

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
June 18, 2007

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:06 p.m.

Roll Call

Present: Hollister, Pelleran, Proctor, Rasmusson, Smith, Lavery
Absent: Canady

Trustee Canady arrived at 6:09 p.m.

Pledge of Allegiance

Trustee Hollister led the Pledge of Allegiance.

Approval of Minutes

MOVED by Trustee Smith and supported by Trustee Rasmusson to adopt the May 21, 2007 Regular meeting minutes, June 11, 2007 Budget Workshop minutes and the June 11, 2007 Ethics Policy Development meeting minutes.

Roll call vote:

Ayes: Hollister, Pelleran, Proctor, Rasmusson, Smith, Lavery

Nays: None

Absent: Canady

Motion carried.

Additions/Deletions to the Agenda

The following changes were made to the agenda:

- Add resolution for the recovery of tuition owed, under Board Member Reports – Trustee Rasmusson

- Add approval of FY 2007 revised budget, under Board Member Reports – Trustee Rasmusson.

Limited Public Comment Regarding Agenda Items

Sankofa Shule Charter School

Charles Moore: Sankofa has provided Lansing with excellent educational options for the past 12 years. Sankofa was awarded one of the top 20 Charters in Michigan; has always met adequate yearly progress. Has a fund balance of 19% of projected revenue 2006-2007 Budget, which the industrial average is 8-10%. Has a debt service reserve account of \$422,885.21 to make semi annual bond payments, in case the School has insufficient funds to do so. The School's enrollment declined from 199 students to 82, which resulted in a budgeted revenue decline of \$476,531 or 30%. The School has met all financial obligations and will end the year without a General Fund deficit. The bondholders stated that they would recommend for the Trustees to reimburse the college for some upfront costs of chartering. Authorizers, such as Central Michigan University, have 65 people and a \$14,000,000.00 budget. If CMU paid an average employee cost of \$100,000 per person, there would be excess revenue after expenses of approximately \$8.5 million. Imagine how those levels of funds would help Lansing Community College's budget. Baymills leased this function out for the first two years to Ferris State and then assumed the oversight responsibility internally in the third year. Also, Oakland University oversees eight schools with four staff members.

If the college is willing to commit to this task, I am confident that there will be sufficient community support for the School and that a complete analysis will be available in two weeks, because the documentation to be reviewed is available at a moment's notice. There is literally no development of curriculum internal controls board policies necessary, because all of them are currently in place.

The school also has met the State Education Yes Standards and the federal No Child Left Behind Program. It is an excellent educational option for the citizens of Lansing.

Dr. Willie Davis: Good Evening my name is Dr. Willie Davis. I'm a professor here at the Lansing Community College. I'm also the director of the "All Around the African World Museum" and Sankofa's, in its early days, first teachers of Swahili. So I have a lot of personal concerns. I also teach educational classes here at Lansing Community College. One of the introductory courses listed is African Centered Education. I am also one of the Board members of one of the competitive schools El Hajj Malik El Shabaz; but have always considered us sister schools. I have been there for 12 years and understand the budget concerns as

well as having worked with Central all of these years. I also taught school at Walter French Academy which Central pulled out, so I have some experience in that type of arena. I'm here basically to support this type of education. I support the students and the parents that need this type of education for their students because they really address many students with many special needs. I am also pledging my support not only as an instructor here, but as the Director of the Museum and offer myself any way in to help to get a relationship with Lansing Community College and Sankofa Shule. Thank you very much. Lansing Community College may stand to gain financially taking over that charter.

Theo Overton: Good evening my name is Theo Overton, Superintendent of Sankofa Shule Academy. I'd like to address one of the questions from one of the last Board members regarding deadline dates in terms of the timeline. I have been in touch with Joan from the Michigan Department of Education, Michigan Charter School Office. One of the issues that must be addressed is the transition between the MDE, Michigan Charter School Office and the new authorizer. Having said that, that drop dead date would be around July 15th. We would need a new authorizer by July 15th in order to make sure there would be a smooth transition for the new authorizer and the Michigan Charter School Office. Part of that due diligence would be that as the authorizer, you would be responsible for looking at all of the complaints or issues that cause Central Michigan not to reauthorize us. You would be asked to report to the Michigan Department of Education with those answers so that they would know that all of those concerns have been addressed by the new authorizer. Those are important timelines. If you looked at past schools that were closed, and their new authorizers, those were the issues that could have caused delays between those schools opening in the Fall. That would be the due diligence. There was another question by the Board regarding what has been the response of Sankofa to the issue that Central Michigan had in terms of whether or not Sankofa is economically viable. We shared with Central our ability to negotiate a contract with a management company because one of the most important issue that they had was how do we make ourselves viable economically? To answer that, we negotiated a contract with a management company. One of the largest management companies in the United States that has over 90 schools. We have a contract waiting to be signed that gives us an infusion of cash that addresses all of the economic issues. They've seen all of our situations in terms of our economic documents. That was our response to CMU in terms of the whole question of economic viability to move forward.

