:**

The Jackson College Board Chair (i.e., Chief Governance Officer - CGO), a specially empowered member of the Board, assures the integrity of the Board's process.

Have we acted consistently with this item of policy?



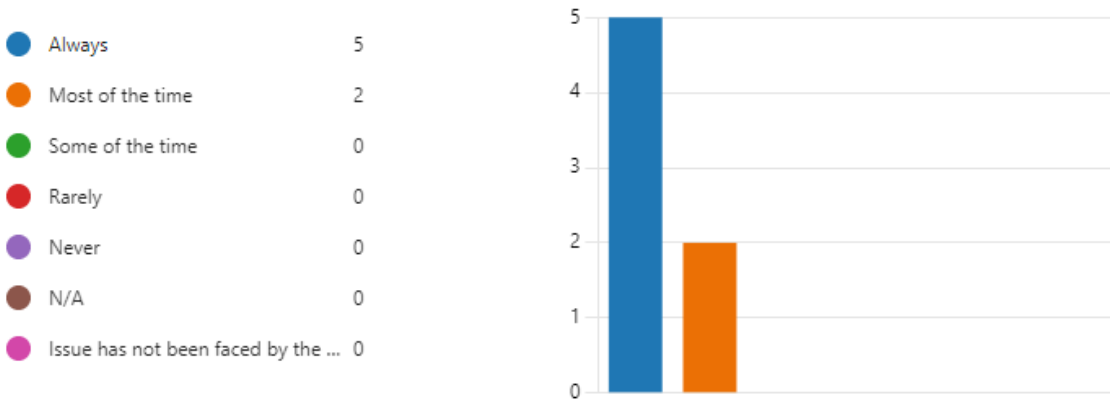
3. Provide specific representative examples to support your above response when applicable.

- *“This still the matter of the Chairman having documentation, that the rest of the board was not previed too...this is against our policy and practices.”*

4. **Item 1.0:**

The assigned result of the Board Chair/CGO's job is that the Board behaves consistently within its own rules and those legitimately imposed upon it from outside the organization.

Have we acted consistently with this item of policy?



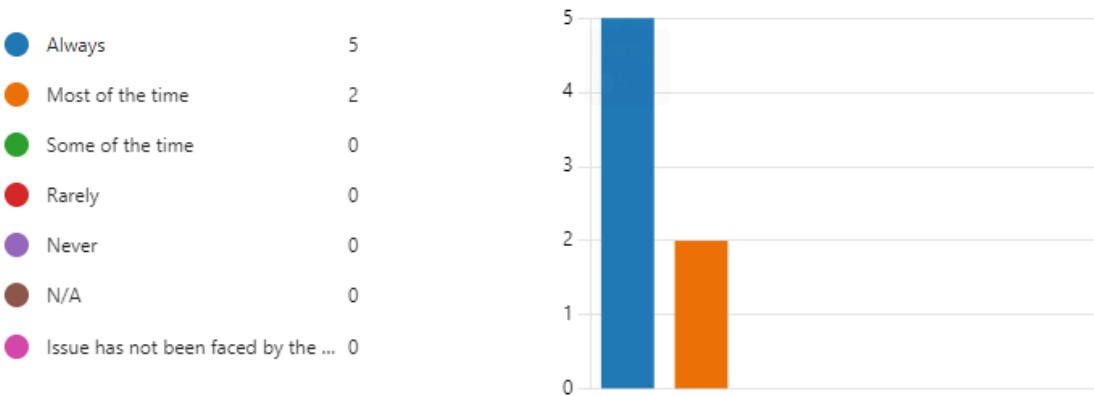
5. Provide specific representative examples to support your above response when applicable.

- N/A

6. **Item 1.1:**

Meeting discussion content will include only those issues that, according to Board policy, clearly belong to the Board to decide or monitor.

Have we acted consistently with this item of policy?



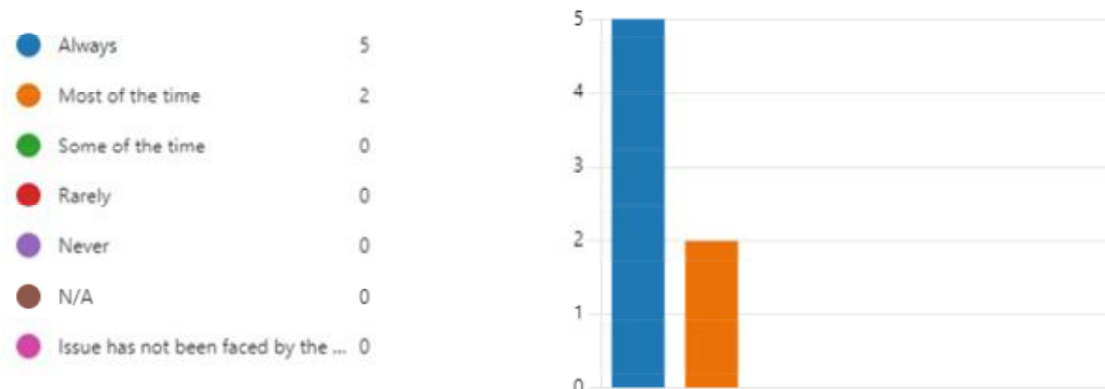
7. Provide specific representative examples to support your above response when applicable.

- N/A

8. **Item 1.2:**

Information that is neither for monitoring performance nor for Board decisions will be avoided or minimized and always noted as such.

Have we acted consistently with this item of policy?



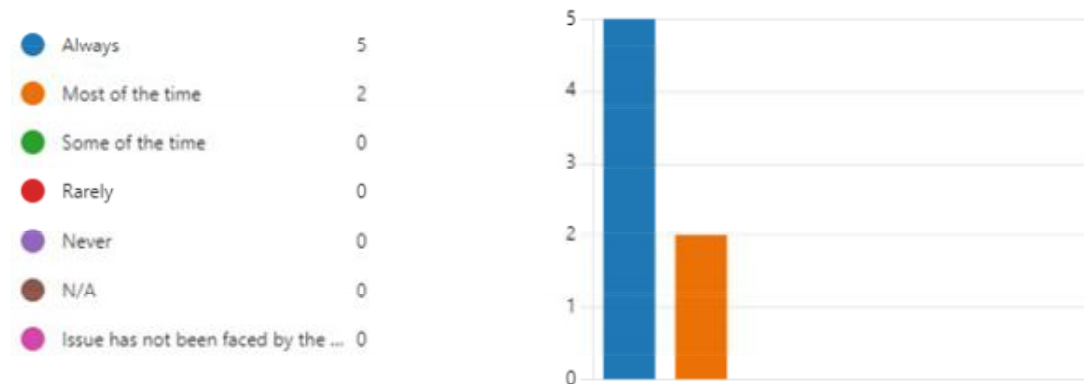
9. Provide specific representative examples to support your above response when applicable.

- N/A

10. *Item 1.3:*

Deliberation will be timely, fair, orderly, and thorough, but also efficient and kept to the point.

Have we acted consistently with this item of policy?



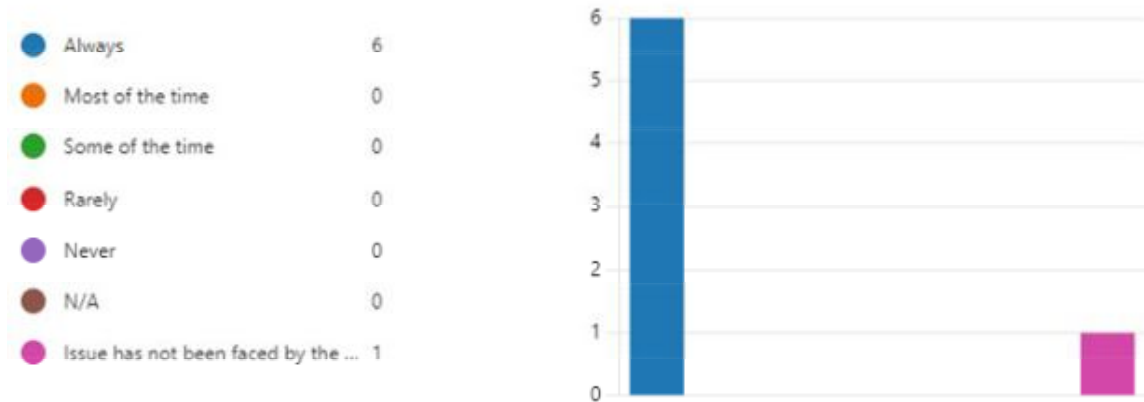
11. Provide specific representative examples to support your above response when applicable.

