

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 15, 2023

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:02 p.m.

Roll Call

Present: Buck, Hidalgo, Proctor, Thomas, Vaive

Absent: Abood, Proctor

Arrived at 6:06 p.m.

Pledge of Allegiance

Trustee LaShunda Thomas led the Pledge of Allegiance.

Special Recognition

Chair Mathews recognized the first all-female EMS 2023 graduating class. In attendance were Kaitlyn Kouba, Erin O'Hara, and Lizzie Denike. The EMS Program Director Jeff Butcher and lead instructor Angela Kohls will also be in attendance.

Chair Mathews also recognized Dr. Robinson for his PTK nomination for the LCC students and his selection as only one of the 28 out of 406 to win a prestigious national award. The PTK Chapter President and LCC Student Adam Alexander gave brief remarks regarding Dr. Robinson.

Approval of Minutes

IT WAS MOVED BY Trustee Hidalgo and seconded by Trustee Thomas that the minutes of April 17, 2023, Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Buck, Vaive, Proctor, Hidalgo, Thomas, Mathews

Nays: None

Absent: Abood

Corrections were made to the meeting minutes to accurately reflect Trustee Vaive's statement made after Trustee Hidalgo.

Trustee Vaive asked if she could ask a clarifying question. It is my understanding that if we become supervisors of this position all conversations about it will have to occur in an open meeting, because of OMA, is that correct?

Scott responded, yes, your deliberations have to be in a public setting.

Trustee Vaive then asked the question about schedules and Scott responded that she was asking him to get into his written legal opinion. She then stated that she would withdraw the question.

Chair Mathews also stated that the minutes were read:

Board Reports – MCCA Executive Committee

Trustee Proctor gave a brief for the MCCA Executive Committee. He stated that the Governor proposes to increase funding for community colleges to 4% and the Michigan House of Representatives proposes an increase of 4.5%. He also stated that Danielle Savory was nominated for the MCCA Outstanding Faculty Award. The motion carried.

Additions/Deletions to the Agenda

There were no additions or deletions to the meeting agenda.

Limited Public Comment Regarding Agenda Items

Mark Kelland: Mark Kelland addressed the Board regarding revisions to the Remote Work Policy. He stated that there should be certain circumstances for sabbaticals and conference attendance.

Eva Menefee: Eva Menefee addressed the Board regarding the Remote Work Policy. She stated that with the new revisions, she would not have been able to work remotely due to conferences and attending a wedding. Ms. Menefee stated that the college should be able to figure this out to have the best-qualified people work for the college.

Linkage Planning/Implementation

Community Linkage – President’s Report

President Robinson presented the May 2023 President’s report to the Board.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. College Policy

- ~~1. Remote Work (REVISED)~~
- B. Cooperative Purchase
 - 1. Endpoint Detection and Response Software
- C. FY 2023 Year-End General Fund Transfers and Fund Balance Designations
- D. Lease Agreement between Lansing Community College and Ultium Cells, LLC.
- E. Request for Proposal
 - 1. LCC Japanese Garden-Pond Restoration

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Buck that the Consent Agenda, removing the revisions to the Remote Work Policy, be approved.

Roll call vote:

Ayes: Mathews, Thomas, Hidalgo, Proctor, Buck, Vaive

Nays: None

Absent: Abood

The motion carried.

Action Item – College Policy/Remote Work

IT WAS MOVED BY Trustee Buck and seconded by Trustee Vaive to approve the revisions to the Remote Work college policy.

Trustee Vaive asked if the college could change the 14 days.

Trustee Buck expressed concerns with the 14 days and requested that the written legal opinion regarding this policy be discussed in the Closed Session.

Scott stated that sabbaticals are approved leave of absence and do not apply to this policy.

Trustee Proctor stated that LCC has to make sure that the college is taking care of its legal responsibility as an institution concerning those they employ.

Trustee Thomas concurred with Trustee Buck to discuss this item in a Closed Session.

Roll call vote:

Ayes: Proctor

Nays: Mathews, Vaive, Hidalgo, Buck, Thomas

Absent: Abood

The motion failed.

Monthly Monitoring Report

The following Monitoring Reports were presented:

1. Academic and Student Success Report
2. Diversity, Equity, and Inclusion Report
3. Monthly Financial Statements
4. Monthly Public Safety Report

There was a board discussion on the monthly monitoring reports.

Linkage Planning/Implementation

Community Linkage – Chair’s Report

Chair Mathews stated that she had the opportunity to attend the Annual Lighting the Pathways ceremony with Dr. Robinson, Ms. Duncan, and Trustees Thomas and Vaive. She stated that she presented LCC scholarships to students at the Stockbridge High School. She thanked the Trustees, Don, and other staff members for attending the Board retreat.

Committee Report – Audit Committee

Trustee Proctor stated that the contract for Baker Tilly ends June 30 and that the administration is requesting to extend the contract for 1 year while the administration develops a plan for a new RFP.

IT WAS MOVED BY Trustee Proctor and supported by Trustee Hidalgo to suspend the Board Bylaws to take up this item.

Roll call vote:

Ayes: Hidalgo, Proctor, Buck, Thomas, Vaive, Mathews

Nays: None

Absent: Abood

The motion carried

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Buck to approve a 1-year contract extension for the Internal Auditing Services of Baker Tilly.

Roll call vote:

Ayes: Vaive, Thomas, Proctor, Hidalgo, Mathews, Buck

Nays: None

Absent: Abood

The motion carried

Board Member Report – Foundation Board Update

Trustee Thomas provided a Foundation Board Update.

Unfinished Business

There was no Unfinished Business.

New Business

New Business for June 2023

- A. Public Hearing on the Fiscal Year 2024 Budget Proposal
- B. Consent Agenda
- C. Action Item
 - 1. Fiscal Year 2024 Budget Proposal
- D. Monitoring Reports
 - 1. Monthly Financial Statements
 - 2. Monthly Public Safety Report

Public Comment

Tamara McDiarmid: Tamara McDiarmid introduced themselves as the new Academic Senate President.

Board Comment

There were Board comments from Trustee Buck and Mathews.

Closed Session

IT WAS MOVED BY Trustee Hidalgo and seconded by Trustee Thomas that the Board enters into a Closed Session for the purpose of discussing and reviewing records or information of measures designed to protect the security or safety of persons or property or the confidentiality, integrity, or availability of the College's information systems pursuant to Section 8(h) of the Open Meetings Act to consider the material which is exempt from disclosure under Section 13 (1) y of the Michigan Freedom of Information Act and to also review a written legal opinion regarding the revision to the Remote Work policy.

Roll call vote:

Ayes: Buck, Vaive, Thomas, Mathews, Proctor, Hidalgo

Nays: None
Absent: Abood

The motion carried.

The Board entered into a closed session at 7:52 p.m.

The Board returned to the open session at 9:21 p.m.

Roll call:

Present: Abood, Buck, Hidalgo, Proctor, Thomas, Vaive

Absent: Mathews

Adjournment

IT WAS MOVED by Trustee Buck and seconded by Trustee Hidalgo that the meeting be adjourned.

Ayes: Buck, Hidalgo, Mathews, Proctor, Thomas, Vaive


Nays: None

Absent: Abood

The motion carried.

The meeting adjourned at 9:22 p.m.

Submitted,


Executive Assistant/Liaison to the Board
Benita Duncan