I speak to you not coming with excuses for the situation of our plight, but talking about what I see as opportunities for Sankofa and Lansing Community College. My vision and dream is to have an authorizer that is a demonstration model. We could be a teaching school. It could be an opportunity where education majors come into Sankofa and be able to demonstrate their wares. We have already partnered with your science department. Just the opportunity to engage in a

teaching and learning standpoint in my mind offers tremendous opportunities. Sankofa, for twelve years has been a community partner. Our partnership, if we were partnered with you, would allow us to bring possibly some of your programs for our parents and other community members. We have opened up our doors not only to be a liaison, but to be a viable education option and to a community service provider. So just think, there are a number of educational opportunities that exist in a possible authorization with Lansing Community College and Sankofa Public School Academy.

Public Hearing – FY 2008 Proposed Budget

Chairman Lavery reported that the Board of Trustees published a notice on Friday, June 8, 2007 of this public hearing on budget for the 2007 – 2008 Fiscal Year, for which the College proposes to levy 3.8072 mills. He stated that the millage may be reduced by any required Headlee Rollbacks. He also stated that this millage amount is referenced in the FY 2008 budget and the approval of this budget by the Board of Trustees will meet the requirement of the truth in budgeting statutes for levy of the proposed mills.

There was no public comment regarding the budget.

Chairman Lavery closed out the public hearing on the FY 2008 proposed budget.

PRESIDENT'S REPORT

Strategic Update Report

President Cardenas reported that the College has struggled a great deal over the last nine to ten months to identify additional revenue sources for the institution. She stated that LCC has engaged in a relationship with a Global Corporate College.

President Cardenas introduced Dr. Denise Reading, President of the Global Corporate College.

Dr. Reading made a presentation to the Trustees. This presentation is on file with the official Board meeting materials.

Discussion followed.

WIFI Discussion

President Cardenas stated that a security audit has been ordered to cover a variety of areas including wireless access, the firewall, parameter security, and the physical data center security. She stated that the College will be bringing back a report to the Board in the Fall with regards to this audit.

Board Table Configuration Update

President Cardenas presented the Trustees with a diagram of three different new board table configuration scenarios.

Discussion followed.

MOVED by Trustee Smith and supported by Trustee Rasmusson to go with option #3 for the configuration of the board table.

Roll call vote:

Ayes: Hollister, Pelleran Proctor, Rasmusson, Smith, Lavery

Nays: Canady

Absent: None

Motion carried.

MOVED by Trustee Proctor and supported by Trustee Pelleran to move the board table to the right side of the boardroom.

Roll call vote:

Ayes: Pelleran, Proctor, Rasmusson, Lavery

Nays: Canady, Hollister, Smith

Absent: None

Motion carried.

Report on Culinary Arts Program

Dean Judi Berry, of the Business Media and Information Technology Division, provided the Trustees with the following information:

- The Dean's Council is asking for time to establish new guidelines and policies for growing, maintaining, and eliminating academic programs before approving adjustments and structure to Hospitality and all other college-wide academic programs.

- The current facility is a 1,200 square foot facility that is set up for 12 students per section. The average number of students enrolled per section is 14.
- Room capacities which limit sections to 12 students, combined with high equipment and other operational cost is a strain on the budget. This causes the college to rely on non-equipment intensive courses with higher student capacity to offset the negative impact on the college-wide budget.
- Her divisional research concludes that a new facility accommodating 20 students at a time would yield a good return on investment of more than \$1.00.
- This new facility would include two commercial kitchens, one demo cooking lab, a retail bakery, and a dining room.
- This would mirror modern and contemporary eateries in the college service area as well as being in line with West Campus.
- The estimated cost for a new 10,000 square foot facility is roughly \$5 million dollars.
- The contribution to the revenue margin after expense could be as little as \$160,000 or as much as \$350,000 at the end of the first fiscal year of operation.

