Call to Order
The meeting was called to order at 6:04 p.m.

Roll Call
Present: Canja, Hidalgo, Hollister, Proctor, Smith
Absent: Woods, Meyer

Trustee Hollister left at 6:15 p.m.

Pledge of Allegiance
Trustee Hollister led the Pledge of Allegiance.

Approval of Minutes
IT WAS MOVED by Trustee Canja and supported by Trustee Hollister that the minutes of the February 25, 2013 Regular Board of Trustees meeting be adopted.

Roll call vote:
Ayes: Canja, Hidalgo, Hollister, Proctor, Smith
Nays: None
Absent: Woods, Meyer

The motion carried.

Additions/Deletions to the Agenda
The following additions and deletions were made to the agenda:
• The 2013-2014 Sabbatical Leave Request was moved to Informational Items.
• The Syllabus Policy was removed from the Consent Agenda.
• The Alternative Fuel Partnership was moved after Public Comment
• The Career Connections Education Advisory Board Update was removed from Committee Reports.
• The Workforce Development Board Report was removed from Committee Reports.
Scholarship Presentation

LCC sponsored the Clinton County Young Entrepreneurs Competition. Clinton County High School Students from 9 – 12th grade presented a business plan and idea to a panel of business experts.

The LCC Scholarship winners of the competition were:

1st Place in the amount of $1,000 was awarded to Ben Scheffler.
2nd Place in the amount of $500 was awarded to Norma Coscarelli.
3rd Place in the amount of $250 was awarded to Alexis Studer.

Limited Public Comment Regarding Agenda Items

Dr. Willie Davis: Dr. Davis addressed the Board about his informal grievance hearing and how he feels he’s working in a hostile workplace created by the Administration. He asked the board for a remedy to this situation.

Francisco Vaca: Mr. Vaca invited the Board to attend the Laramie Project 10 on March 22 and 23, 2013 and the Art for Aids on Saturday, May 4, 2013. He addressed the board regarding the Diversity Plan and the need for LGBT resources.

Alternative Fuel Partnership

LW Morrow: Addressed the Board about LCC considering a joint venture with the Board of Water and Light to consider a fueling station at the old Standard Oil site. He stated he would need a fee of $500,000 to enable him to do the work to secure the funding for the project.

Trustee Canja stated that the Board can’t recommend the college spend money on a project that does not tie to student success.

PRESIDENT’S REPORT

Informational

President Knight gave the following updates:

- 7th Annual Foreign Language Day: Some 200 area high school students and their chaperones are expected to attend LCC’s 7th Annual Foreign Language Day on March 22. Events will include culture quizzes, sentence scramble, a cultural scavenger hunt, and stage performances. Among the languages spoken will be Chinese, Japanese, Spanish, French, and German. LCC’s Department of
Communication, Media & the Arts sponsors the event.

- **Alumni Association hosted the Oz the Great and Powerful**: On March 7, the Alumni Association hosted the Oz the Great and Powerful pre-screening movie event at Studio C! in Okemos. Over 35 extras from the Michigan-made movie attended, including seven who are alums of LCC. Also recognized was LCC alum and Oscar winner Bob Murawski, who was the film’s editor. The event attracted over 180 attendees and was featured extensively in local media.

- **High School Diploma Completion Initiative**: On January, 14 HSDCI students completed high school diplomas with 50% of them continuing on at LCC for the Spring semester. Of the 35 students enrolled in Fall semester, one student made the President’s List and two were named to the Dean’s List. In addition, four other students completed the semester with a cumulative grade point average between 3.0 and 3.49.

- **Two Premiere Design Schools Visit LCC**: The Savannah College of Art and Design (SCAD) and the School of the Art Institute of Chicago (SAIC), both visited LCC in February. Their visits, along with a scheduled March visit for Art Design & Multimedia (ADM) students to the Kendall College of Art and Design (Ferris State University), are part of ADM’s effort to demonstrate transfer potentials and promote the proposed Art Foundation AA transfer curriculum. SCAD is a current transfer partner and ADM will be working to develop transfer partnerships with SAIC and Kendall.

- **Student Achievement**: LCC’s spring semester Black Box production, provided a hilarious break from the February doldrums with a Monty Pythonesque send-up of “bad” community theatre. LCC Theatre adjunct faculty John Lennox directed a 15-member cast of LCC students, theatre alumni, and two community actors, entertaining audiences for four performances in February.

- **New Academic Senate**: The new Academic Senate, chartered in Fall 2012, met for the first time this month following department and division elections. The formation of the Senate was an AQIP Action Project. The make-up of the Academic Senate follows MAHE contract guidelines where at least 75% of the senators are faculty members, with the remainder comprised of administrators and students. In the coming weeks the Academic Senate will elect officers, develop its bylaws, create a webpage to house meeting documents, and begin work on several college-wide academic topics.

- **Iron and Steel Preservation Conference**: Approximately 70 individuals attended LCC’s 3rd annual Iron and Steel Preservation Conference March 4-5 at West Campus. The two-day workshop introduced restoration processes of historic metals to interested parties from across the U.S. including state historic
preservation officers, engineers, general contractors, historic bridge preservationists, and students. Attendees learned from LCC’s own nationally acclaimed experts, including professors from Pennsylvania State University, Ball State University, University of Colorado Denver, Case School of Engineering, and Purdue University.

