

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
January 20, 2015

Regular Meeting
Adopted Meeting Minutes

Call to Order

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

Roll Call

Present: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer
Absent: None

Pledge of Allegiance

Trustee Smith led the Pledge of Allegiance.

Oath of Office

Oath of Office – The Honorable Hugh B. Clarke, Jr.

Judge Hugh B. Clarke, Jr. led Trustee Andrew Abood into the Oath of Office.

“I Andrew Abood do solemnly swear that I will support the Constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of the member of the Board of Trustees of Lansing Community College according to the best of my ability.”

Trustee Abood was sworn in at 6:05 p.m.

Judge Hugh B. Clarke, Jr. led Trustee Judith K. Berry into the Oath of Office.

“I Judith Berry do solemnly swear that I will support the Constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of the member of the Board of Trustees of Lansing Community College according to the best of my ability.”

Trustee Berry was sworn in at 6:09 p.m.

The Chair called for a brief recess at 6:10 p.m.

Chair Meyer called the meeting back into session and thanked Judge Hugh Clarke, Jr., and all of the family members and friends that came to support the swearing-in ceremony.

Board Reorganization

Election of Officers

IT WAS MOVED by Trustee Hidalgo and supported by Trustee Berry that ~~the Board elected~~ Robert Proctor be nominated as Chair.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

IT WAS MOVED by Trustee Proctor and supported by Trustee Smith that Lawrence Hidalgo, Jr., be nominated as Vice Chair, Judith Berry be nominated as Secretary, and Larry Meyer be nominated as Treasurer.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

Committee Appointments

Chair Proctor announced the following Audit Committee appointments. Committee appointments are for a two year term.

- 1) Audit Committee
 - a) Larry Meyer, Chair
 - b) Lawrence Hidalgo, Jr.
 - c) Judith Berry

The remaining committees will be assigned at February 17, 2015 Board of Trustees Meeting.

Approval of Minutes

Trustee Smith requested that the minutes reflect the end date of June 30, 2017 for Dr. Knight's Presidential Contract.

IT WAS MOVED by Trustee Smith and supported by Trustee Hidalgo that the minutes of the December 15, 2014 Regular Board of Trustees meeting as amended be adopted.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer
Nays: None
Absent: None

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Trustee Smith asked that travel authorization for her to attend the ACCT Governance Leadership Institute on Diversity be added to the agenda under the Chair's Report.
- Trustee Proctor asked that the Workforce Development Board update be removed from the Committee Reports.
- Trustee Hidalgo asked that the Keep Learning Steering Committee be removed from the Committee Reports.

IT WAS MOVED by Trustee Proctor and supported by Trustee Smith that Lansing Community College adopt a resolution honoring Judge Charles Filice and that the resolution be presented to him at the Ingham County Bar Foundation reception.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer
Nays: None
Absent: None

The motion carried.

Limited Public Comment Regarding Agenda Items

Ms. Gizelle Oliver announced that January was Board Recognition Month and she wanted to publically thank the Board for their service.

Mr. Gordon Belt addressed the Board regarding his termination from the college due to the reorganization of the Technical Career Division and questioned why he was not given the opportunity to apply for the open Director position. Mr. Belt stated that the contract between the Board and AFT states that if layoffs are contemplated by the College, AFT will be notified and allowed sixty days to present an alternative plan to the Board for consideration. He stated this has not happened and asked the Board to compel administration representatives to settle fairly and ethically.

Ms. Liz Duhn, AFT Michigan Staff Representative, addressed the Board regarding the grievance process at Lansing Community College. She asked the Board to direct the College's Human Resource representatives to meet in good faith, follow the collective bargaining agreement and settle the grievances before them.

Ms. Anita Lees, on the behalf of Dawn Cousino, LCCAA/AFT President, addressed the Board regarding the recent reorganization in the Technical Careers Division. She expressed their disappointment with the grievance process regarding the five grievances they have recently filed.

Mr. Graham Berke, Treasurer of AFT, addressed the Board regarding the recent reorganization and stated that how it was communicated to employees contradicts LCC's strategic plan of creating and sustaining a positive engaging inclusive environment. He asked the Board to supports their efforts as they work with the college's administration to support the College's student success.