Dean Berry provided a power point presentation with additional information. This presentation is on file with the official Board meeting materials.

Discussion followed.

Trustee Pelleran requested to have a review done on the cost of having a facility at the Washington Square building. President Cardenas stated that they will provide the Trustees with a copy of this analysis by the end of next month.

Action Item – Fiscal Year 2008 Proposed Budget

President Cardenas reported that a packet addressing the questions raised at the June 11, 2007 Budget Workshop was sent out to each of the Trustees.

Ms. Catherine Fisher presented the operating budget for FY 2008.

Discussion followed.

MOVED by Trustee Canady and supported by Trustee Smith to adopt the FY 2008 proposed budget.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Lavery

Nays: None

Absent: None

Motion carried.

Action Item – Approval of Bids

Ms. Beard presented the following bids for the Board's approval:

- Main Campus Site Lighting – Phase II in the amount of \$212,000. The recommendation was to award the bid to J. Ranck Electric.
- Rubbish Removal Services in the amount of approximately \$62,000 per year. The recommendation was to award the bid to Waste Management.
- Washington Mall Shiawassee Entrance Landscaping in the amount of \$215,000. The recommendation was to award the bid to Irish Construction Company, Inc.
- Security Systems in the amount of \$103,998.90. The recommendation was to award the bid to Peripheral Vision Inc.

Discussion followed.

MOVED by Trustee Pelleran and supported by Trustee Canady to approve the bids presented.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Lavery

Nays: None

Absent: None

Motion carried.

The Board took at brief recess at 8:15 p.m.

The Board reconvened at 8:21 p.m.

Chairman, Committee and Board Member Reports

Chairman's Report – Mutual Commitment Document

MOVED by Trustee Hollister and supported by Trustee Smith to adopt the Mutual Commitment Document.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Lavery

Nays: None

Absent: None

Motion carried.

This document will be framed and placed in the Boardroom.

Chairman's Report – Personnel and Compensation Committee Discussion

Trustee Smith reported that the consensus of the Trustees who were present at the May 31, 2007 Committee Meeting, was to keep the Committee in operation for a 12 month period. She stated that this would be to evaluate the Committee's roles and responsibilities at the end of the year to determine future benchmarks. She further stated that there was no discussion of disbanding the Committee. She also stated that the Committee had been working along with the President as it relates to the HR audit recommendations and integrating into the HR work plan many of the things that were the birthplace of why the Board came up with the Personnel and Compensation Committee.

Discussion followed on the roles of the Personnel and Compensation Committee.

Mr. James Humphries provided the Board with the following policies that defined the Personnel and Compensation Committee. Those policies were:

Governance Policy 305:

A committee is a Board committee only if its existence and charge come from the Board, regardless whether Board members sit on the committee. The only standing Board committees are those which are set forth in this policy and appropriately chartered with clear product, authorities, timelines, and staff considerations.

1. Executive Committee: Shall consist of the Officers of the Board of Trustees, i.e.: Chairperson, Vice Chairperson, Secretary, and Treasurer. The Executive Committee shall have the power and authority designated by the Board by-laws;
2. Audit Committee: Review of all reports from the independent auditor; preparation of audit specifications and review of audit RFP responses; handling of anonymous or confidential allegations with referral to either internal or external auditors if appropriate;

3. Personnel and Compensation: Review proposed compensation policies and parameters for recommendation to the Board; and review and recommend a standard evaluation format for annual performance reviews of employees covered under the "Just Cause" employment policy;
4. Personnel and Compensation Committee shall do a review of mid-budget proposals for additional positions, reclassifications, etc.; recommended additions shall be placed on Board agenda for approval;
5. Finance Committee: Review of recommendations from other committees and board ends to develop recommended annual budget policies for Board consideration.

Bylaw 1.3.3:

Personnel and Compensation Committee

Members of the Personnel and Compensation Committee shall be appointed by the Chairperson of the Board of Trustees and shall serve as a standing committee. The Committee shall review proposed compensation policies and parameters for recommendation to the Board. The Committee shall review mid-year budget proposals for additional positions and recommended additions shall be placed on Board agenda for approval. Reclassification for non-represented personnel shall be presented to the Committee for review prior to action. Reclassifications of represented personnel shall be reported to the Personnel and Finance Committees with a financial impact report.

