

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**Jackson College, Central Campus, Potter Center, Board Room (214)**  
**Jackson, Michigan**  
**January 13, 2014**

The regular meeting of the Board of Trustees of Jackson College, Jackson County, Michigan, was held on Monday, January 13, 2014 at 2111 Emmons Road, Jackson, Michigan.

Chairman Samuel Barnes called the meeting to order at 6:30 PM Eastern Standard Time.

*Board Members Present:* Samuel Barnes, Dr. Ed Mathein, Matt Heins, John Crist, Phil Hoffman and Sheila Patterson.

*Board Member Excused Absence:* Donna Lake

*Others Present:* Dr. Daniel Phelan, Cindy Allen, Dale Dopp, Sara Johnson, Jason Valente, Dr. Rebekah Woods, Dotty Karkheck, Tim Upham, Heather Wollet, Kim Salinas, Laura Thurlow, Chris Olds, Allison Price, Matt Fall, Ellen Young, Kris Pursell, Deb Swihart, Helen Grim, Ameila Gramel, Sydney Thomas, Patricia Visser, Jon Powell, Joseph Shackelford, John Singer, Alaina Tuckey, Maggie Fry, Mike McGlynn, Steve Albee-Scott, Erin Mazur, Steve Tuckey, Suzanne Kiess, Renee Fleming, Sharon Nowak, Anthony Rana, Marshall Hesslau, Brian Harrison and Paula Hopper.

## **COMMUNICATIONS**

### *Citizen Comments*

- Brian Harrison addressed the Board regarding the quality of instruction.
- Alaina Tuckey addressed the Board reading a letter on behalf of the two unions: JCC Faculty Association and the JCC Education Support Professionals Association expressing their vote of no confidence of President Phelan.

### *Employee Comments*

There were no employee comments.

### *Board Comments*

- Chairman Barnes thanked the Trustees who attended the THR 116 showcase in November.
- In light of the Citizen Comment regarding a vote of no confidence in the President, Trustee Crist moved that the Board unanimously vote in support of President Phelan and his administration through a roll call vote. The motion was seconded by Trustee Hoffman. The motion was unanimously passed.

### *Student/Student Government Comments*

There were no Student comments.

### *Consideration of Minutes*

The minutes of the regular Board meeting on December 9, 2013 were approved as presented.

#### *Marketing Report*

Ms. Dotty Karkheck, Director of Marketing, provided highlights from the Marketing report for the month.

#### *College Feature*

Maggie Fry, Outstanding Student Award Recipient from 2011 shared how her experience at Jackson College has changed her life. She expressed her thanks to the Board for the opportunity at Jackson College.

### **TREASURER'S REPORT**

Dale Dopp, Vice President of Finance provided an overview of the 2nd quarter financial report.

### **ACTION ITEMS**

#### *Selection of a Representative for the Outstanding Faculty Award Committee*

President Phelan presented the opportunity for a Board member to serve on the Outstanding Faculty Award Committee. Trustee Heins served on the 2013 Outstanding Faculty Award Committee and volunteered to continue serving. Trustee Hoffman expressed concern that if the Board sits on the Faculty Committee, they should also participate in the staff and administrative award committees as well (i.e., Outstanding Administrator Award, and the Outstanding Support Staff Award). Trustee Hoffman volunteered to sit on one committee and Trustee Heins agreed to sit on two.

#### *Selection of Spring Board Planning Session Date*

President Phelan proposed March 19, 2014 as the date for the annual Spring Board Planning Session, to be held at Wickwire House. **MOTION BY TRUSTEE HOFFMAN** "To hold the Spring Board Planning Session on March 19, 2014 as proposed."

**MOTION PASSED UNANIMOUSLY.**

#### *Second Reading: Financial Condition, Asset Protection and Emergency Presidential Succession Plan.*

President Phelan presented the Financial Condition, Asset Protection and Emergency Presidential Succession Plan policies. **MOTION BY TRUSTEE CRIST** "To approve the Financial Condition, Asset Protection and Emergency Presidential Succession Plan policies." **MOTION PASSED UNANIMOUSLY.**

### **INFORMATION ITEMS**

#### *Distinguished Service Award Nominations*

The President reminded the Board that formal consideration and selection of the Distinguished Service Award recipient each year occurs at the March Board Meeting, and that Trustees should submit their nominations to the President or Assistant Board Secretary up until the end of February.

#### *Board Self-Evaluation Results*

Chairman Barnes provided an overview of the process followed for the Boards 2013 Self-Evaluation. The Board agreed to discuss concerns at the Board Planning Session on March 19<sup>th</sup>.

*First Reading: Communication and Counsel to the Board and Accreditation*

The Communication and Counsel to the Board and Accreditation policies were presented for the Board's first consideration.

*Accreditation Board Monitoring Report*

Matt Fall, Director of Quality, Research and Development presented the Accreditation Board Monitoring Report and addressed questions from the Board.

*President's Report*

President Phelan provided an update of significant College initiatives, legislative and academic matters.

**CLOSED SESSION**

As provided by Public Act §15.268, Section 8, sub-section (c) President Phelan requested a closed hearing for the purpose of discussing contract negotiations.

**MOTION BY TRUSTEE CRIST** "To move into closed session for the purpose of discussing contract negotiations." **ROLL CALL VOTE: TRUSTEES HOFFMAN, PATTERSON, CRIST, BARNES, 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, BARNES, HEINS AND MATHEIN VOTING AYE. MOTION PASSED UNANIMOUSLY.** The Board reconvened to open session at 7:35PM.

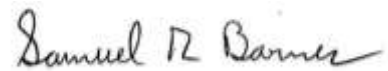
**ADJOURN**

**MOTION BY TRUSTEE HOFFMAN** "To adjourn." **MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 7:36PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, January 13, 2014 were approved at the regular meeting of the Board held on February 3, 2014.



Secretary



Chairman