

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**Jackson College, Central Campus**  
**Jackson, Michigan**  
**February 6, 2017**

The regular meeting of the Board of Trustees of Jackson College, Jackson County, Michigan, was held on Monday, February 6, 2017 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; Treasurer, Donna Lake; Secretary, Sheila Patterson; Trustee, Matt Heins and Trustee, Dr. Ed Mathein.

*Board Member Excused Absence:* Trustee, Philip Hoffman

*Others Present:* Dr. Daniel Phelan, Dr. Rebekah Woods, Cindy Allen, Sara Perkin, Jason Valente, Darrell Norris, Dr. Kristi Hottenstein, Mike Hansen, Pat Guenther, Ben Dandrow, Jay Ponagai, Dotty Karkheck and Jeff Steers.

**COMMUNICATIONS**

*Citizen Comments*

Ben Dandrow from the Dahlem Center was present and provided an update on the Conservatory and encouraged expanded collaboration with the College..

Chairman Barnes asked the Board to consider an extension for comments for Mike Hansen. The Board unanimously granted him 10 minutes to present remarks from the Michigan Community College Association (MCCA).

Mike Hansen, President of Michigan Community College Association subsequently provided updates on federal and state legislative matters. He expressed appreciation to the Board for the involvement of President Phelan and Trustee Crist..

*Employee Comments*

The following new employee was introduced to the Board: Patricia Guenther, the new faculty director of the dental hygiene program..

*Board Comments*

Trustee Lake requested excused from consideration related to item 6.4.on the evening's agenda

Trustee Crist shared that he had a great experience at the MCCA Lansing Legislative Summit. Chairman Barnes shared that he attended the Jackson College Women's Basketball game.

### *Student/Student Government Comments*

There were no updates from Student Government.

### *Consideration of Minutes*

There being no proposed modifications, the minutes of the regular Board meeting on January 9, 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 report for the month. She noted that they are now including social media metrics, as well as top pages visited in their monthly reports.

## **ENDS PERFORMANCE REPORT**

### *Instruction Board Monitoring Report*

Dr. Rebekah Woods, Provost presented the Instructional Monitoring Report and addressed questions from the Board.

Darrell Norris, Vice President of Finance provided an overview of the revised 2<sup>nd</sup> quarter financial report and addressed questions from the Board.

## **ACTION ITEMS**

### *Second Reading: Communication & Counsel to the Board and Accreditation*

President Phelan presented the Communication & Counsel to the Board and Accreditation policies. **MOTION BY TRUSTEE PATTERSON** “to approve the Communication & Counsel to the Board and Accreditation policies as presented.”

**MOTION PASSED UNANIMOUSLY.**

### *Consideration of Resolution to Authorize Rural Business Development Grant Project/Authorization*

President Phelan requested the Board’s approval of the enclose resolution to authorize the project and application for the Rural Business Development Grant. **MOTION BY TRUSTEE CRIST** “to approve the resolution to authorize the project/application for Rural Business Development Grant” **MOTION PASSED UNANIMOUSLY.**

### *Selection of Presenter’s for Commencement*

Each year during the Commencement ceremony, the Board of Trustees present both the Crocket Award and the Distinguished Service Award. Trustee Heins volunteered to present the Distinguished Service Award. Trustee Crist or Trustee Lake will present the Crocket Award.

### *Consideration of Recipient of 2017 Crocket Award*

Jason Valente, President of the Jackson College Foundation shared the Foundations recommendation for Dr. Jon Lake to be considered for the 2017 Crocket Award.

**MOTION BY TRUSTEE CRIST** “To name Dr. Jon Lake as the 2017 Crocket Award.”  
**MOTION PASSES UNANIMOUSLY, WITH TRUSTEE LAKE ABSTAINING.**

## **INFORMATION ITEMS**

### *First Reading: Governance Commitment and Governing Style*

The Governance Commitment and Governing Style policies were presented for the Board's first consideration. Both policies were moved to second reading status with minor corrections.

### *President's Report*

President Phelan provided an update of significant College initiatives, future events, legislative and academic matters.

## **ADJOURN**

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

Meeting adjourned at 7:40PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, February 6, 2017 were approved at the regular meeting of the Board held on March 13, 2017.



Secretary



Chairman