Personnel and Compensation Committee College Policy:

- I. Purpose: In order to assure appropriate staffing, and to identify current and future costs which are associated with employment arrangements, the Board of Trustees shall annually review and approve a Table of Organization and provide compensation policy parameters for both represented and non-represented personnel. Parameters for represented personnel shall be determined by the Board in executive session pursuant to the relevant exemption from the Open Meetings Act.
- II. Scope: The Table of Organization shall identify and establish the number of full and part time administrative personnel, and the number of authorized temporary administrative personnel positions.

The number of faculty positions will be identified with the understanding that it may be modified administratively as sections are added or deleted due to changes in enrollment or class size requirements.

Discussion followed.

MOVED by Trustee Proctor and supported by Trustee Hollister to redefine the roles and responsibilities of the Personnel and Compensation Committee.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Smith, Laverty

Nays: Rasmusson

Absent: None

Motion carried.

MOVED by Trustee Pelleran and supported by Trustee Hollister to disband the Personnel and Compensation Committee.

Roll call vote:

Ayes: Pelleran

Nays: Canady, Hollister, Proctor, Rasmusson, Smith, Laverty

Absent: None

Motion failed.

Chairman's Report – Ethics Policy Development

The following Ethics Policy was presented to the Board:

ETHICS AND CONDUCT POLICY

It shall be the policy of the Lansing Community College Board of Trustees that all Trustees follow high standards of ethics and conduct.

The successful operation and reputation of Lansing Community College is built upon the principles of fair dealing and ethical conduct of our Trustees. Our reputation for integrity and excellence requires careful observance of the spirit and letter of all applicable law and regulations, as well as a scrupulous regard for the highest standards of conduct and personal integrity.

The continued success of Lansing Community College is dependent upon our community's trust and we are dedicated to preserving that trust. Trustees owe a duty to Lansing Community College, its students and the community to act in a way that will merit the continued trust and confidence of the public.

Lansing Community College will comply with all applicable laws and regulations and expects its trustees, officers, and employees to conduct business in accordance with the letter, spirit, and intent of all relevant law and to refrain from an illegal, dishonest, or unethical conduct.

In general, the use of good judgment, based on high ethical principles, will guide the Trustees with respect to lines of acceptable conduct. If a situation arises where it is difficult to determine the proper course of action, the matter should be discussed openly at the Board of Trustees.

Compliance with this policy of business ethics and conduct is the responsibility of every Lansing Community College Trustee. Disregard or failing to comply with this standard of ethics and conduct could lead to disciplinary action, up to and including possible suspension of travel or other Board privileges, public censure or other such action as the Board deems appropriate.

A. BOARD OF TRUSTEES:

1. Board members will be advocates of community college post secondary public education.
2. Board members will uphold and enforce all laws, State of Michigan Board of Education rules and regulations and judicial orders pertaining to community colleges. Desired changes should be brought about only through legal and ethical procedures.
3. Board members will make decisions which consider the educational welfare of students and the public and will strive to maintain a community college which meet the individual needs of all students regardless of their race, religion, creed, sex or social standing.
4. Board members will join, as appropriate, with fellow board members, College officers/staff, the community and students in a continuing study of the nature, value and direction of contemporary post-secondary education in order to maintain the appropriateness of the education mission of the College.
5. Board members will work to help the community understand the importance of community college education.
6. Board members will strive to ensure that people are accurately informed about the College and will try to interpret to the staff the aspirations of the community for the College.
7. Board members will recognize that their responsibility is not to administer the College but, together with fellow Board members, to provide that it is well administered.

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8. Board members will arrive at conclusions in meetings complying with the Open Public Meetings Act.
9. Board members will recognize that authority rests with the whole Board assembled in public meeting and will make no personal promises nor take any private action which may compromise the Board.
10. Board members will refuse to surrender their independent judgment to special interests or partisan political groups or use the College for personal gain or for the gain of friends.
11. Board members will hold confidential all matters pertaining to the College which, if disclosed, would violate provisions of the Open Public Meetings Act or other applicable law.
12. Board members will refer complaints to the President and will act on such complaints at public meetings when appropriate.

