

REGULAR MEETING OF THE BOARD OF TRUSTEES
Jackson College
Central Campus
Jackson, Michigan
January 8, 2018

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, January 8, 2018 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson Michigan 49201.

Chairman Barnes called the meeting to order at 6:30PM Eastern Standard Time (EST).

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

Board Member Excused Absence: Trustee, Philip Hoffman

Others Present: Dr. Daniel Phelan, Dr. Kate Thirolf, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Michael Masters, Dotty Karkheck, Melissa Merkel, Elizabeth Andrews and David Hooper.

COMMUNICATIONS

Citizen Comments

There were no citizen comments.

Employee Comments

There were no employee comments

Board Comments

- Trustee Heins shared that he stopped by the employee holiday gathering and it was a nice turnout. Trustee Heins also shared he is looking forward to the hiring of a diversity officer as President Phelan had outlined;
- Chairman Barnes commented that Commonwealth recently hired a Jackson College graduate whom is doing extremely well; and
- Trustee Crist also commented that he enjoyed the holiday gathering.

Student/Student Government Comments

There were no student comments.

Consideration of Minutes

The minutes of the regular Board meeting on December 11, 2017 were moved into the record by Chairman Barnes on behalf of the Trustees.

Marketing Report

Dotty Karkheck, Director of Marketing, provided highlights from the Marketing Department and shared highlights of the 90th Anniversary Website.

ENDS PERFORMANCE REPORT

Student Learning Board Monitoring Report

Dr. Kate Thirolf, Dean of Business and Human Services presented the Student Learning 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.jccmi.edu/institutional-research/performance-monitoring/>

ACTION ITEMS

Second Reading: Financial Condition and Asset Protection

President Phelan presented the Financial Condition and Asset Protection policies.

MOTION BY TRUSTEE HEINS "To approve the Financial Condition and Asset Protection policies." **MOTION PASSED UNANIMOUSLY.**

Consideration of Spring Planning Session Date

Sara Perkin, Chief of Staff shared that May 4, 2018 be considered for the Board's Planning Session. Due to a conflict for Trustee Crist, the date for consideration was moved to May 3, 2018. **MOTION BY TRUSTEE LAKE** "To approve Thursday, May 3, 2018 for the Spring Planning Session. **MOTION PASSED UNANIMOUSLY.**

Selection of Representatives for Outstanding Award Committees

President Phelan asked the Board if they would like to serve on the four Outstanding Award Committees. Trustees Lake, Mathein, Heins and Crist volunteered to serve on the selection committees.

Consideration of Presidents Absence: February Board Meeting

President Phelan asked the Board to consider his absence from the February 5, 2018 Board meeting, in accordance with the Board's request that he be absent from one board meeting per year. Presiding in his place will be Cindy Allen, Vice President of Human Resources and Administration. **MOTION BY TRUSTEE HEINS** "To approve the President's Absence at the February 5, 2018 board meeting. **ROLL CALL VOTE: TRUSTEES LAKE, MATHEIN, HEINS, BARNES AND PATTERSON VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Consideration of Reappointment of JPEC Board of Governors

President Phelan asked the Board to consider the reappointment of JPEC Governors Steven Hogwood, Zoe Wilcox and Jonathan Williams. President Phelan mentioned that he is working closely with NCSI and Dr. Goenner, as well as having monthly meeting with JPEC Board Chairman Dr. Rob Rando. In addition, Vice Presidents Norris and Frew are also meeting with JPEC President Malmquist on a monthly basis so as to improve the focus of the organization toward achievement of the vision for the school. President Phelan indicated that he would have a detailed follow up at the Spring Planning Session with the Board. Following discussion, the Board **MOTION BY TRUSTEE PATTERSON** "To approve the reappointment of JPEC Board of Governors

Hogwood, Wilcox and Williams as well as the appointment of Darrell Norris. **MOTION PASSED UNANIMOUSLY.**

INFORMATION ITEMS

First Reading: Communication & Counsel to the Board and Accreditation

The Communication & Counsel to the Board and Accreditation policies were shared for first reading. The policies was moved to second reading consideration next month.

Board Self-Evaluation Results

The Board briefly discussed the results and determined they would add this topic to the Spring Planning Session Agenda.

Consideration of Distinguished Service Award Nominations

President Phelan requested that the Board begin thinking of nominees for the 2018 Distinguished Service Award. He asked that the Board be prepared to consider the selection of the preferred candidate at the March Board Meeting.

President's Report

President Phelan provided brief college updates to the Board including an update on the HEA/PROSPER Act, the Jackson County Early College (JCEC) and upcoming events.

ADJOURN

MOTION BY TRUSTEE HEINS "To adjourn." **MOTION PASSED UNANIMOUSLY.**
Meeting adjourned at 7:54PM.

An oversight on the agenda required a motion to re-open the meeting. **MOTION BY TRUSTEE LAKE** "To re-open the meeting." **MOTION PASSED UNANIMOUSLY.**
Meeting re-opened at 7:55PM.


Jackson College Foundation Update

Jason Valente, President of Jackson College Foundation provided an update on the Foundation.

MOTION BY TRUSTEE LAKE "To adjourn." **MOTION PASSED UNANIMOUSLY.**
Meeting adjourned at 8:00PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, January 8, 2018 were approved at the regular meeting of the Board held on February 5, 2018.


Secretary


Chairman