- N/A

12. *Item 1.4:*

The Board’s Vice-Chair will be sufficiently informed of Board issues and processes to provide continuity in the event of planned or unexpected Board Chair/CGO absences.

Have we acted consistently with this item of policy?



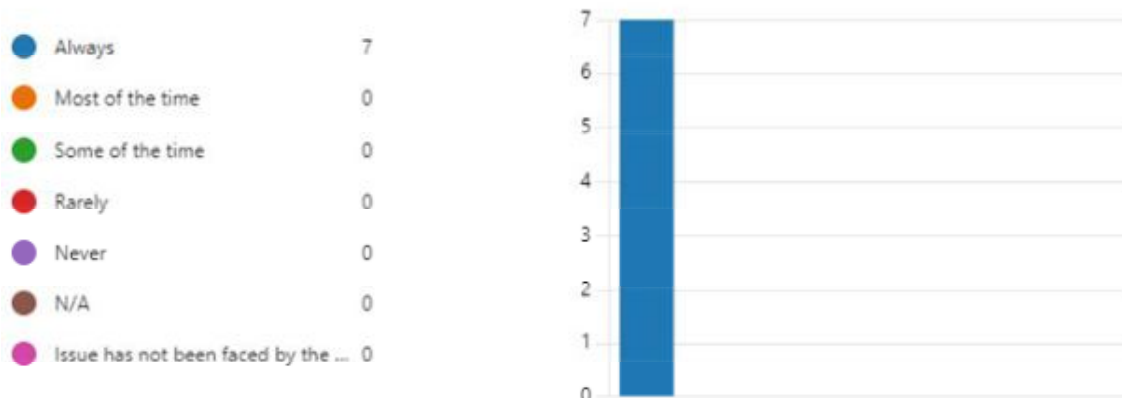
13. Provide specific representative examples to support your above response when applicable.

- N/A

14. ***Item 2:***

The authority of the Board Chair consists in making decisions that fall within topics covered by Board policies on Governance Process and Board-Management Delegation, with the exception of (a) employment or termination of a President and (b) instances where the Board specifically delegates portions of this authority to others. The Board Chair/CGO is authorized to use any reasonable interpretation of the provisions in these policies.

Have we acted consistently with this item of policy?



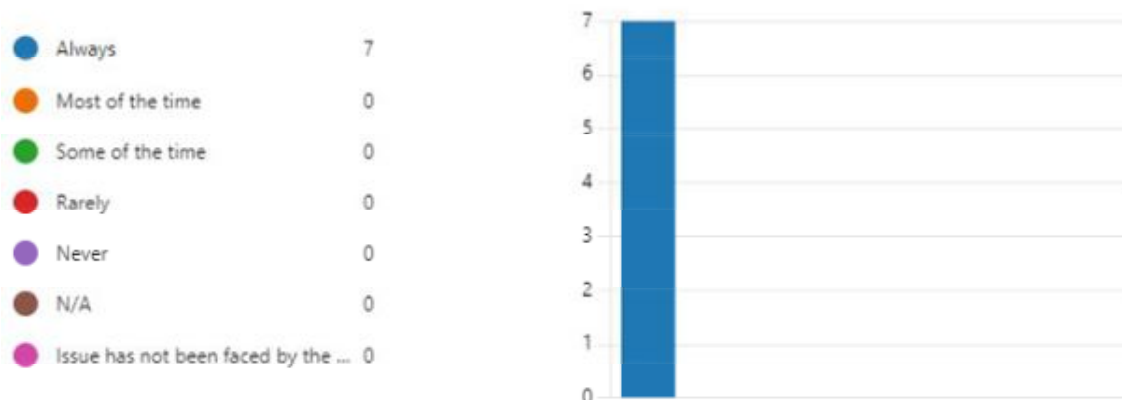
15. Provide specific representative examples to support your above response when applicable.

- N/A

16. **Item 2.1:**

The Board Chair/CGO is empowered to chair Board meetings with all the commonly accepted power of that position, such as ruling and recognizing.

Have we acted consistently with this item of policy?



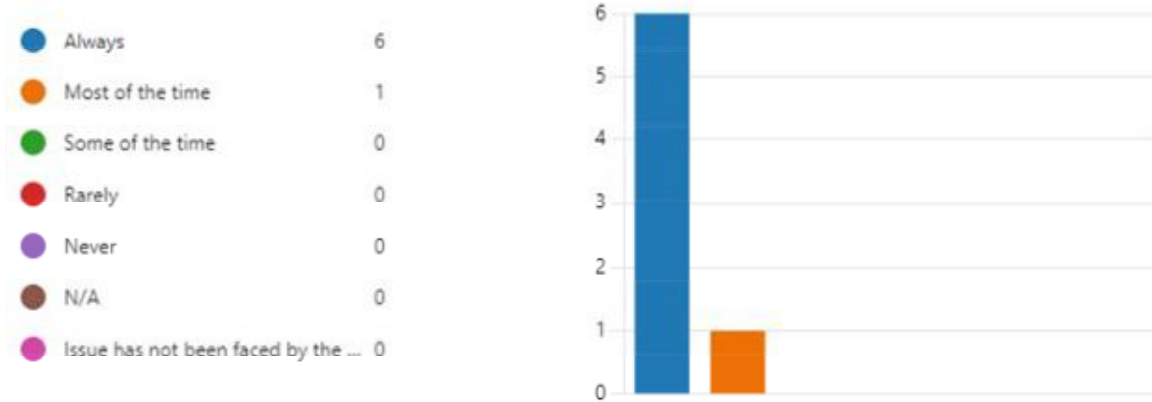
17. Provide specific representative examples to support your above response when applicable.

- N/A

18. **Item 2.2:**

The Board Chair/CGO is authorized to appoint the members of all Board committees.

Have we acted consistently with this item of policy?



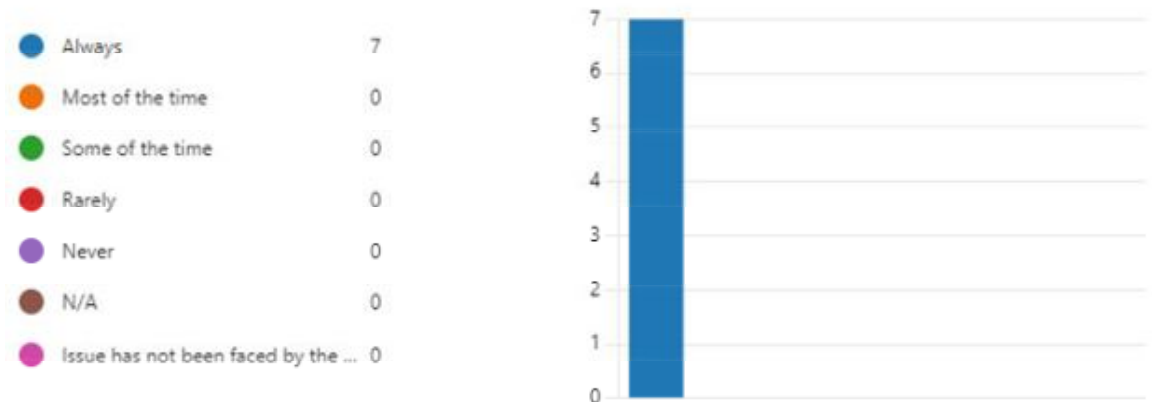
19. Provide specific representative examples to support your above response when applicable.

- N/A

20. ***Item 2.3:***

The Board Chair/CGO has no authority to make decisions about policies created by the Board within Ends and Executive Limitations policy areas. Therefore, the Board Chair/CGO has no authority to independently supervise or direct the President.

