

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
February 5, 2008

**Special Meeting**  
Adopted Meeting Minutes

## **Call to Order**

The meeting was called to order at 4:03 p.m.

## **Roll Call**

Present: Canja, Hollister, Lavery, Proctor, Rasmusson, Woods, Smith  
Absent: None

Trustee Hollister left at 5:31 p.m.

## **Limited Public Comment Regarding Agenda Items**

There was no public comment.

## **Closed Session**

MOVED by Trustee Rasmusson and supported by Trustee Lavery to go in to closed session for the purpose of discussion of a client attorney privilege matter.

Roll call vote:

Ayes: Canja, Hollister, Lavery, Proctor, Rasmusson, Woods, Smith

Nays: None

Absent: None

Motion carried.

The Board entered into closed session at 4:06 p.m.

The Board returned to open session at 5:31 p.m.

Roll call:

Present: Canja, Lavery, Proctor, Rasmusson, Woods, Smith

Absent: Hollister

## **Corporate College Discussion**

Trustee Laverty stated that he would like to see the Board move forward on this opportunity.

Trustee Canja questioned why this could not be done internally and do we really need to create a separate entity? She asked what the need for a separate entity is and what benefits does the College gain from a separate entity.

Chairperson Smith stated that the College must do its due diligences to make sure that the Corporate College is set up properly.

## **Presidential Search**

### **Presidential Search – PR Firms Recommendation/Approval**

Trustee Proctor reported that the Screening Committee will be meeting February 7, 2008 for the purpose of completing its review of the applications. He stated that it is expected that the Committee Member will identify 3 to 5 applicants to move forward to the Board for their consideration.

Trustee Proctor presented the following resolution:

The Board of Trustees of Lansing Community College resolves as follows:

WHEREAS, the College has issued a request for quotation for Public Relations Firm for the Presidential Search Committee, and

WHEREAS, vendor's proposals were evaluated based upon experience, resources, and qualifications of the firm and individuals assigned and their pricing proposal for the entire project, and

WHEREAS, John Bailey & Associates Inc. provided the most advantageous proposal to the College, meeting all required specifications, and

WHEREAS, a purchase order will be issued Not to Exceed \$15,000, and

WHEREAS, funding is available from the Presidential Search budget,

NOW, THEREFORE, BE IT RESOLVED THAT the Lansing Community College Board of Trustees approved the award of the Public Relations Firm for Presidential Search Committee to John Bailey & Associates, Inc.

MOVED by Trustee Proctor and supported by Trustee Laverty to resolution for the Public Relations Firm for the Presidential Search Committee.

Discussion followed.

Roll call vote:

Ayes: Canja, Laverty, Proctor, Rasmusson, Woods, Smith,

Nays: None

Absent: Hollister

Motion carried.

### **Presidential Candidates Site Visits**

Trustee Proctor reported that the next steps in the search process will be to bring the 3 to 5 final candidates on campus for public forums and interviews with the Board of Trustees February 19 – 22, 2008.

Trustee Proctor also reported there will be an on-site visit of the places of employment of these 3 to 5 final candidates.

He asked the Trustees how many people they felt should be a part of the on-site team visits. Trustee Proctor recommended that it not be more than five or less than three.

Discussion followed.

Trustee Canja and Chairperson Smith asked to be apart of the on-site team delegation. The other members will come from the Screening Committee.

Trustee Proctor stated that at least a majority of the members should go to each of the sites. He further stated that it doesn't necessarily mean that everybody has to go to all of them.

### **Committee Assignments**

Chairperson Smith announced the following committee assignments:

Association of Community College Trustees

(1) Edward Woods

(2) Robin Smith

LCC Foundation Board of Directors

- (1) Robin Smith
- (2) Deb Canja

Michigan Community College Association Board of Directors

- (1) Robin Smith
- (2) Edward Woods

Audit Committee

- (1) Chris Lavery (Chair)
- (2) Robert Proctor
- (3) Deb Canja

Workforce Development Board

- (1) Robert Proctor

## **Public Comment**

There was no public comment.

## **Adjournment**

MOVED by Trustee Woods and supported by Trustee Lavery for the meeting to adjourn.

Roll call vote:

Ayes: Canja, Lavery, Proctor, Rasmusson, Woods, Smith,

Nays: None

Absent: Hollister

Motion carried.

The meeting adjourned at 6:07 p.m.