B. THE BOARD AND COLLEGE OFFICIALS:

1. A Board member and any College officer/staff shall not participate in any way in a matter in which he or she has a present financial or personal interest (direct or indirect). A Board member shall not vote on any motion or resolution before the Board in which he or she has a present financial or personal interest (direct or indirect).
2. A Board member or officer/staff shall be deemed to have a financial or personal interest in a matter if adoption or defeat of a resolution or motion if adoption or defeat of a resolution or motion or action on a matter by the College would cause the Board member or officer/staff or his/her spouse, children, immediate family or business to derive a monetary gain. Such person shall be deemed to have such a financial or personal interest if that person, or that person's spouse, children or immediate family are employed by or have an interest in a business which would derive a monetary gain as a result of action on a resolution, motion or matter. An interest in a business shall not be deemed to be the ownership of an insignificant number of shares in a publicly held company.
3. No Board member or College officer/staff shall knowingly himself/herself, or by his/her partners or through any corporation which he/she controls or in which he/she owns or controls stock, or by any other person for his/her use or benefit or on his/her account, undertake or execute, in whole or in part, any contract, agreement, sale or purchase

made, entered into, awarded to or granted by the College.

4. No Board member or College officer/staff shall engage in, solicit, negotiate for or promise to accept praise employment or render services to private interests when such employment or services creates a substantial conflict with or substantially impairs the proper discharge or official duties. No board member or College officer/staff shall use college office facilities or supplies other than in the proper discharge of his/her official duties.
5. No member of the Board of Trustees shall be interested directly or indirectly in any contract with or claim against the Board of Trustees.
6. This policy shall be reviewed periodically for the information and guidance of Board members and College officer/staff and any new Board members and College officer/staff shall be given a copy of this policy upon entering on the duties of office.

C. ADMINISTRATION OF THE POLICY

1. Review of Allegations of Misconduct:

(a) Persons desiring to make complaints concerning violations of this Code of Ethics and Conduct should be requested to make such allegations in writing, to present information in support of their allegations and to be available to meet with representatives of the Board of Trustees in person.

(b) All allegations of violations or misconduct on the part of Board members or College officers/staff shall be referred to the Board of Trustees. All investigations and proceedings related to the resolution of the alleged misconduct shall be handled in accordance with the requirements of the Open Public Meeting Act and other applicable law.

(c) Upon receiving such complaint the Board of Trustees shall initially review the apparent merits of the allegations. Where the complaint is deemed frivolous and without merit, no further action need be taken. If, however, the allegation may have merit, the Board in accordance with law shall initiate an investigation to gather facts upon which to base a conclusion as to the validity of the allegations made.

Upon completing its investigation the Board shall prepare a report containing its findings and conclusions. This report shall provide the basis for the Board to take appropriate action in accordance with law with respect to the allegations.

(d) Whenever any College officer/staff or Board member is found to have violated these ethical standards, the Board shall take appropriate action. For college officer/staff, such action may range from a letter of reprimand to the discharge of the involved College officer/staff but any such discharge shall be in accordance with procedures provided by law or contract.

D. DEFINITIONS:

1. College officer/staff means the Lansing Community College President, Vice Presidents, CFO, COO, CAO, CIO, HR Director, College Deans, Director of Purchasing/Contract Manager, Media Relations/Special Events Specialist, Director Strategic Planning & Ed, Strategic Communications Specialist, Director of Strategic Partnerships, Controller, and Executive Assistant to the President.
2. Board member means a member of the Board of Trustees of Lansing Community College.

Trustees Canady stated that he thought that A.9 of the policy might be an infringement of the freedom of speech. He also stated that he felt A.11 of the policy oversteps the authority of the Board.

MOVED by Trustee Pelleran and supported by Trustee Canady to delete A.9 and A.11 from the proposed Ethics Policy.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith

Nays: Laverty

Absent: None

Motion carried.

MOVED by Trustee Pelleran and supported by Trustee Hollister to adopt the Ethics Policy with the approved changes.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Laverty

Nays: None

Absent: None

Motion carried.

Chairman's Report – Amendment to Board Bylaw 1.1.8

Chairman Laverty presented the following amendment to Board bylaw 1.1.8 for the Board's consideration to be discussed at the September meeting.

1.1.8 Board Members Seeking Employment with the College

A Board member shall not apply for a position with the College unless and until he or she has first resigned from the Board. Similarly, employees of the College, regardless of the type of compensation received, are excluded from membership on the Board.

Furthermore, no former Board member will be hired into any position, enter into a contract to perform any type of business or provide any type of services to the College for a period of one (1) calendar year following vacating their respective Board of Trustees position.