Have we acted consistently with this item of policy?



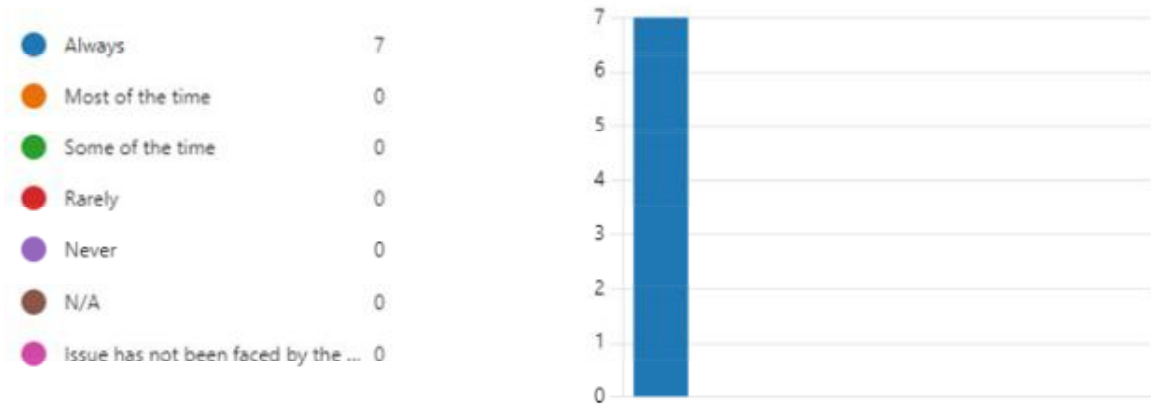
21. Provide specific representative examples to support your above response when applicable.

- N/A

22. **Item 2.4:**

The Board Chair/CGO may represent the Board to outside parties in announcing Board-stated positions and in stating the Board Chair/CGO's decisions and interpretations within the area delegated to the Chair.

Have we acted consistently with this item of policy?



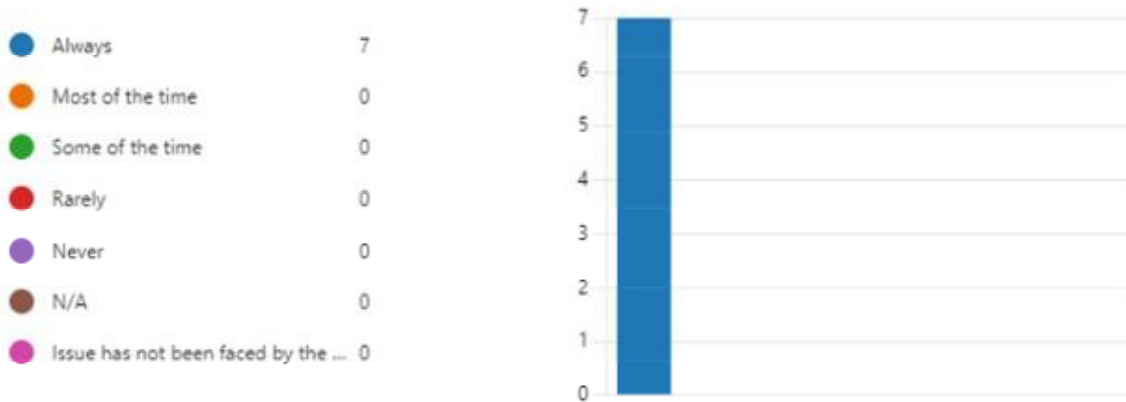
23. Provide specific representative examples to support your above response when applicable.

- N/A

24. **Item 2.5:**

The Board Chair/CGO may delegate this authority, but remains accountable for its use.

Have we acted consistently with this item of policy?



25. Provide specific representative examples to support your above response when applicable.

- N/A

26. Other Board Comments:

- N/A



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

Subject to be Discussed and Policy Reference:
<i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i>
<p>9.0 Monitoring Board Performance</p> <p style="padding-left: 20px;">9.4 GP-10 Investment in Governance – Board Survey Review</p> <p style="text-align: right;"><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-10 Investment in Governance</p>
Description:
<p>As part of Policy Governance practice, the Board completes a Self-Evaluation Survey of Governance Process and Board CEO Delegation policies following the month the respective policy is reviewed.</p> <p>The intention is effort to assist Members in assessing the Board’s compliance with Governance Process and Board CEO Delegation policies. The Board Chair will lead discussion at the meeting to consider aggregate responses from members and insights obtained from the compilation, relative to amending the policy in question, as well as points for consideration in future policy development and review.</p> <p>Enclosed are the results to help guide the board’s discussion.</p>
Resource Impact:
None
Requested Board Action:
Review of the results to determine compliance with policy statements and any changes that might be needed.
Action Taken:



Jackson College Board of Trustees

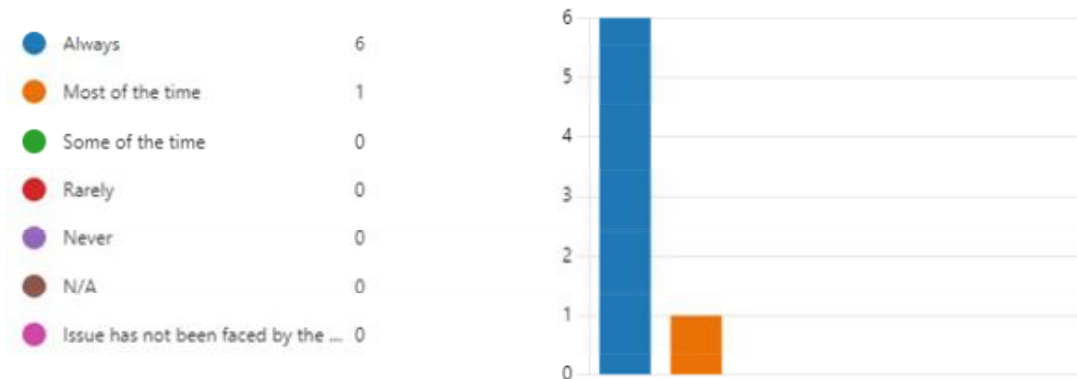
BOARD SELF-MONITORING SURVEY RESULTS: GP-10 Investment in Governance DATE: 04.11.2024

1. *Number of Response: 7*

2. *Policy opening statement:*

Consistent with its commitment to excellence in governance, the Jackson College Board of Trustees will invest in its governance competencies.

Have we acted consistently with this item of policy?



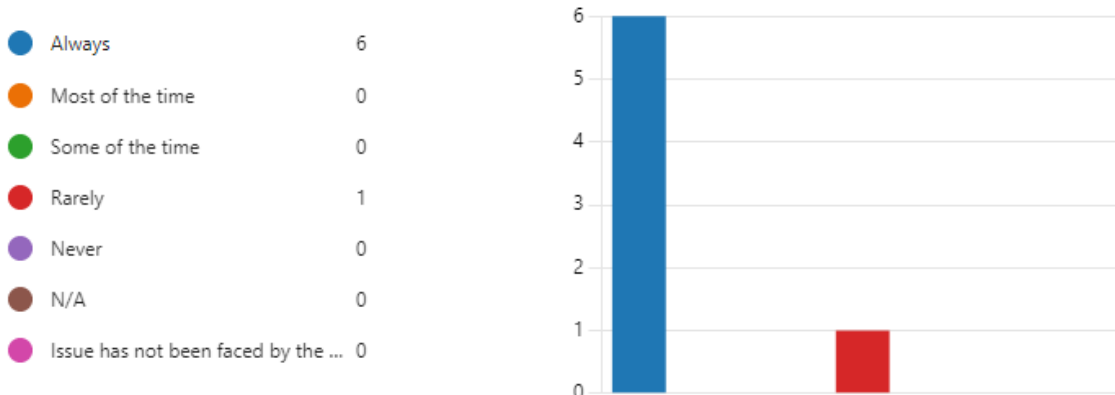
3. Provide specific representative examples to support your above response when applicable.

