

**REGULAR MEETING OF THE BOARD OF TRUSTEES
CENTRAL CAMPUS
Jackson, Michigan
October 9, 2017**

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, October 9, 2017 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson Michigan 49201.

Chairman Barnes called the meeting to order at 6:30PM Daylight Savings Time (DST).

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

Board Member Excused Absence: Trustee, Philip Hoffman and Secretary, Sheila Patterson.

Others Present: Dr. Daniel Phelan, Dr. Rebekah Woods, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Jim Jones, Alana Tuckey, Melisa Merkel, Chas Lietaert, Jamar Corlzer-Lowe, Jolene Chapman, Tonia Compton, Jered Smart, Antoine Breedlove, Lee Hampton, Ruth Bahre, Kelly Crum, Anthony Rana and Dotty Karkheck.

COMMUNICATIONS

Citizen Comments

There were no citizen comments.

Employee Comments

Dr. Rebekah Woods introduced Jolene Chapman, Dean, Skilled Trades & Health Sciences and Tonia Compton, Director, Instructional Innovation. Vice President for Student Services, Jeremy Frew, introduced Jered Smart, Admissions Recruiter.

Board Comments

No trustee conflicts with agenda items were noted by members.

- Trustees Lake, Mathein and Crist commented that they were pleased with the outcomes from the recent ACCT Conference.
- Chairman Barnes mentioned that, following the ribbon cutting event, he met a gentleman who had worked on the acoustics when the Potter Center was originally built. He shared his suggestion that during any additional stages of construction sound engineering should be considered.

Student/Student Government Comments

Chas Lietaert introduced the new Student Government Association Secretary Ruth Bahre. Jamar Corlzer-Lowe provided a brief update on current student activities.

Consideration of Minutes

The minutes of the regular Board meeting on September 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. Additionally, she shared the news that the department was the recipient of five national awards from NCMPR.

ENDS PERFORMANCE REPORT

Diversity Board Monitoring Report

Cindy Allen, Vice President of Administration and Human Resources, presented the Diversity Board Monitoring Report and addressed questions from the Board. A complete copy of the report is located on the Board's webpage:

<https://www.iccm.edu/institutional-research/performance-monitoring/>

Treasurer's Report FY 2018 Q1 Report

Vice President of Finance, Darrell Norris, presented the FY 2018 Q1 report and addressed questions from the board.

ACTION ITEMS

Second Reading: General Executive Constraints, Human Relationships and Statement of Equity

President Phelan presented the General Executive Constraints, Human Relationships and Statement of Equity. **MOTION BY TRUSTEE LAKE** "To approve the General Executive Constraints and Human Relationships policies." **MOTION PASSED UNANIMOUSLY. MOTION BY TRUSTEE HEINS** "To approve the Statement of Equity." **MOTION PASSED UNANIMOUSLY.**

INFORMATION ITEMS

Compensation and Benefit, Board Members Code of Conduct and Emergency Presidential Succession Plan

The Compensation and Benefit, Board Members Code of Conduct and Emergency Presidential Succession Plan policies were presented for the Board's first reading consideration. The policies was moved to second reading consideration next month.

Strategic Plan Update

President Phelan shared an overview of the closeout of this year's strategic plan initiatives. He noted that a Strategic Agenda draft will be presented for discussion during the fall planning session of the Board.

President's Report

President Phelan provided brief college updates to the Board including legislative updates, a status update on accreditation from National League for Nursing and upcoming events. Dr. Rebekah Woods provided a brief update on JPEC and Jason Valente, President of Jackson College Foundation shared updates.

Additional Comment

Trustee Crist shared an update from the Audit Committee meeting. He stated that the committee will likely ask for IT audits to continue, as part of the overall college audit process.

ADJOURN

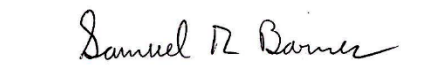
MOTION BY TRUSTEE CRIST "To adjourn." **MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 7:36PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, October 9, 2017 were approved at the regular meeting of the Board held on November 13, 2017.



Secretary



Chairman