Committee Reports

Audit/Finance Committee Report – Trustee Rasmusson

Trustee Rasmusson reported that the Audit/Finance Committee will be meeting on Monday, June 25, 2007 at 4:00 p.m.

MOVED by Trustee Rasmusson and supported by Trustee Canady that the Board ratify his approval of the FY 2007 Audit contracts and engagement letters and the FY 2007 revised budget and expenditures.

Discussion followed.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Laverty

Nays: None

Absent: None

Motion carried.

Resolution to Recover Tuition Owed – Trustee Rasmusson

Trustee Rasmusson presented the following resolution to the Board for approval:

The Board of Trustees of Lansing Community College, upon motion and support, duly adopted the following resolution:

The College shall seek to recover tuition owed, including student aid repaid to levels of government, within the statute of limitations, and the Audit Committee is authorized from this date and continuing until August 31, 2007, to determine the accounting treatment for this and card balances with the advice of the auditors, and to direct the proper handling of escheats upon advice of counsel, and to authorize implementation including allowances for hardship, insuring measures are consistent with the values of the College and the ascertaining ways of assisting repayment, such as promissory notes with amortizing payments, waiver of interest or portion thereof, financing methods, inquiry into incorporation in student aid and other options.

Discussion followed.

MOVED by Trustee Smith and supported by Trustee Rasmusson to adopt the resolution on the recovery of tuition owed.

Roll call vote:

Ayes: Canady, Rasmusson, Smith, Laverty

Nays: Hollister, Pelleran

Absent: None

Trustee Proctor abstained from voting.

Motion carried.

50th Anniversary Gala Celebration Resolution – Trustee Rasmusson

Trustee Rasmusson presented the following resolution to the Board for approval:

WHEREAS, the Lansing Community College 50th Anniversary Gala Celebration held on May 19, 2007, was an outstanding success, bringing together the community and bolstering support for the mission of the College; and

WHEREAS, the LCC Board of Trustees, Faculty, Staff, Students and Community will long remember and benefit from their fine efforts; and

WHEREAS, proceeds from the event will establish a new “Next Generation” Endowed Fund that will provide support to students and faculty and promote programs that foster innovation and excellence, and that will help our community move forward with new academic programs for the next wave of educational opportunity; and

WHEREAS, the LCC Foundation is planning to hold a similar special event each Spring to honor the recipient of the Distinguished Alumni of the Year Award and raise funds to support student scholarships; and

WHEREAS, the LCC Foundation greatly appreciates the 30 businesses and organizations that sponsored the event, including title sponsorship from National City Bank.

NOW THEREFORE, BE IT RESOLVED the Board of Trustees, on behalf of the College, Faculty, Staff, Students and Lansing Community, recognizes the Gala sponsors and the outstanding accomplishment and diligent and dedicated work of the

- LCC Foundation Board members: Dr. Eva Evans, Jeff Benson, Judith F. Cardenas, Ed.D., Chuck Clark, Lynn Colby, Christine Hollister, Chris A. Laverty, Olivia Letts, Art Luna, Kevin Manning, Dorothy Mirkil, William Motz, Patricia Ouellette, JR Rios, Dan Schiffer, and Arlene E. Sierra, Robin M. Smith, John Smythe, Joseph Sowmick, Frank Tegge, and Steve Winninger;
- LCC Foundation officers: Robert Anderson, Chairperson; Dr. Cliff Hale, Vice Chairperson; Dave Elliott, Secretary; and Gary S. Olson, Treasurer;
- Honorary Committee members: Chief Mark and Mrs. Cassie Alley, Steve and Valerie Alexander, Dr. E. Sharon Banks, James and Diane Barrett, Rep. Joan Bauer and Douglas Langham, Lucile Belen, Mayor Virg and Mrs. Terri Bernero, Governor James and Janet Blanchard, James and Rishan Butler, III, Mrs. Hortense and Dr. Clinton Canady, Jr., Paula and Pete Cunningham, Dr. Judith Cardenas and Mr. Bernard Rochon, Tom and Connie Eifert, Dr. Eva Evans, Judge Charles and Mrs. Judith Filice, Dr. Philip and Mrs. Lois Gannon, Glen and Sherry Granger, Dr. Christian Herrmann, Jr., Christine and David Hollister, Chris and Louise Holman, Sheri Jones and Rocco Ruchinshi, Don LeDuc and Susan Coley, Art and LouAnne Luna, David and Janet O'Leary, George and Sally Perles, Joe and Jerry Reid, Arlene and Larry Sierra, Dr. Abel and Mrs. Sylvia Sykes, Jr., Dennis and Cathy Swan, Randy and Cindy Thayer, Mike and Elaine West;
- Event Committee members: Arlene Sierra, Susan Fisher, Lynn Colby, Judith McQueen, Thomas H. Eifert, Cheryl Hunley, and Mike West;
- LCC Staff: Ruth Borger, Ed.D., Susan Fisher, Christine Hollister, Beth Vanderlip, Dan McKean, Erika Morgan, Brooke Fedewa, the LCC Faculty Jazz Band, and all those in various LCC departments who assisted with the many details of this event; and
- The many others who gave their creativity and support to make the 50th Anniversary Gala Celebration an outstanding success: Bob Fernholz, Chris Holman, John Hosek, Sheri Jones, Barb McKessy, Kathy Valentine, Steve Winninger, James Gray, Scott Jayne, Katy Stevenson, LCC Student Marketing Association and Marshall Music Company.