- N/A

4. *Item 1:*

Anyone who is, or is considering becoming a candidate for Trustee shall be provided with information that clearly outlines the role of the Board and the Board's expectations of a Trustee, including the Policy Governance methodology.

Have we acted consistently with this item of policy?



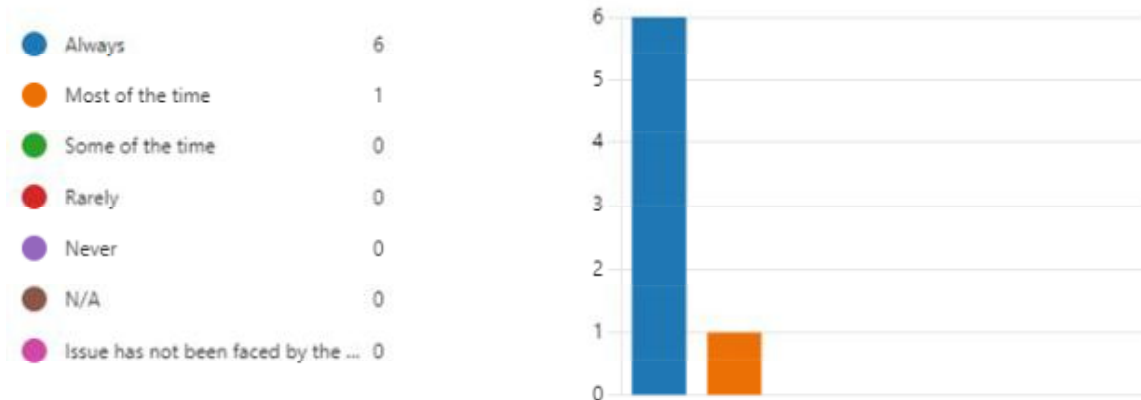
5. Provide specific representative examples to support your above response when applicable.

- N/A

6. **Items 2:**

Board skills, methods, and supports will be sufficient to assure governing with excellence.

Have we acted consistently with this item of policy?



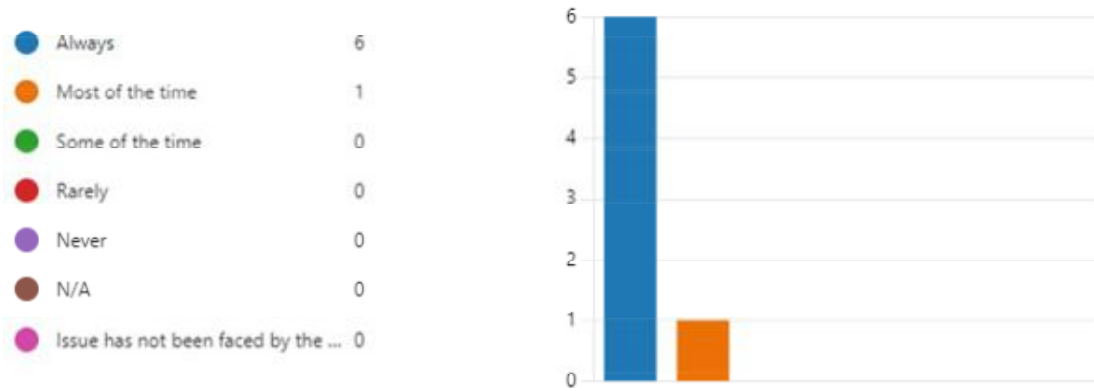
7. Provide specific representative examples to support your above response when applicable.

- N/A

8. **Item 2.1:**

New Trustees shall receive a complete orientation inclusive of an assigned mentor to ensure familiarity with the organization's issues and structure, and the Board's process of governance.

Have we acted consistently with this item of policy?



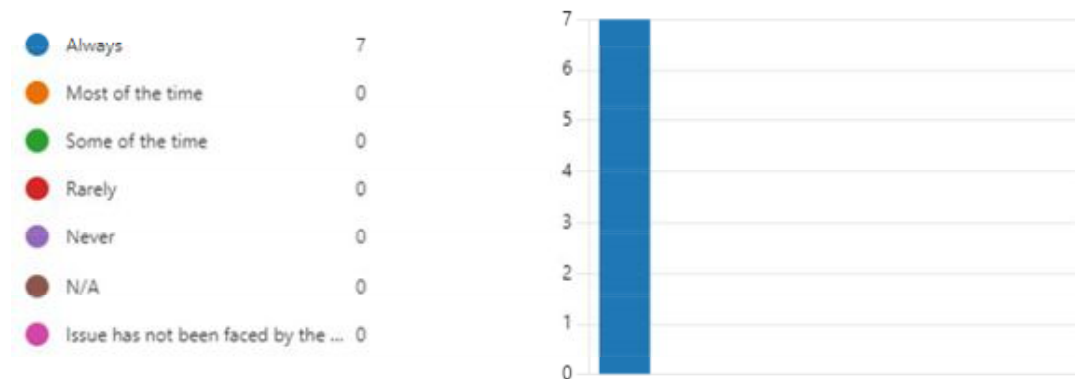
9. Provide specific representative examples to support your above response when applicable.

- N/A

10. *Item 2.2:*

Trustees shall have ongoing opportunity for continued education to enhance their Policy Governance capabilities.

Have we acted consistently with this item of policy?



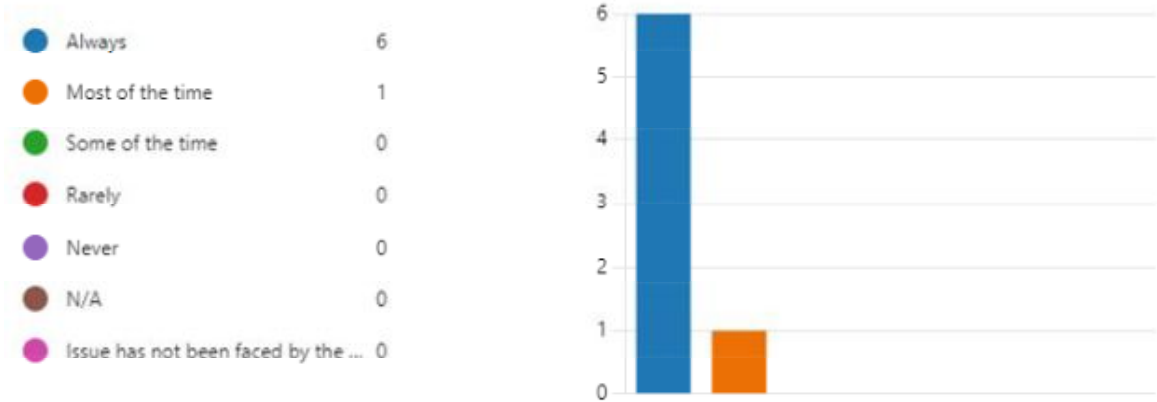
11. Provide specific representative examples to support your above response when applicable.

- N/A

12. *Item 2.3:*

Outreach mechanisms will be used as needed to ensure the Board's ability to listen to owner viewpoints and values.

Have we acted consistently with this item of policy?



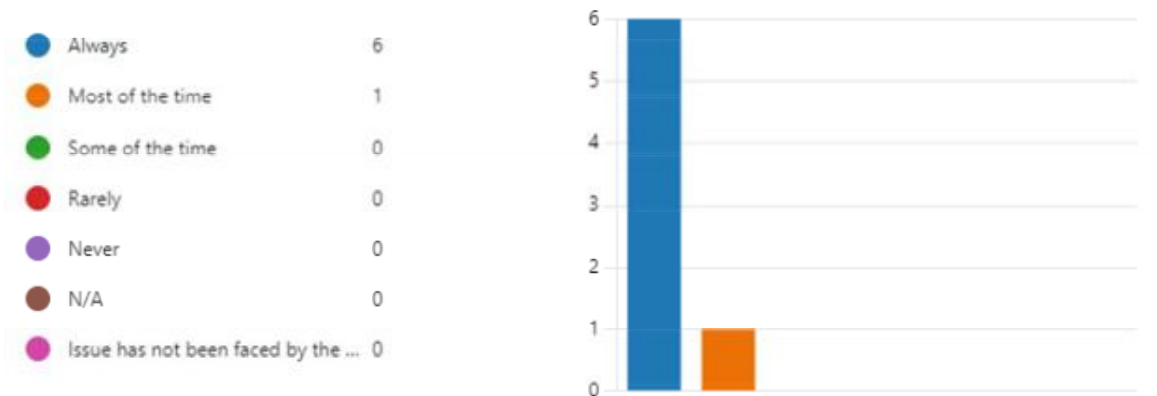
13. Provide specific representative examples to support your above response when applicable.

