

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**Jackson College**  
**Central Campus**  
**Jackson, Michigan**  
**April 9, 2018**

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, April 9, 2018 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson Michigan 49201.

Chairman Barnes called the meeting to order at 6:31PM Eastern Daylight Time.

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

*Others Present:* Dr. Daniel Phelan, Dr. Kate Thirolf, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Jason Valente, Dotty Karkheck, Jonathan Marowell, Shane Malmquist, Dr. Jim Goenner, Mark Weinberg, Michael Masters, Ruth Bahre, Kelly Chambers, Elizabeth Andrews, Suzanne Long, Chas Lietieart, Heather Bateman, Anthony Forsythe, Zoe Wilcox, Jon Williams, Gimmie Pilaczynski, Gabe Gallias, Cheryl Schantz and Serafin Llerena.

**COMMUNICATIONS**

*Citizen Comments*

There were no citizen comments.

*Employee Comments*

Jeremy Frew, Vice President introduced employee Gabe Gallias, Veterans Certifying Official.

*Board Comments*

There were no conflicts of interest.

Trustee Patterson commented that she attended two recent events she enjoyed and noted that they were well-attended (i.e. The Women of Color Conference and the annual Easter Egg Hunt).

Trustee Crist shared that both he and Trustee Lake attended the Phi theta Kappa luncheon and they really enjoyed the event.

*Student/Student Government Comments*

Student Government members were on hand to provide a brief update on activities. Student Ruth Bahre shared this was her last meeting. She provided an update on the proposed resolution from Student Government regarding the MLK Day recognition as a

day off from classes, upcoming game night, a 5K color run and recruitment for the next student government members.

Trustee Patterson commented that Consumers Energy will be honoring Martin Luther King Jr. and Veterans Day as holidays.

#### *Consideration of Minutes*

The minutes of the regular Board meeting on March 12, 2018 were moved into the record by Chairman Barnes on behalf of the Trustees.

#### *Marketing Report*

Dotty Karkheck, Director of Marketing provided the marketing report. President Phelan recognized the lifetime achievement award Dotty recently received from the National Council for Marketing and Public Relations (NCMPR).

### **ENDS PERFORMANCE REPORT**

#### *Quality/Excellence Board Monitoring Report*

Sara Perkin, Chief of Staff, presented the Quality/Excellence 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/>

#### *Treasurers Report: FY 2018 Q3*

Darrell Norris, Vice President of Finance provided an overview of the FY 18 Q3 report.

### **ACTION ITEMS**

President Phelan provided an overview of the history of Jackson Preparatory & Early College, beginning with the 100 families who initially approached the President. He reviewed the original defining JPEC mission and vision, as well as the current state of the organization. He also noted that they were due to consider moving out of their current location in Whiting Hall – East. Shane Malmquist, President of JPEC and Jon Williams, Governor of JPEC were on hand and provided comments about their hopes for the future. More particularly that they would prefer to remain on campus. However, they noted that if they remain on campus for another year, this will not address the financial concern they have. Given this challenge, they subsequently asked the Jackson College Board to consider the request to amend the charter contract to allow them to move off campus.

Dr. Jim Goenner, President/CEO of National Charter Schools Institute was on hand to provide comments. He shared some positive perspectives that the State Superintendent visited the campus and the operating budget has increased.

President Phelan subsequently provided an overview of three options for the JPEC 6-8 building. He then shared his recommendation for the Board to extend the lease and work together to focus upon the vision and mission. He further recommended that the College not amend the charter to allow JPEC to move 6-8 off campus. He also shared a

timeline of deliverables that would need to be included in the lease. Discussion followed.

Chairman Barnes inquired if the money was the issue or if the issue was building on land they do not own. Trustee Mathein shared that two donors have reached out to him to apologize for not having more of an impact on the 100 donors to help with financing. Conversation was held regarding bringing the lease extension forward for discussion each year. Trustee Patterson shared that she can support President Phelan's recommendations. Trustee Hoffman asked if there was anything that prevents us from building a building for our advanced manufacturing needs. He also asked about the consideration of abandoning grades 6-8. The Board all shared they do not want JPEC to leave campus.

*JPEC: Consideration to Extend Lease*

Following lengthy discussion on the options presented and President Phelan's recommendations. **MOTION BY TRUSTEE HEINS** "To extend the lease to JPEC for one year." **MOTION PASSED UNANIMOUSLY.**

*JPEC: Consideration to Amend the Charter Contract to Permit Grades 6-8 to Operate Off Central Campus*

No action was taken.

*Second Reading: Board Job Description and Chairperson's Role*

President Phelan presented the Board Job Description and Chairperson's Role policies. **MOTION BY TRUSTEE MATHEIN** "To approve the Board Job Description and Chairperson's Role policies." **MOTION PASSED UNANIMOUSLY.**

*Consideration of Distinguished Service Award*

President Phelan provided recommendations for the Board's consideration of the 2018 Distinguished Service Award. **MOTION BY TRUSTEE MATHEIN** "To award the 2018 Distinguished Service Award to Dale Moretz." **MOTION PASSED UNANIMOUSLY.**

*Selection of Presenter's for Commencement*

The Board discussed whom is appropriate to present the awards at commencement. Dr. Mathein offered to present to the Crockett Award recipient, Dr. Yong and Trustee Lake will present the Distinguished Service Award to Dale Moretz.

*Consideration of Resolution to Join the Michigan Liquid Asset Fund Plus*

Darrel Norris requested the Board consider a resolution to join the Michigan Liquid Asset Fund Plus. **MOTION BY TRUSTEE CRIST** "To approve the resolution to join the Michigan Liquid Asset Fund Plus." **MOTION PASSED UNANIMOUSLY.**

*Consideration of Jackson College Dormitories Board Member*

Darrell Norris requested the Board consider Jeremy Frew fill the vacant seat on the Jackson College Dormitories Board. **MOTION BY TRUSTEE CRIST** "To approve the

appointment of Jeremy Frew to the Jackson College Dormitories Board.” **MOTION PASSED UNANIMOUSLY.**

*Selection of Board Audit Committee Members*

Trustees Crist, Heins and Lake agreed to serve on the Board Audit Committee.

**INFORMATION ITEMS**

*First Reading: Board Planning & Agenda*

The Board Planning & Agenda policy was shared for first reading. The policy was moved to second reading consideration next month.

*CEO Certification of Executive Limitations Compliance*

As required by Board policy, President Phelan provided a CEO Certification of Executive Limitations Compliance.

*President's Report*

President Phelan provided brief college updates to the Board and shared upcoming events. President Phelan shared he will be testifying on Wednesday regarding capital outlay. Jason Valente provided an update on the Foundation including new scholarships as well as the re-introduction of the retiree breakfast.

**ADJOURN**

**MOTION BY TRUSTEE HOFFMAN** “To adjourn.” **MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 8:30PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, April 9, 2018 were approved at the regular meeting of the Board held on May 14, 2018.



Secretary



Chairman