



REGULAR MEETING OF THE BOARD OF TRUSTEES

Jackson College

Central Campus, Sheffer Music Hall

6.14.21

The regular meeting of the Board of Trustees of Jackson College was held on Monday, June 14, 2021 at the Central Campus of Jackson College, Sheffer Music Hall.

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

Board Member Excused Absence: N/A

Others Present: Dr. Daniel J. Phelan, Jeremy Frew, Cindy Allen, Jason Valente, Darrell Norris, Michael Masters, Heather Ruttkofsky, Alana Tuckey, and Wendy Barnes

Chairman Sam Barnes called the meeting to order at 6:01pm Eastern Daylight Time.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest expressed by Trustees.

ADOPTION OF MINUTES

The minutes of the Regular Board Meeting of May 10, 2021 were reviewed by the Board. With no changes the minutes were moved into the record by Chairman Barnes, on behalf of the Trustees.

BOARD COMMENTS

No Board comments.

MONITORING BOARD PERFORMANCE

Board Self-Monitoring Worksheet of GP – 09 Board Code of Conduct

The Board Chairman reviewed the results of the self-monitoring worksheet that members completed for GP-09 Board Code of Conduct. No action was taken

BOARD CEO DELEGATION

Policy Review: GP – 09 Board Code of Conduct:

The board held a policy review of policy GP – 09 Board Code of Conduct. Survey results were shared with members. President Phelan had no recommendations for change and he had not received any recommendations for change from the Trustees.

MOTION BY TRUSTEE HOFFMAN “To approve policy GP – 09 Board Code of Conduct as presented.” **ALL TRUSTEES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Consideration of Fall Planning Session Date:

President Phelan presented the date of October 22, 2021 as the date for the Board’s Fall Planning Session, based on the results from the survey completed by the Trustees. The meeting time is tentatively set for 8:30A to 3:00P. The location will be determined at a later time based on COVID conditions.

MOTION BY TRUSTEE CRIST “To approve the Fall Planning Session date of October 22, 2021.” **ALL TRUSTEES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

EXECUTIVE LIMITATIONS

Consideration to select Representatives to MCCA Board of Directors:

President Phelan discussed the annual request to appoint this year’s Trustee-Director and Alternate Trustee-Director. Trustee Crist agreed to remain the Director and Chairman Barnes agreed to remain the alternate. President Phelan also requested that he continue to serve as the President-Director.

MOTION BY TRUSTEE CRIST “To approve the appointment of Trustee Crist as the Trustee-Director and Chairman Barnes as the Alternate Trustee-Director, and President Phelan as President-Director. **ALL TRUSTEES VOTING AYE. MOTION PASSED UNANIMOUSLY.**

FY ’22 Budget Presentation:

President Phelan detailed the proposed the FY ’22 budget and provided a power-point which illustrated a very conservative budget. This was only a preliminary presentation, with the final consideration by the board at a special meeting to be held on the Central Campus, June 21, 2021 in Sheffer Music Hall at 6:30pm.

Consideration of FY ’22 Tuition and Fee Rates:

President Phelan presented the following proposed tuition and fee rates for FY ’22 for the Board’s consideration

- In-District tuition at \$168.00 (was \$163.46 in FY ’21) a 2.8% increase
- Out-District at \$190.00 (was \$245.19 in FY ’21) a 22.5% decrease (113% of In-District)
- Out-of-State/International at \$327.00 (was \$326.91 in FY ’21) a 0.0% increase
- Student Service Fee will be \$46.00 for billing contact hour was \$46.00 a 0.0% increase

President Phelan noted that he will bring additional information to the Special Board meeting on June 21, 2021, as requested by the board. Specifically:

- HEERF funding projections and expenditures
- Documentation to show the number of staff at Jackson College

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

MONITORING CEO PERFORMANCE – N/A for June

INFORMATION REQUESTED BY THE BOARD

Annual ACCT Congress and the MCCA Summer Institute:

President Phelan spoke briefly about the ACCT Congress and MCCA Summer Institute and indicated that a follow up query will be sent to members to gather the necessary information to obtain the interest of Trustee's so they may be registered and reservations made accordingly.

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

Trustee Mathein expressed his appreciation with the elaborate discussion that was had discussing the budget, he was very proud of it.

MEETING CONTENT REVIEW

There were no comments or discussion.

ADJOURN

MOTION BY TRUSTEE HOFFMAN "To adjourn." ALL TRUSTEES VOTING AYE. MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:37PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, June 14, 2021 were approved at the special meeting of the Board held on June 21, 2021.



Chairman