- *“This statement says “we have an obligation to listen to the owners viewpoints and values”....do we?”*

14. ***Item 2.4:***

Outside monitoring assistance will be arranged so that the Board can exercise sufficient control over organizational performance. This includes, but is not limited to fiscal audit.

Have we acted consistently with this item of policy?



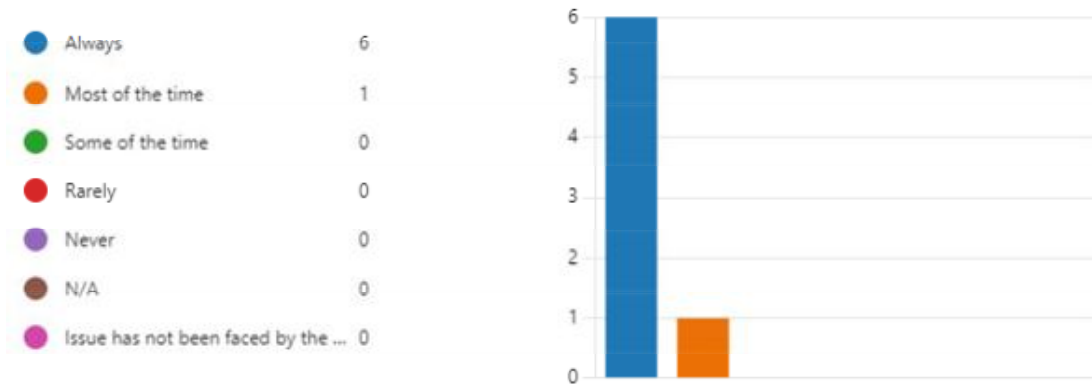
15. Provide specific representative examples to support your above response when applicable.

- N/A

16. **Item 3:**

Costs will be prudently incurred, though not at the expense of endangering the development and maintenance of superior governance capability.

Have we acted consistently with this item of policy?



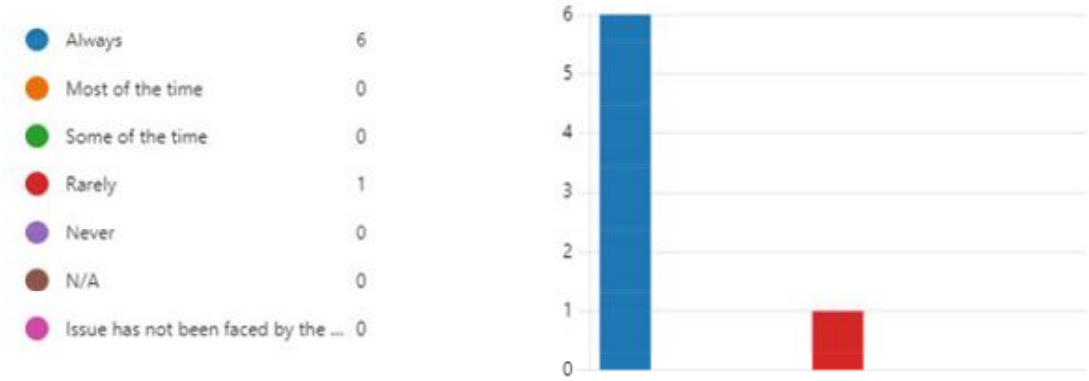
17. Provide specific representative examples to support your above response when applicable.

- N/A

18. **Item 3.1:**

The Board will establish annually, prior to the budget cycle, an annual budget for its own governance and related functions, which shall include funds for Board and Board committee meeting costs; Board education, recruitment and orientation; costs of fiscal audit, legal counsel and any other outside monitoring assistance required; and costs of methods such as focus groups, surveys and opinion analyses to ensure the Board’s ability to listen to owner viewpoints and values, professional development, travel, etc. The Board shall be accountable for the use of this budget.

Have we acted consistently with this item of policy?



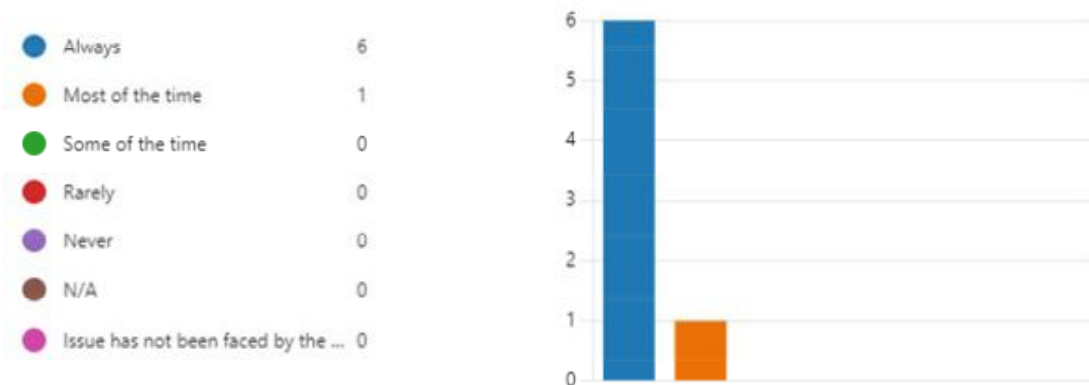
19. Provide specific representative examples to support your above response when applicable.

- N/A

20. **Item 4.0:**

The Board will use its governance means policies as measurable standards against which the Board's performance can be evaluated.

Have we acted consistently with this item of policy?



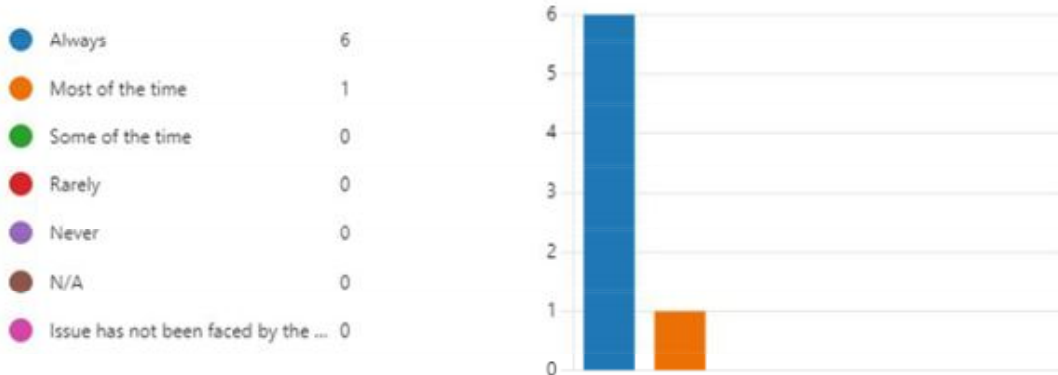
21. Provide specific representative examples to support your above response when applicable.

- N/A

22. **Item 4.1:**

The Board will evaluate and discuss the Board's process and performance at each meeting.

Have we acted consistently with this item of policy?