- **Encore! 50+ Expo a Success:** On March 5th, LCC EAST hosted the inaugural Encore! 50+ Expo. Over 270 individuals took part in the event that focused on providing information about re-careering, personal enrichment, and community involvement. With 30 workshops presented throughout the day, attendees could participate in everything from understanding the job search to learning how to navigate the Pure Michigan Talent Connect staffed by volunteers from Capital Area Michigan Works! One of the most popular activities allowed interested participants to meet with area professionals and have their resumes reviewed and participate in a mock interview.

Trustee Canja asked if under Marketing and Communication the Board could receive information and feedback on the “Get in the Game” advertising.

Dr. Knight stated that he would send out information regarding the advertising campaign.

**Informational – Monthly Financial Statements**

Lisa Webb Sharpe presented the following Monthly Financial Statements:

1. Statement & Summary as of February 28, 2013 includes:
   a. Operating and Capital Budgets
   b. Operating Detail Budgets
   c. Statement of Net Assets
   d. Statement of Revenue, Expenses and Changes in Net Assets
   e. Plant Funds Statement of Resources and Allocations
   f. Capital Projects Monthly Reporting
   g. Vendor Payments > $10,000 for February 2013
   h. LCC Card Vendor Payments > $10,000 for February 2013
   i. Investment Accounts Schedule as of February 28, 2013
   j. Revenue and Expense Account Definitions
   k. Asset, Liability and Net Asset Account Definitions
   l. Organization/Division Crosswalk

**Informational – Monthly Student Success**

Jack Bergeron presented the monthly Student Success Report.
Informational – Sabbatical Leave Request

Four faculty sabbatical leave requests were presented to the Board for information.

Trustee Canja stated that she would like the sabbatical leave faculty to come back and share with the Board their research discoveries and reports.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

1. College Policy
   a. Syllabus Policy - Revised (Removed from Consent Agenda)
2. Strategic Plan, 2013 - 16

IT WAS MOVED by Trustee Canja and supported by Trustee Hidalgo that the Consent Agenda, with the Revised Syllabus Policy removed, be approved.

Roll call vote:
Ayes: Canja, Hidalgo, Proctor, Smith
Nays: None
Absent: Hollister, Woods Meyer

The motion carried.

Chairman, Committee and Board Member Reports

Chair’s Report

There was no Chair Report.

Committee Reports – Audit Committee Report

Trustee Proctor gave the following Audit Committee Report:

- The committee received the After-the-Fact Report, the LCC Purchasing Card Report, and the Sole Source Report. The committee also approved Trustee Business Travel Expenses.
Committee Reports – Foundation Board Report

Dan McKean gave the following Foundation Board Report:

- The LCC Foundation is proud to be a part of a community where great efforts like HOPE Scholars and the Lansing Promise Zone are providing scholarships to eligible Lansing School District students. Their efforts are making an important difference.

- **Scholarship Review Time:** There were 47 scholarship readers who reviewed 715 applications. Scholarship applications are down by about 15%. There may be several factors influencing this, including a college wide drop in enrollment of about that amount over the last two academic years. Applications may also be down due to Lansing Promise scholarships.

- **Celebration of Access to Success:** Following a meeting with representatives from Lansing Promise and HOPE Scholars, the Foundation is pleased to have taken the lead on a community discussion on a common event that would honor our scholarship recipients, thank donors, and educate the community about the diverse groups of people needing scholarship support. More information to follow.

Unfinished Business

Trustee Canja stated she received communication that suggested the office space for full-time faculty was going to be 67 square feet. She stated that where she works a regular cubicle is 96 square feet and even at that size, those employees are “packed” into the space. Trustee Canja asked for an update on what the plan is for full-time faculty and how much space they will have. She also asked if the size of the space were scaled down, what efficiencies the college would gain and asked for the rationale behind the plan for smaller spaces.

Dr. Knight stated that different prototypes were set up for people to comment on regarding the various choices that are available in office landscaping. He stated that the space will be 93 square feet.

Closed Session

IT WAS MOVED by Trustee Canja and supported by Trustee Proctor that the Board go into Closed Session for the purpose of discussing collective bargaining.

Roll call vote:
Ayes: Canja, Hidalgo, Proctor, Smith
Nays: None
Absent: Hollister, Woods, Meyer
The motion carried.

The Board entered into closed session at 7:37 p.m.

The Board returned to open session at 8:32 p.m.

Roll call:
Present: Canja, Hidalgo, Proctor, Smith
Absent: Hollister, Woods, Meyer

**Public Comment**

Ed Bryant: Addressed the Board on discovering ways to promote Student Success by using time effectively and accessing the support systems on campus. He also addressed the Board on its Acceptable Use Policy. He expressed his concerns about the policy and that a lot of fear has been introduced among faculty and staff because of this policy.

LW Morrow: Mr. Morrow told the Board that it would be great for someone to connect the dots so they could have cohesiveness on the joint venture. He also stated the bus company in Flint has a fuel cell unit in the public domain.

**Board Comments**

Trustee Proctor announced that LCC would be hosting the MCCA Fall Board Meeting in October 2013.

**Adjournment**

IT WAS MOVED by Trustee Canja and supported by Trustee Proctor that the meeting adjourn.

Ayes: Canja, Hidalgo, Proctor, Smith
Nays: None
Absent: Hollister, Woods, Meyer

The motion carried.

The meeting adjourned at 8:48 p.m.
March 18, 2013 Regular Board of Trustees Meeting
Adopted Minutes

Submitted,

[Signature]
Administrative Assistant to the Board
Benita Duncan