

SPRING PLANNING SESSION OF THE BOARD OF TRUSTEES
Jackson College, Wickwire House
Jackson, Michigan
March 29, 2017

The Spring Planning Session of the Board of Trustees of Jackson College, Jackson County, Michigan, was held on Wednesday March 29, 2017 at 1135 Wickwire Road, Jackson Michigan 49201.

Chairman Barnes called the meeting to order at 8:30AM Daylight Savings Time - Eastern (DST).

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

Board Member Excused Absence: Trustee, Matthew Heins

Others Present: Dr. Daniel Phelan, Dr. Rebekah Woods, Cindy Allen, Sara Perkin, Jason Valente, Darrell Norris, Jim Jones and Dr. Kristi Hottenstein.

Mission, Vision, Values and Beliefs

President Phelan asked the Board to consider the current nature of the College's Mission Statement and asked them to consider a less ridged, more contemporary approach for the statement. In addition, he reviewed with them minor proposed recommendations to the Thirteen Beliefs. Discussion ensued with President Phelan indicating that these would be advanced to the Board for formal consideration.

Facilities Updates

Jim Jones, Vice President of Facilities and Information Technology shared updates on eight projects, including: JPEC, Oasis Center, Dental Clinic, Spiritual Center, Beltway, Potter Center Lobby, Alumni Mall and the Security Monitoring Center.

Foundation Updates

Jason Valente, President of the Jackson College Foundation provided updates on the Foundation, as well as the W.J. Maher Campus. Updates included resource development, scholarships, and fundraising initiatives.

Talent, Security, Health and Diversity

Cindy Allen, Vice President of Administration and Human Resources provided updates on talent recruitment and development, security, mental health and advancing employee diversity. Updates included Deputy coverage on campus, the addition of Alertus Notification system, and the addition of the Oasis Center to provide mental health services for students and employees.

Instructional Updates

Dr. Rebekah Woods, Provost provided instructional updates on the new Agriculture Program as well as institutional intentions toward, Competency Based Education, Accelerated Courses, Prison Education, Dental Hygiene and Academic Department Configurations. Additionally, an update on housing entrance criteria was provided.

Student Services

Dr. Kristi Hottenstein, Vice President of Student Services provided updates on Admissions Recruitment Efforts, as well as Student Satisfaction Survey Results and a video of students sharing their experiences with Navigators.

FY 2018 Budget Discussion

Darrell Norris, Vice President of Finance led a presentation on budget which covered a review of the current FY 17 budget, budget assumptions for FY 18, potential FY 18 budget targets, and debt reduction planning by 2028,

Event Coverage

Dr. Phelan requested feedback from the Board on the current method of sharing event coverage, so as to improve board participation. Suggested improvements to the chronicling/documenting of these events included proper attire, respond by date and recommendation for spouse attending.

Legal Review

Darrell Norris shared an update on the unauthorized program situation, as well as correct action for future protection. Jim Jones provided an update on the accessible data exposure and correction actions.

Other Board Items

Summer Retreat Planning

Chairman Barnes requested ideas for the 2017 Summer Retreat. Trustee Hoffman requested a refresher on Policy Governance. Two books will be incorporated into the retreat for discussion purposes, which Sara will be ordering for members.

Late Night Breakfast

President Phelan requested the board consider switching from hosting a late night breakfast to holding a lunch time barbeque. This would be more inclusive of commuter students.

Trustee Crist shared that he is noticing the competitive nature of community colleges and this is being

Trustees discussed the topic of re-administering the oath of office every two years as a way to show the dedication to the position. Discussion was had regarding incorporating a verbal oath of office ceremony.

Term Limits

Discussion was held around having term limits for board positions.

Plus/Delta


Trustee Lake appreciated hearing the operational updates from the Leadership Council members. Trustee Hoffman appreciates ending early afternoon.

ADJOURN

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

Meeting adjourned at 1:27PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on March 29, 2017 were approved at the regular meeting of the Board held on April 10, 2017.



Secretary



Chairman