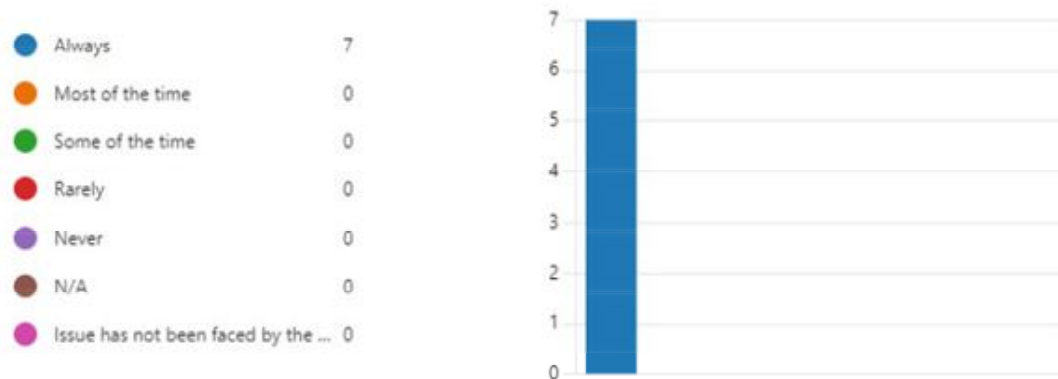
23. Provide specific representative examples to support your above response when applicable.

- N/A

24. **Item 4.2:**

Under the leadership of the Board Chair, at least annually the Board will conduct a self- evaluation. As a result of this evaluation, the Board will establish a governance action plan for improvement of identified areas.

Have we acted consistently with this item of policy?



25. Provide specific representative examples to support your above response when applicable.

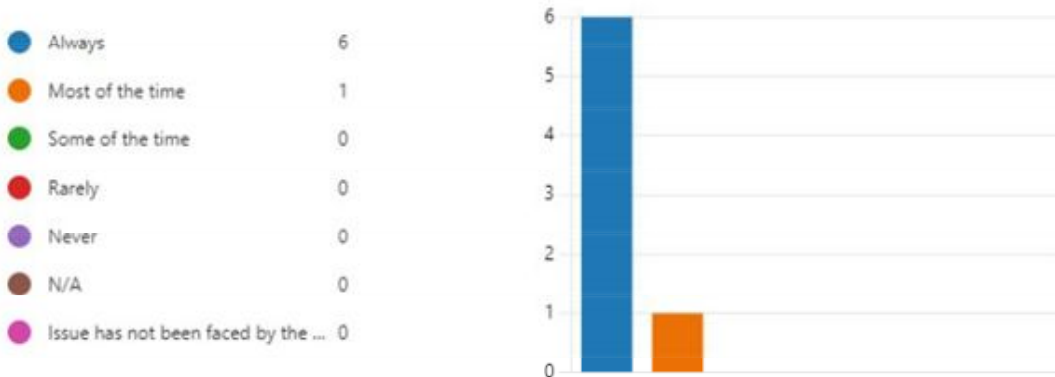
- N/A

26. **Item 4.2.1:**

The Board will monitor its adherence to its own Governance Process and Board – President Delegation policies regularly. Upon the choice of the Board, any

policy can be monitored at any time. However, at minimum, the Board will monitor its own adherence to them, according to an annual schedule.

Have we acted consistently with this item of policy?



27. Provide specific representative examples to support your above response when applicable.

- N/A

28. Other Board Comments:

- N/A



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>9.0 Monitoring Board Performance 9.5 GP-11 Board Linkage with Ownership – Board Survey Review</p> <p><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-11 Board Linkage with Ownership</p>
<p>Description:</p>
<p>As part of Policy Governance practice, the Board completes a Self-Evaluation Survey of Governance Process and Board CEO Delegation policies following the month the respective policy is reviewed.</p> <p>The intention is effort to assist Members in assessing the Board’s compliance with Governance Process and Board CEO Delegation policies. The Board Chair will lead discussion at the meeting to consider aggregate responses from members and insights obtained from the compilation, relative to amending the policy in question, as well as points for consideration in future policy development and review.</p> <p>Enclosed are the results to help guide the board’s discussion.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Review of the results to determine compliance with policy statements and any changes that might be needed.</p>
<p>Action Taken:</p>



Jackson College Board of Trustees

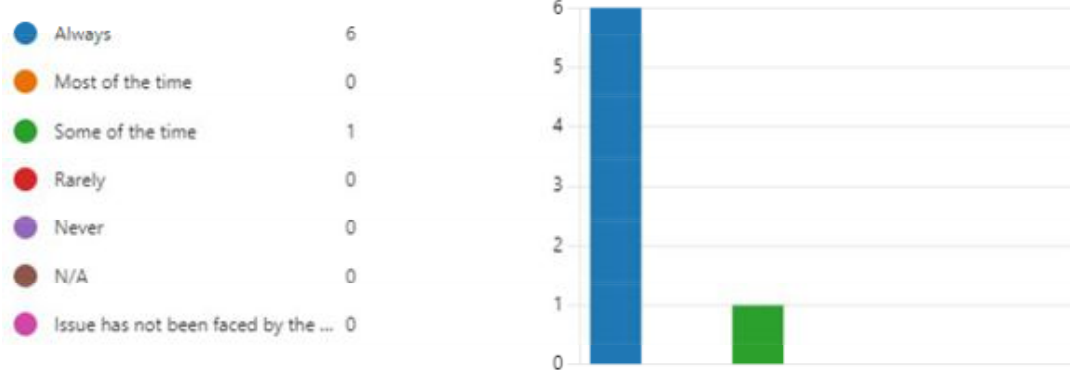
BOARD SELF-MONITORING SURVEY RESULTS: GP-11 Board Linkage with Ownership DATE: 04.11.2024

1. *Number of Response: 7*

2. *Policy opening statement:*

The Owners of Jackson College are defined as the citizens of Jackson County. The Jackson College Board of Trustees shall be accountable for the organization to its Owners as a whole. Trustees shall act on behalf of the Owners as a whole, rather than being advocates for specific geographic areas, individuals, ethnic groups or other interest groups.

Have we acted consistently with this item of policy?

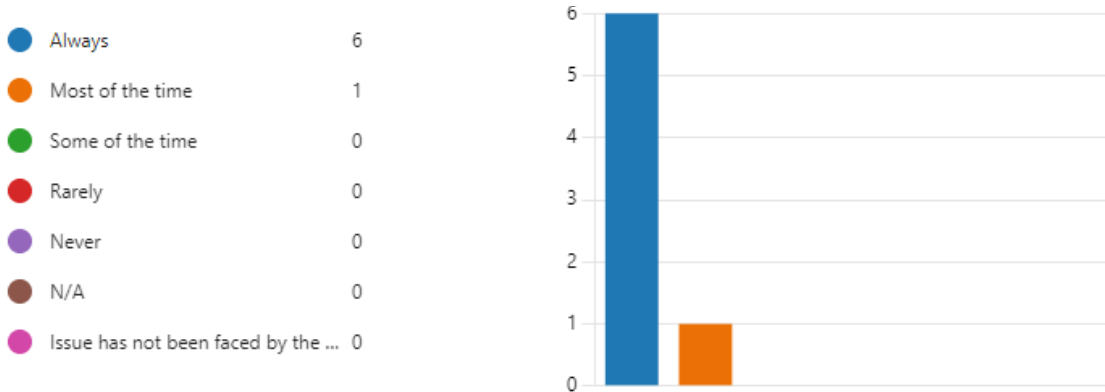


3. Provide specific representative examples to support your above response when applicable.

- *“Another statement, validating we are accountable to the owners, the citizens! We should be “reachable!”*

4. *1.0 : When making governance decisions, Trustees shall maintain a distinction between their personal interests as customers, of the College's mission and services, as well as their obligation to speak for others as a representative of the Owners as a whole. As the agents of the Owners, the Board is obligated to identify and know what the Owners want and need.*

Have we acted consistently with this item of policy?

