

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**Jackson College**  
**Virtual/Electronic Meeting – Via Zoom Video Communications**  
**October 12, 2020**

The regular meeting of the Board of Trustees of Jackson College was held on Monday, October 12, 2020 electronically on the Zoom video platform.

Chairman Barnes called the meeting to order at 6:30pm Eastern Daylight Savings Time.

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

*Others Present:* Dr. Daniel J. Phelan, Cindy Allen, Sara Perkin, Darrell Norris, Lee Hampton, Jeremy Frew, Jason Valente, Alana Tuckey, Kelly Crum, Ashley VanHeest, Monica Bouman, Stephen Young, Clevester Moten, Todd Butler, Kelly Chambers, Randy Bentley, Michael Masters.

**ADOPTION OF MINUTES**

The minutes of the regular Board meeting of September 14, 2020 were moved into the record, without change, by Chairman Barnes on behalf of the Trustees.

**DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest expressed by Trustees.

**OWNERSHIP LINKAGE**

There were no public comments.

**BOARD-CEO DELEGATION ITEM**

*Policy Review: BCD-01 Unity of Control*

Policy BCD-01 Unity of Control was presented for review. There were no suggested changes.

**MOTION BY TRUSTEE HOFFMAN** “To approve policy BCD-01 Unity of Control as presented. **ROLL CALL VOTE: TRUSTEES HOFFMAN, PATTERSON, HEINS, LAKE, CRIST, MATHIEN AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

**GOVERNANCE PROCESS ITEMS**

*Consideration of Fall Planning Session Agenda & Date*

Discussion was held to determine a date for the fall planning session and the Board selected November 6, 2020. A draft agenda and topics were reviewed. The Board will continue Policy Governance training with Rose Mercier for part of the session.

**MOTION BY TRUSTEE HOFFMAN** “To approve November 6, 2020 as the fall planning session date. **ROLL CALL VOTE: TRUSTEES HEINS, LAKE, PATTERSON, CRIST, MATHEIN, BARNES AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.**

### *Board Meeting Planning*

Dr. Phelan reviewed implications for the upcoming board meeting format, given the recent overturn of the Governor's authority due to the Michigan Supreme Court ruling. With this new law, virtual meetings can be held through the end of the calendar year. The Board will hold its Fall Planning Session and Regular November Board Meeting virtually. Beginning January 1, 2021, all public meetings will be held in person. He noted that ample space will be provided for proper physical distancing, though it will not be held in the boardroom.

### **REQUIRED APPROVALS AGENDA**

#### *Consideration of Best Practices Resolution*

President Phelan presented this year's Best Practices Resolution for the Boards consideration. The resolution is filed with the State and used for a small portion of the College's state aid allocation.

**MOTION BY TRUSTEE CRIST** "To approve the 2020 Best Practices Resolution."

**ROLL CALL VOTE: TRUSTEES HEINS, LAKE, PATTERSON, CRIST, MATHEIN, BARNES AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.**

### **MONITORING CEO PERFORMANCE**

President Phelan presented highlights from the EL-08 Treatment of Students monitoring report.

**MOTION BY TRUSTEE PATTERSON** "To accept the EL-08 Treatment of Students Monitoring Report." **ROLL CALL VOTE: TRUSTEES HEINS, LAKE, PATTERSON, CRIST, MATHEIN, BARNES AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.**

### **INFORMATION REQUESTED BY THE BOARD**

#### *Q1 Financial Report*

President Phelan provided an overview of the Q1 Financial Report to the Board.

### **MONITORING BOARD PERFORMANCE**

#### *Board Self-Monitoring Worksheet of BCD-01 Unity of Control*

This item was carried over to the November meeting.

### **SELF-EVALUATION OF GOVERNANCE PROCESS & BOARD PERFORMANCE AT THIS MEETING**

This agenda item provided an opportunity for the Board discussion to reflect on how well Policy Governance principles were incorporated into each meeting.

### **ADJOURN**

**MOTION BY TRUSTEE HOFFMAN** "To adjourn." **ROLL CALL VOTE: TRUSTEES CRIST, HEINS, LAKE, HOFFMAN, PATTERSON, MATHIEN AND BARNES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 7:22PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, October 12, 2020 were approved at the regular meeting of the Board held on November 9, 2020.

*Sheila Patterson*

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Secretary

*Samuel R. Barnes*

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Chairman