

REGULAR MEETING OF THE BOARD OF TRUSTEES
Jackson College
Central Campus
Jackson, Michigan
June 11, 2018

The regular meeting of the Board of Trustees of Jackson College was held in the Boardroom on Monday, June 11, 2018 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson Michigan 49201.

Vice Chairman Crist called the meeting to order at 6:30PM Eastern Daylight Time,

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

Board Member Absent: Chairman, Samuel Barnes and Treasurer, Donna Lake.

Others Present: Dr. Daniel Phelan, Dr. Kate Thirolf, Cindy Allen, Sara Perkin, Darrell Norris, Jeremy Frew, Jason Valente, Kelly Chambers, Chas Lieteart, Teresa Choate, Diana Agy, Steven Albee Scott and Dotty Karkheck, Diana Agy's students were also in attendance.

COMMUNICATIONS

Citizen Comments

There were no citizen comments.

Employee Comments

Professor Diana Agy was on hand to share that the Heritage Center was recently recognized by the Governor's Award, Professor Tuckey provided a greeting to the Board and shared that she hopes to be in attendance at future meetings.

Board Comments

Trustee Heins commented that the Jackson Radio Segment was well done.

Student/Student Government Comments

There were no student comments.

Consideration of Minutes

The minutes of the regular Board meeting on May 14, 2018 were moved into the record by Vice Chairman Crist on behalf of the Trustees.

Marketing Report

Dotty Karkheck, Director of Marketing provided the marketing report.

ENDS PERFORMANCE MONITORING REPORT

Student Success

Dr. Kate Thirolf, Vice President for Instruction presented the Student Success 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

Truth in Budgeting Hearing

Each year the College must satisfy its legal requirement of publicly presenting the coming year's budget with appropriate "Truth in Budgeting" disclosures to the public, As required, a public notice was placed in the local newspaper (i.e., Citizen Patriot), The College received no responses from this posting.

Vice Chairman Crist opened the floor to public comments at 7:08PM, There were no public comments, Hearing closed at 7:08PM.

Consideration of Authorization to Levy

Darrell Norris, Vice President of Finance, presented the proposal to levy noting that the tax rate is the same as last year (due to no moderating effect of the Headlee Amendment), 1.1446 mills, which is less than the original 1.33 charter millage, (an annual loss of approximately \$830,000, per year, in local property tax support), due to the Headlee Amendment, **MOTION BY HEINS** "To approve authorization to levy a tax rate of 1.1446 mills, as presented. **ROLL CALL VOTE: TRUSTEES MATHEIN, HEINS, CRIST, PATTERSON AND HOFFMAN, MOTION PASSED UNANIMOUSLY,**

Consideration of FY '19 Tuition and Fees

Vice President Norris presented the following proposed tuition and fee rates for FY '19 for the Board's consideration, **MOTION BY TRUSTEE HEINS** "To approve tuition and fees as presented for FY '19." **ROLL CALL VOTE: TRUSTEES PATTERSON, CRIST, HEINS AND MATHEIN VOTED AYE, TRUSTEE HOFFMAN VOTED NAY, MAJORITY VOTE PASSES MOTION.** The approved tuition and fees for FY '19 are as follows:

- In-District tuition at \$152.80 (was \$145.00) a 5.4% increase
- Out-District at \$229.20 (was \$217.00) a 5.6% increase
- Out-of-State/International at \$305.60 (was \$290.00) a 5.4% increase
- Student Service Fee will be \$44.00 for billing contact hour (was \$42.00)

Vice President of Finance, Darrell Norris, reviewed the proposed Fiscal Year 2019 budget based on general parameters established by the Board of Trustees, **MOTION BY TRUSTEE PATTERSON** "To approve the Fiscal Year 2019 budget of \$46,897,275." **ROLL CALL VOTE: TRUSTEES MATHEIN, HEINS, CRIST AND PATTERSON VOTING AYE, TRUSTEE HOFFMAN VOTING NAY. MAJORITY VOTE PASSES MOTION.**

Selection of Representatives to the 2018-2019 MCCA Board of Directors

Dr. Phelan noted that the Michigan Community College Association (MCCA) requires the certification of each member college's President/CEO, a Board member to serve as

institutional representatives to the MCCA Board of Directors. In addition, an institutional Trustee-Director Alternate must also be certified, all by July 1 of each year, The Board agreed that Trustee Crist would remain as the representative and Chairman Barnes would remain as the alternate, **MOTION BY TRUSTEE HEINS** "To assign Vice Chairman Crist as the MCCA Board of Directors Representative." **MOTION PASSED UNANIMOUSLY,**

Second Reading: Board Committee Principles and Mission Documents

President Phelan presented the Board Committee Principles and Mission Documents, **MOTION BY TRUSTEE HEINS** "To approve the Board Committee Principles and Mission Documents." **MOTION PASSED UNANIMOUSLY,**

INFORMATION ITEMS

First Reading: Board of Trustees By-Laws

The Board of Trustees By-Laws policy was shared for first reading, The policy was moved to second reading consideration next month,

President's Report

President Phelan provided brief college updates to the Board including the recent award Vice President Cindy Allen received, highlights from the recent "This is Jackson" magazine and shared upcoming events,

CLOSED SESSION

As provided by Public Act §15.268, Section 8, sub-sections (c) for purposes of discussing negotiations of union collective bargaining agreements. **MOTION BY TRUSTEE PATTERSON** "To move into closed session for the purpose of discussing the president's performance." **ROLL CALL VOTE: TRUSTEES HOFFMAN, PATTERSON, CRIST, HEINS AND MATHEIN VOTING AYE, MOTION PASSED UNANIMOUSLY,** The Board moved into closed session at 7:27PM.

MOTION BY TRUSTEE HOFFMAN "To move back into open session", **TRUSTEES HOFFMAN, PATTERSON, CRIST, HEINS AND MATHEIN VOTING AYE. MOTION PASSED UNANIMOUSLY.** The Board reconvened to open session at 7:33PM.

MOTION BY TRUSTEE HOFFMAN "To assign Chairman Sam Barnes as the alternate for the MCCA Board of Directors, **MOTION PASSED UNANIMOUSLY,**

ADJOURN

MOTION BY TRUSTEE HOFFMAN "To adjourn." **MOTION PASSED UNANIMOUSLY,** Meeting adjourned at 7:34PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, June 11, 2018 were approved at the regular meeting of the Board held on July 9, 2018.

Sheila Patterson
Secretary

Samuel R. Barnes

Chairman