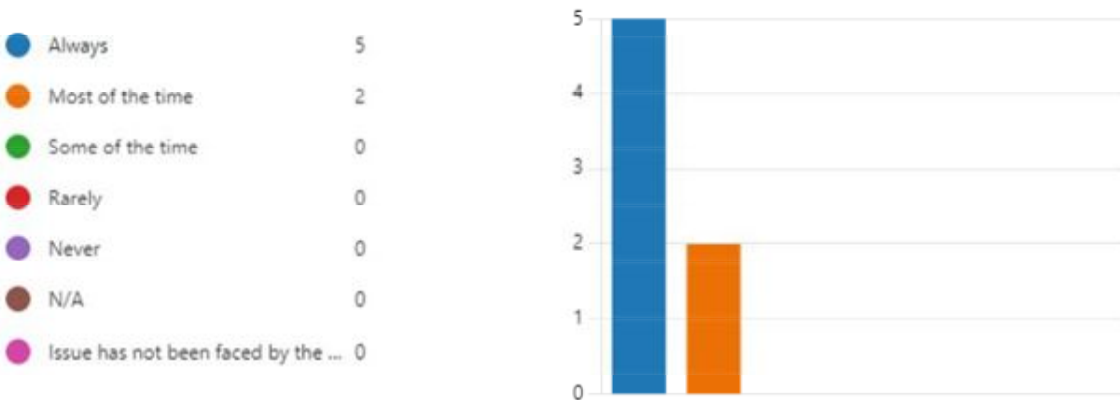


5. Provide specific representative examples to support your above response when applicable.

- N/A

6. ***2.0: The Board shall gather data in a way that reflects the diversity of the Ownership. It shall meet with, gather input from, and otherwise interact with Owners in order to understand the diversity of their values and perspectives.***

Have we acted consistently with this item of policy?



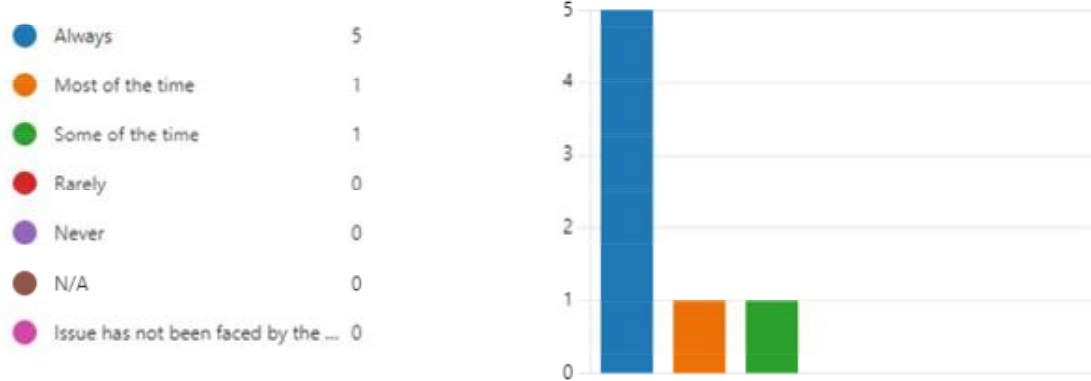
7. Provide specific representative examples to support your above response when applicable.

- N/A

8. ***3.0: The Board will establish and maintain a three-year Ownership Linkage planning cycle, in order to ensure that the Board has intentional and constructive dialogue and deliberation with the Owners, primarily around the organization's Ends. The plan will include selection of representative Owners***

for dialogue, methods to be used, and questions to be asked of the Owners. The information obtained from this dialogue with Owners will be used to inform the Board's policy deliberations.

Have we acted consistently with this item of policy?

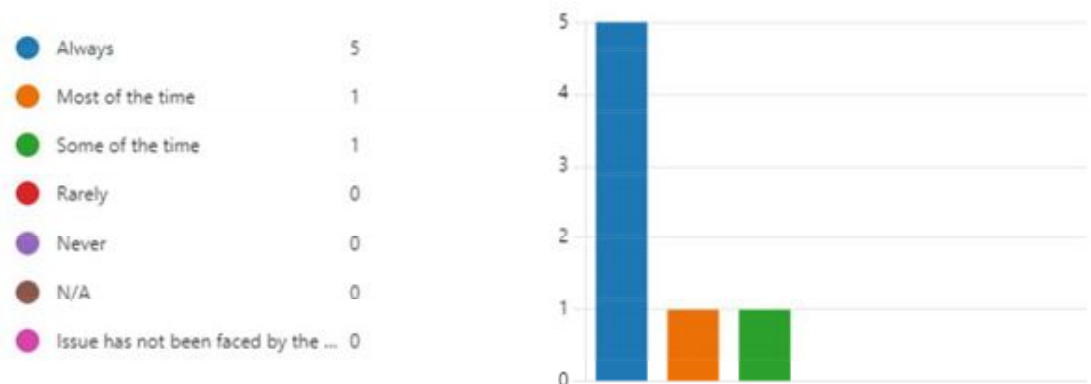


9. Provide specific representative examples to support your above response when applicable.

- N/A

10. **3.1: All Trustees are accountable to the Board for participating in the linkage with Owners as identified in the plan.**

Have we acted consistently with this item of policy?



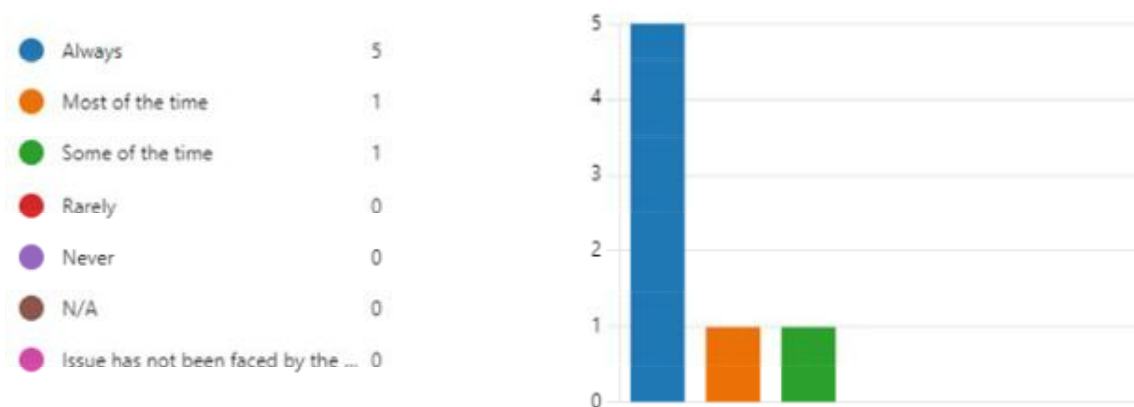
11. Provide specific representative examples to support your above response when applicable.

- N/A

12.4.0: The Board will consider its Ownership linkage successful if, to a continually increasing degree:

- *When developing or revising Ends, the Board has access to diverse viewpoints that are representative of the Ownership regarding what benefits this organization should provide, for whom, and the relative priority of those benefits.*
- *The Owners are aware that the Board is interested in their perspective, as owners and not as customers.*
- *If asked, the Owners would say that they have had opportunity to let the Board know their views.*
- *The Owners are aware of how the Board has used the information they provided.*
- *The outcomes of the deliberations with the Owners are policy related matters rather than operational or customer-based matters.*

Have we acted consistently with this item of policy?



13. Provide specific representative examples to support your above response when applicable.

- N/A

14. Other Board Comments:

- N/A



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>9.0 Monitoring Board Performance 9.6 BCD-00 Global Board Management Delegation – Board Survey Review</p> <p><u>BOARD POLICY:</u> BOARD-CEO DELEGATION: BCD-00 Global Board Management Delegation</p>
<p>Description:</p>
<p>As part of Policy Governance practice, the Board completes a Self-Evaluation Survey of Governance Process and Board CEO Delegation policies following the month the respective policy is reviewed.</p> <p>The intention is effort to assist Members in assessing the Board’s compliance with Governance Process and Board CEO Delegation policies. The Board Chair will lead discussion at the meeting to consider aggregate responses from members and insights obtained from the compilation, relative to amending the policy in question, as well as points for consideration in future policy development and review.</p> <p>Enclosed are the results to help guide the board’s discussion.</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Review of the results to determine compliance with policy statements and any changes that might be needed.</p>
<p>Action Taken:</p>



