

**REGULAR MEETING OF THE BOARD OF TRUSTEES
CENTRAL CAMPUS
Jackson, Michigan
November 13, 2017**

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, November 13, 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 Eastern Standard Time (EST).

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

Board Member Excused Absence: Treasurer, Donna Lake

Others Present: Dr. Daniel Phelan, Dr. Kate Thirolf, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Jim Jones, Michelle Fowler, Kim Abbott, Theresa Choate, Alana Tuckey, Chas Lietaert, Jamar Corlzer-Lowe, Ruth Bahre and Dotty Karkheck.

COMMUNICATIONS

Citizen Comments

There were no citizen comments.

Employee Comments

Dr. Kate Thirolf, Dean of Business introduced Aaron Ensley, the College's new Economics Faculty. Aaron provided an overview of his background and excitement of being at Jackson College.

Board Comments

- No trustee conflicts with agenda items were noted by members.
- Trustee Mathein provided an update on the MCCA Trustee Institute he attended recently;
- Trustee Patterson shared that she attended a recent meeting held by the City of Jackson regarding violence in the City. She commented how great it was to see the Jackson College Sisters of Strength and Men of Merit students in attendance; and
- Trustee Crist commented on his recent involvement on the Pathways 6 Institute in Seattle with the College's Pathways team.

Student/Student Government Comments

Nick Radziewicz, Student Government Association President, provided a brief update.

Consideration of Minutes

The minutes of the regular Board meeting on October 9, 2017 and the minutes of the Spring Planning Session of November 1, 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.

ENDS PERFORMANCE REPORT

Student Learning Board Monitoring Report

Dr. Kate Thirolf, Dean of Business & Human Services, presented the Student Learning Board Monitoring Report 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/>

Audit Report

Michelle Fowler from Rehman, the College's Auditor, was on hand to share the Annual Audit Report, which had no significant findings.

ACTION ITEMS

Second Reading: Compensation and Benefits, Board Members Code of Conduct and Emergency Presidential Succession Plan

President Phelan presented the Compensation and Benefits, Board Members Code of Conduct and Emergency Presidential Succession Plan. **MOTION BY TRUSTEE HEINS** "To approve the Compensation and Benefits, and Emergency Presidential Succession Plan policies." **MOTION PASSED UNANIMOUSLY.** Board Members Code of Conduct was reviewed for additional edits and will be brought back for an additional reading.

Consideration of 2017-2020 Strategic Agenda

President Phelan presented the 2017-2020 Strategic Agenda for their consideration. **MOTION BY TRUSTEE HOFFMAN** "To approve the 2017-2020 Strategic Agenda. **MOTION PASSED UNANIMOUSLY.**

INFORMATION ITEMS

First Reading: Budgeting/Forecasting and ENDS & Monitoring

The Budgeting/Forecasting and ENDS & Monitoring policies were shared for first reading. The policies was moved to second reading consideration next month.

President's Report

President Phelan provided brief college updates to the Board including legislative updates, upcoming events and the Facility Naming policy.

ADJOURN

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

Meeting adjourned at 7:55PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, November 13, 2017 were approved at the regular meeting of the Board held on December 11, 2017.

Sheila Patterson

Secretary

Samuel R. Barnes

Chairman