AND BE IT THUS RECORDED THIS 18TH day of June, 2007.

MOVED by Trustee Rasmusson and supported by Trustee Pelleran to adopt the 50th Anniversary Gala Celebration Resolution.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Laverty

Nays: None

Absent: None

Motion carried.

Media Convergence and Longitudinal Studies – Trustee Rasmusson

Trustee Rasmusson presented the following resolution to the Board for approval:

RESOLUTION

Upon Motion being duly made, supported and passed, the Board of Trustees of Lansing Community College adopted the following:

RESOLVED that:

1. At the June meeting of the Board, a person from Media, and/or Dean Berry, is invited to address the Board on current thinking jobs and opportunities in media and convergence that the Board should consider with respect to planning and finance. Is there more the College should be planning to do?
2. The person who studies outcomes and familiar with the annual surveys is invited to address the Board at the June meeting about any recent longitudinal studies testing the retention and application of classroom learning at LCC. Is there a need for an outside consultant to assist with focus groups or the study of outcomes?
3. Faculty member delegated by the President, who has been recommended to the Board, is delegated to be the College liaison to the Michigan motion picture office and is further tasked to consider cooperation opportunities, job opportunities, convergence and possible roles for the College. The liaison shall be paid in the manner determined by the President within contract obligations, or in accordance with agreement reached on the matter with the relevant collective bargaining unit. If the liaison continues full time teaching, the Board contemplates that some form of overtime pay with a maximum number of hours set for each pay period would be appropriate. The maximum should be consistent with the LCC emphasis on teaching. The President is authorized to create a program and employ the most senior

faculty on projects and endeavors, and at her direction. Up to \$30,000 is authorized for FY 2008 for this.

Trustee Rasmusson asked that Connie Peterson be named as the faculty member who will serve to be the College liaison to the Michigan motion picture office.

The main concerns raised about the motion were:

- Trustee Pelleran does not think it is good policy to identify and tell the administration who is going to be the Board Liaison on anything. She stated that they should let the Dean use her judgment.
- Trustee Smith felt that this was a responsibility of the President.
- Trustee Proctor felt that the Board should not be going in this direction and that this is more administrative and managerial.

MOVED by Trustee Smith and supported by Trustee Hollister to delete #2, and #3 of the proposed resolution.

Roll call vote:

Ayes: Hollister, Smith

Nays: Canady, Pelleran, Proctor, Rasmusson, Laverty

Absent: None

Motion failed.

MOVED by Trustee Rasmusson and supported by Trustee Canady to adopt the original resolution submitted.

Roll call vote:

Ayes: Canady, Rasmusson

Nays: Hollister, Pelleran, Proctor, Rasmusson, Laverty

Absent: None

Motion failed.

Special Recognition of Service – Trustee Rasmusson

Trustee Rasmusson stated that Chairman Laverty has served longer than any other Board Chair has served at Lansing Community College.

Chairman Laverty was presented with a plaque by Trustee Rasmusson recognizing his longevity.

Personnel and Compensation Committee Report – Trustee Smith

Trustee Smith reported that two reclassifications were submitted by the Administration and accepted by the Personnel and Compensation Committee.

