

SUMMER RETREAT OF THE BOARD OF TRUSTEES
Jackson College - Wickwire House, 1135 Wickwire Road
Jackson, Michigan
July 12, 2018

The Jackson College Board of Trustees annual Summer Retreat was held on Thursday, July 12, 2018 at the Wickwire House, 1135 Wickwire Road, Jackson, Michigan 49201.

Chairman, Samuel Barnes called the meeting to order at 8:30AM Eastern Daylight Savings Time.

Board Members Present: Chairman, Samuel Barnes; Vice Chairman, John Crist; Treasurer, Donna Lake; Secretary, Sheila Patterson, Trustee Matt Heins, Trustee Dr. Ed Mathein and Trustee, Philip Hoffman.

Others Present: Dr. Daniel Phelan and Sara Perkin.

SEXUAL HARASSMENT & ASSAULT POLICY & LEGAL REVIEW

College Attorney, Bill Abbott was on hand to provide a professional development training on sexual harassment. Additionally, a brief legal review of College matters was provided, as well as an overview on the Dahlem Center property restrictions. Continued board development will be provided each summer on this topic, as well as monthly legal updates will be provided to the Board.

PUBLIC SUPPORT CONSIDERATION

President Phelan provided an overview of possible pursuit of millage support opportunities. He also shared that the College has begun conversations with TMP Architecture, the organization that helped the Jackson Public School pass their most recent millage.

BOARD & EXECUTIVE FUNCTIONING/YEARLY MEETING SCHEDULE

President Phelan shared that he has been working with the Leadership Council to ensure proper protocols are followed during board meetings. In addition, he shared that employment 'category three' employees will be asked to attend board meetings in the future.

The Board members indicated that they do not need to see comprehensive annual budget details at future meetings. Regarding the Administrative Manual, only an addendum on compensation and benefits will need to be shared going forward. In addition, the president indicated that the Board packs will be kept to a manageable size (approximately 30 pages or less, with essential URLs).

Discussion around improvements to the Board's agenda occurred, specifically: to have visitor comments instead of categorized student and employee comments. Discussion was also held regarding the yearly meeting schedule to ensure this is still meeting the needs of the Board. Possible changes discussed included eliminating the July and

December meetings and moving the Maher hosted meeting date to November. These changes will be brought forward during the August board meeting for consideration. The Board agreed that attending the ACCT National Legislative Summit is still of importance.

CAMPUS MALL PROJECT

President Phelan provided an overview of the Campus Mall Project, as well as answered questions. President Phelan also shared an update on partnering with Cypress Creek as a teaching/test site for a photovoltaic solar array.

PUBLIC SCHOOL ACADEMIES PLANNING

President Phelan provided an update on the JPEC building. Trustee Heins expressed concerns related time the President and his administrators are using for the project. President Phelan also provided an update on DaVinci.

MENTAL HEALTH AWARENESS

Sarah Sabin from Family Services and Children's Aid was on hand to provide an update on the Oasis Center activity and provide information about mental health in the community and services available. Trustee Hoffman shared that he would appreciate the Mental Health First Aid training for the Board. President Phelan will look into the Employee Resource Network and additional staffing through the Family Services organization.

BLUE OCEAN STRATEGY/ENVIRONMENTAL CONSIDERATIONS

Conversation was held around exploring blue oceans at the College as we consider our future markets. President Phelan shared that we are looking at all of our programs to see where demand is, as well as wage information. Conversation is being had about making changes to the program review process as well. Regarding the book, Trustee Hoffman would like to look at the subsequent Blue Ocean Shift book. Discussion was had around reaching our non-customers.

BENCHMARKING

President Phelan shared with the Board that we are working with Lorain County Community College to set up a benchmarking opportunity. President Phelan asked if the Board prefer meeting during ACCT or schedule a separate trip to benchmark. The consensus is that we will attempt to set something up during ACCT. Trustee Mathein asked if there is a similar Board not in higher education we could benchmark against.

PLUS-DELTA

Plus comments included the mental health presentation as well as the update on the campus mall project and the legal update. Trustee Hoffman commented that some additional improvements are needed for the main entrance area. President Phelan shared that planning is underway to make improvements to all of the athletic fields. Trustee Hoffman appreciates concluding the meeting by 3:00pm. Heins commented that he appreciated the food, the content and the book but would like to get the book a little more in advance.

Meeting adjourned at 2:33PM.

The foregoing minutes of the Board of Trustees Retreat was held on Thursday, July 12, 2018 were approved at the regular meeting of the Board held on August 13, 2018.

Sheila Patterson

Secretary

Samuel R. Barnes

Chairman