Ms. Ava Town, ESP President, addressed the Board regarding the employees affected by the reorganization and the current moral and working environment at the college.

Ms. Colleen Reed, an adjunct instructor for 20 years, addressed the Board asking them to consider a tuition adjustment for the J-1 Au Pairs students attending Lansing Community College.

PRESIDENT'S REPORT

Informational

President Knight presented the January 2015 President's report to the Board. A copy of this report is on the LCC website.

http://www.lcc.edu/trustees/presidents_reports

Informational – 2015-16 Course Fees

The 2015 – 15 Course Fees were presented for information and will come before the Board for approval at the February 17, 2015 Board of Trustees meeting.

Informational - Monthly Financial Statements

Lisa Webb Sharpe presented the following Monthly Financial Statements:

1. Statement & Summary as of December 31, 2015 includes:
 - a. Operating and Capital Budgets
 - b. Operating Detail Budgets
 - c. Statement of Net Position
 - d. Investments
 - e. Statement of Revenue, Expenses and Changes in Net Assets
 - f. Plant Funds Statement of Resources and Allocations
 - g. Capital Projects Monthly Reporting

- h. Vendor Payments > \$10,000 for December 2014
- i. Cash Contributions
- j. Board of Trustee Summary and Detail Expenses
- k. Revenue and Expense Account Definitions
- l. Asset, Liability and Net Asset Account Definitions
- m. Organization/Division Crosswalk

Informational – Monthly Student Success

The Monthly Student Success Report was presented with the meeting materials for information.

Informational – Over 100K Board Report

The Over 100k Board Report was presented with the meeting materials for information.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

1. Authorization of New Job Training Agreement and Revenue Bond for Earthcom, Inc.
2. Sole Source
 - a. 3D Printers

IT WAS MOVED by Trustee Proctor and supported by Trustee Berry that the Consent Agenda be approved.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

Chairman, Committee and Board Member Reports

Chair's Report

Amendment to the 2015 Board of Trustees Meeting Calendar

IT WAS MOVED by Trustee Canja and supported by Trustee Berry that the revised Board of Trustee meeting dates for February 17, 2015 and October 26, 2015 be approved and travel for Trustee Proctor and Trustee Smith to attend the ACCT Governance Leadership Institute on Diversity be approved.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

Committee Reports – Audit Committee Update

Trustee Proctor gave the following Audit Committee Update:

- The Audit Committee did not meet in January, but the 2015 meeting calendar for the Audit Committee needs to be approved.

IT WAS MOVED by Trustee Proctor and supported by Trustee Hidalgo that the 2015 Audit Committee meeting calendar be approved.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

Committee Reports – Foundation Board Update

Trustee Smith gave the following Foundation Board Update:

- The LCC Foundation has been selected to receive the Paragon Award from the National Council of Marketing and Public Relations for its Meaningful Gift video. It was selected from over 1,800 entries. The gold, silver or bronze winners will be announced in March.
- The Foundation Board can now gain a quorum at their meetings electronically.
- Although the Foundation Board has traditionally had a Vice Chair serve on their Board, they have now officially added the office of Vice Chair of the Foundation Board to their bylaw and governance policy.

Unfinished Business

There was no Unfinished Business.

Closed Session

IT WAS MOVED by Trustee Proctor and supported by Trustee Smith that the Board go into closed session for the purpose of discussing collective bargaining.

Roll call vote:

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

The Board entered into closed session at 7:22 p.m.

The Board returned to open session at 8:45 p.m.

Roll call:

Present: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Absent: None

The motion carried.

Public Comment

There were no public comments.

Board Comments

There were no Board comments.

Adjournment

IT WAS MOVED by Trustee Proctor and supported by Trustee Berry that the meeting be adjourned.

Ayes: Abood, Berry, Canja, Hidalgo, Proctor, Smith, Meyer

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 8:50 p.m.

Submitted.

A handwritten signature in black ink, appearing to read "Denita Duncan". The signature is written in a cursive, flowing style with large loops.

DENITA DUNCAN