- (2) Networking Specialist
- (3) Manager of Fund Development

She also reported that the Personnel and Compensation Committee is recommending that there be a moratorium on any additional reclassifications until the recommendations of the HR Audit are integrated into the HR work plan.

Discussion followed.

MOVED by Trustee Hollister and supported by Trustee Proctor to vote separately on the report presented by the Personal and Compensation Committee.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Smith, Laverty

Nays: Rasmusson

Absent: None

Motion carried.

MOVED by Trustee Smith and supported by Trustee Laverty to approve the two reclassifications.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Smith, Laverty

Nays: Rasmusson

Absent: None

Motion carried.

MOVED by Trustee Smith and supported by Trustee Laverty to accept that there will be a moratorium on any other additional reclassifications until the recommendations of the HR audit is integrated into the HR work plan.

Roll call vote:

Ayes: Rasmusson, Smith

Nays: Canady, Hollister, Pelleran, Proctor, Laverty

Absent: None

Motion failed.

Board Member Reports

Ghana Trip Update – Trustee Smith

Trustee Smith reported that Lansing Community College has had a three year cooperative relationship with the country of Ghana through study abroad and service learning. She stated that the purpose of their trip was to enhance the relationship with international students. She also stated that the college currently had one Ghanaian student. Trustee Smith reported that there were eighteen students and four faculty members for the three weeks overseas program. She reported that they had computer, nursing, dental hygienist and teacher education students. Trustee Smith stated that while in Ghana they were able to build upon LCC's current relationship in several different ways. She also stated that there were a total of 167 perspective students that attended.

Trustee Smith presented a video of her trip to Ghana which is on file with the official Board meeting materials.

Trustee Smith presented to the President and the Board a hand carved plaque from the citizens of Ankaase.

MOVED by Trustee Smith and supported by Trustee Hollister to accept the Memorandum of Understanding General Agreement for Academic Cooperation between LCC and Ghana Institute of Management and Public Administration Achimota, Accra, Ghana.

Trustee Pelleran asked to have the administration ask for a legal opinion on the gift of land.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Laverty

Nays: None

Absent: None

Motion carried.

Sankofa Shule Charter School – Trustee Canady

Trustee Canady reported that he was contact by Mr. Charles Moore with regards to Sankofa Shule Charter School. He stated that this contact was made because they had heard that Central Michigan University may possibly discontinue with

their charter. Trustee Canady stated that officials from the Charter School wanted to begin taking other actions to protect themselves.

Trustee Canady stated that there is a need for Sankofa Shule Charter School in the Lansing community. He stated that it has been successful for twelve years and has done a fine job educating people in the community.

Trustee Canady stated that this would be an opportunity for Lansing Community College to expand outreach to and partnerships with K-12 schools.

MOVED by Trustee Canady and supported by Trustee Smith to hold a special meeting on Friday, June 29, 2007 to analyze the concept and review a financial analysis on how having the Sankofa Shule Charter School would impact Lansing Community College.

Discussion followed.

Roll call vote:

Ayes: Canady, Hollister, Proctor, Rasmusson, Smith, Lavery

Nays: Pelleran

Absent: None

Motion carried.

Presidential Search Update – Trustee Proctor

Trustee Proctor requested to add the Presidential Search Update to the June 29, 2007 Special Meeting. Trustee Proctor stated the Board needs to make a decision on whether or not they are going to proceed with the Presidential Search and to identify what type of time frame the Board wants Greenwood and Associates to work on.

Closed Session

MOVED by Trustee Smith and supported by Trustee Canady that the Board go into closed session for the purpose of discussing a matter of attorney client privilege and negotiations.

Roll call vote:

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Smith, Lavery

Nays: None

Absent: None

Motion carried.

The Board entered into closed session at 10:26 p.m.

Trustee Smith left at 10:53 p.m.

The Board returned to open session at 11:35 p.m.

Public Comment

Charles Moore thanked the Board for further consideration of Sankofa and that he will be open to answer any questions for anyone that has one. He also stated that he would be willing to work closely with the administration to provide the information needed.

Board Evaluation

There was no Board Evaluation.

Adjournment

MOVED by Trustee Proctor and supported by Trustee Canady for the meeting to adjourn.

Ayes: Canady, Hollister, Pelleran, Proctor, Rasmusson, Lavery

Nays: None

Absent: Smith

Motion carried.

The meeting adjourned at 11:37 p.m.