Jackson College Board of Trustees

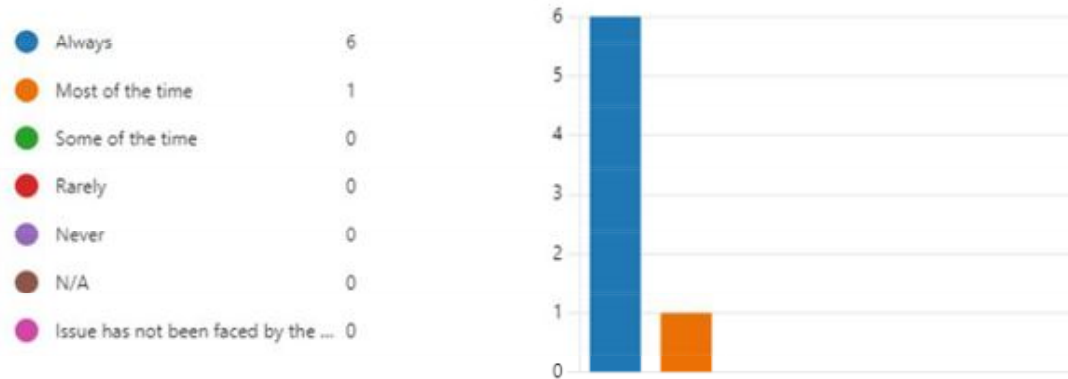
**BOARD SELF-MONITORING SURVEY RESULTS:
BCD-00
Global Statement
DATE: 04.11.2024**

1. *Number of Response: 7*

2. *Policy opening statement:*

The Board's sole official connection to the operational organization, its achievements and conduct will be through a chief executive officer, titled President & CEO, hereinafter "CEO".

Have we acted consistently with this item of policy?



3. Other Board Comments:

- N/A



BOARD OF TRUSTEES MEETING
Action & Information Report
Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i>
10.0 Information Requested by the Board 10.1 College Feature: Facilities Master Plan & FY'25 Master Plan Projects <u>BOARD POLICY:</u> EXECUTIVE LIMITATIONS: EL-03 Planning
Description: Consistent with member requests, I have added a component to the agenda which will appear each month entitled "College Feature" wherein I will bring forward some aspect of the College for presentation. As this month's "College Feature", Jason Valente will review the College's facilities master plan and deferred maintenance, much of which he was unable to address at the Spring Planning Session. Enclosed is the FY'24 and FY'25 master plan. The link to the 5-year plan is in the Resource Center of Diligent via this link .
Requested Board Action:
Review as information and ask Jason any questions the Board may have.

Jackson College
Fiscal Year 2024 - 2029
Facilities Plan

Building	Projects	Estimated Cost
Remaining Fiscal Year 2023-24		
	March 2024 Balance	2,680,034
Central Campus	Jets Air Station	(751,411)
Central Campus	Jets Pavilion	(59,998)
Central Campus	Campus Building Roof Repairs	(500,000)
Central Campus	Potter Center Fire - Dampers	(60,000)
Central Campus	Potter Center Fire - Stage Lighting	(700,000)
Central Campus	Potter Center Fire - Supression Systems	(210,283)
Central Campus	Potter Center Fire - Transformer	(40,000)
Central Campus	Central Campus GIS / Topo / Utility	(40,000)
Central Campus	Stormwater Mgmt Plan/Retention Pond	(26,000)
Central Campus	Dahlem connector Browns Lake Rd	(380)
Central Campus	Shipping & Receiving	(22,782)
Central Campus	Maroon Hall Repairs (Paint, Windows, Trim)	(3,500)
Central Campus	TSF Exterior Spaces	(105,790)
Central Campus	Howser Child Development Center Improvements	(79,962)
Central Campus	Nature trail with pond view	(7,000)
Central Campus	EV Chargers	(50,268)
Central Campus	Steam Factory Improvements	(14,481)
Central Campus	Baughman Theater Repairs, Seating, Lighting	(112,507)
Central Campus	UVC Air Purification Installation	(28,000)
Central Campus	Central Campus Mall	(60,000)
Central Campus	GP 2nd Floor Office Renovation	(37,103)
Central Campus	Facilities Condition Assessment	(52,583)
Central Campus	Standby Power	(100,000)
Central Campus	National Fitness Campaign	(279,301)
Central Campus	Instrumental Music Studio	(449,990)
Central Campus	GP Restroom Countertops	(19,279)
Central Campus	WA Restroom Countertops	(28,241)
Central Campus	WA All Gender Restroom	(46,200)
Central Campus	GP Generator	(125,000)
Central Campus	Deferred Maintenance and Life Safety	(1,191,500)
	Insurance, Gift Support	531,000
	06.30.24 Year-End Transfer	3,613,523
Projected Balance 06.30.24		1,622,999
Fiscal Year 2024-25		
Various	Misc. Building and Site Repairs	(100,000)
Central Campus	General Campus Roof Repairs	(1,470,975)
Central Campus	Medical Simulation Center Retrofit	(2,999,255)
Central Campus	Ruth Day Theatre Improvements	(278,406)
Central Campus	Housing Back Up Power Project	(700,000)
Central Campus	WA Renovations	(203,974)
Central Campus	GP 2nd Floor Office Renovation	(163,500)
	BSN Special Allocation	2,000,000
	06.30.25 Year-End Transfer	2,297,027
Projected Balance 06.30.25		3,916



BOARD OF TRUSTEES MEETING
Action & Information Report
Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i>
10.0 Information Requested by the Board 10.2 Next Regular Board Meeting Topics – May 13, 2024 <u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-03 Board Planning Cycle and Agenda
Description:
This time has been set aside to help the Board anticipate topics for the next regular Board meeting (May 13, 2024). Below are currently anticipated topics. Please feel free to offer other agenda items at this point on the agenda. <ul style="list-style-type: none">• Jets Air Station Ribbon Cutting (5:00pm prior to the Board Dinner)• Policy Review: EL-03 Planning• Policy Review: GP-09 Board Code of Conduct• Interpretations Review: EL-03 Planning• Evidence Review: EL-05 Asset Protection• Evidence Review: EL-06 Investments• CEO Monitoring Compliance Schedule & Summary• Board Survey Review: GP-03 Board Planning Cycle & Agenda Control• Board Survey Review: GP-12 Board Linkage with External Organizations• Board Survey Review: BCD-05 CEO Succession
Requested Board Action:
Review of currently anticipated topics.

<p>BOARD OF TRUSTEES MEETING Action & Information Report Board Meeting Date: April 15, 2024</p>



TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

<p>Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANE?</i></p>
<p>11.0 Self-Evaluation of Governance Process & Board Performance at this Meeting 11.1 Principles of Policy Governance</p> <p><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-01 Governing Style</p>
<p>Description:</p>
<p>This time has been set aside for the Board, as part of our continuous improvement work in order, to assess the Board’s work and commitment towards the Ten Policy Governance principles, as well as its governance practice.</p> <p>The URL link below will provide an overview of the Policy Governance principles that you can use for determining the effectiveness and efficacy of the Board’s work both in terms of this meeting and in general governance practice.</p> <p>https://governforimpact.org/resources/principles-of-policy-governance.html</p>
<p>Resource Impact:</p>
<p>None</p>
<p>Requested Board Action:</p>
<p>Define particular areas for improvement in the governance process.</p>
<p>Action Taken:</p>
<p> </p>



BOARD OF TRUSTEES MEETING
Action & Information Report
 Board Meeting Date: April 15, 2024

TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANES?</i>
12.0 Meeting Content Review <p style="text-align: center;"><u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-01 Governing Style</p>
Description:
This item on the agenda provides the Board the opportunity to give the Board Chairman and the President feedback on the quality of the content provided during this Board Meeting. We would appreciate receiving suggestions wherein you would like to see changes made to future Board Meetings.
Resource Impact:
None
Requested Board Action:
Consideration of areas for meeting content improvement
Action Taken:

BOARD OF TRUSTEES MEETING
Action & Information Report
Board Meeting Date: April 15, 2024



TO: Jackson College Board of Trustees
FROM: Dr. Daniel J. Phelan, President & CEO

Subject to be Discussed and Policy Reference: <i>ARE WE STAYING IN OUR POLICY GOVERNANCE LANES?</i>
13.0 Adjourn* <u>BOARD POLICY:</u> GOVERNANCE PROCESS: GP-13 Special Rules of Order
Description:
Board action is required to adjourn the meeting.
Resource Impact:
None
Requested Board Action:
Meeting Adjournment
Action Taken: