

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
August 20, 2009

Special Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:08 p.m.

Roll Call

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

Pledge of Allegiance

Trustee Hollister led the Pledge of Allegiance.

Limited Public Comment Regarding Agenda Items

There were no public comments.

Closed Session

IT WAS MOVED by Trustee Hollister and supported by Trustee Smith that the Board go into closed session for the purpose of discussing a written legal opinion regarding the sale or lease of real property.

Roll call vote:

Ayes: Hollister, Lavery, Proctor, Rasmusson, Woods, Smith, Canja
Nays: None
Absent: None

The motion carried.

The Board entered into closed session at 6:15 p.m.

The Board returned to open session at 7:59 p.m.

Roll call:

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

Absent: None

PRESIDENT'S REPORT

Enrollment Update

Dr. Shanblatt presented a PowerPoint presentation that is on file with the official Board meeting materials.

Parking Update

Dr. Knight gave the following parking update:

- LCC staff began preparing plans for addressing traffic and parking challenges at the start of this semester.
- More challenges than in the past are anticipated because of road closures, particularly the closure of Grand Avenue between Ottawa and Ionia streets. This section of Grand will be closed for most of the fall semester.
- Chris Strugar-Fritsch and Eric Glohr assisted with minimizing congestion and enabling students to park. The parking plan includes:
 - Communicating to students and employees about parking options and tips for minimizing difficulty. Communication channels include the web, LCC-TV, Twitter, flyers, Facebook and media announcements.
 - Collaborating with the City of Lansing Police Department to manage traffic flow.
 - Collaborating with the City of Lansing to arrange free parking at the Lansing Center for students and employees during the first two weeks of classes (college will pay City \$1.50/day per vehicle).
 - Lot U, adjacent to University Center, is now open and is helping alleviate some of our parking shortage.
 - All went well this morning. Lines were minimal or nonexistent in the early morning. At mid-morning there were some lines, but they were cleared in about 45 minutes.

Dr. Knight thanked Parking Services, Police & Public Safety, Communication and the Marketing staff for their efforts.

Chairperson, Committee and Board Member Report

Committee Report – Audit Committee Report

Trustee Laverty indicated that the September 8, 2009 Audit Committee meeting had been moved to September 14, 2009.

Committee Report – Audit Committee Report/Review of Policy on Internal Auditing

Trustees Laverty requested that there be a review of the Hiring and Contract Approval Policy on the Internal Auditor and Auditing. He stated that he will work with the Board's Administrative Assistant to send out copies of proposed changes for the next Board of Trustees meeting in September. Trustee Laverty requested that this item be placed on the Board's agenda as a first read only item.

Committee Report – Audit Committee Report/Select Process on How the Board will do Internal Auditing in the Future.

Trustee Laverty stated that he, Dave Hilquist and Beckie Beard reviewed a request for proposal and specification for internal auditing and services. He stated that the Audit Committee will go through the process of receiving the names of different firms that might be interested. He further stated that the Audit Committee will narrow it down to three and conduct interviews to find out what each firm has to offer in internal auditing services as LCC moves forward in the future.

Public Comment

David Hecker: Good evening I'm David Hecker, President of the American Federation of Teachers. Dr. Knight, Chairperson Canja, Board members, I want to thank you for the opportunity to speak at the Board meeting tonight. It is good to be here to meet current Trustees and people who are running to be Trustees. It is also good to be here to have the opportunity to express some thoughts. As a Board you have taken on a big responsibility running a community college. In these difficult economic times it is a huge responsibility, especially given the essential role community colleges need to play in our State's economic recovery. Some good news is that LCC appears to be doing better than most in these difficult times; although laying off 19 employees for economic reasons as a last resort. Our union believes that a last resort should not be providing fewer services to students, a result of layoffs. It's not purchasing 4 parcels of land for \$230,000, not remodeling the top floor of this building, and

not doing the landscaping to the extent that it was done. Maybe these expenditures I mentioned will be covered by the great spike in enrollment. We think better that this spike is used to rescind 19 layoffs and prevent others, so that all of our students get the education and the services we all want to provide. We are really all on the same side. We are all committed to public community colleges. We all walk down the street and fight hard for more funding for community college. Together we are all responsible to our students. Everyone in this room is on the same side. We are all for our students. We are all for public education. We ask that the college to work with us when making decisions, work with us when figuring our priorities, rather than doing things to us. That way of doing things is really best for this college, the students and for everyone. I thank you for your time.

Beckie Beard: I'm Beckie Beard, President of the LCC Administrative Association. During the kickoff the other day the President was asked about layoffs and in his response he stated that none were planned. The President was asked that question a second time in another way and he responded, "unless he receives a letter or a telephone call". This presents an air of uncertainty to faculty and staff of this institution. I would like to propose that the College begin budget discussion now rather than later and create contingency plans for several possibilities that may occur rather than waiting for a telephone call or a letter. LCC's Administrative Association and fellow unions on campus stand ready to participate in a collaborative effort, so that whether or not we receive a telephone call or a letter we can respond happily with a solution. Let us be proactive and not reactive. Thank you.

Harry Whitehead: Good evening, I'm Harry Whitehead, I'm the lead faculty in the Aviation Maintenance Technology Department. I wanted to speak to you tonight and add my voice to the somewhat controversy going on about my program. We do need to be expanded. The facility we are in is getting old. The equipment we have is getting old. We need more room. If you remember part of Dr. Shanblatt's presentation today, my program increased our enrollment this semester over the last year by roughly 35%. I attribute that directly to our ability and our program using one of our flight instructors as a recruiter, primarily this past year. I think that the results prove that out. Part of the business plan that has been submitted through the administration includes a recruiter and equipment upgrade. I know that I can expand my program. The present student population we have gives us roughly just slightly under a 1.0 RER. We are getting close. My break even point is roughly 48 students or so. We're a small program, but we are getting there. With a move down to Mason, a bigger facility, nicer facility, equipment upgrades, and implementing my business plan we can easily complete what it says in there and expand double what we are doing right now. I firmly believe in that, but we need your support. It will take some funding. It will take the foresight to do that.

You have to remember that in my business and those of us in the business have a different take on what the news media report. All you hear in the news media is layoffs in the airline and all the rest of that. We in the business know that while that is true, it's also true that within the next 5 years there is going to be a big amount of retirements. The FAA recently raised the retirement age from 60 to 65 particularly because of that. There are not enough pilots to replace those people. The same things are at work on my end in maintenance. Every airplane needs a mechanic and the saying goes "when the pilots are good, mechanics are priceless." We take care of all of them. Not just the passengers. We take care of the pilots too. Over the next 10 years the FAA predicts a 50,000 mechanic shortage across the country. The country, the state, our community needs programs like ours to keep supplying valuable people, good wages, very self-supporting, contributing members of the community. That's what we are all about. Our students need these kinds of improvements in the program to maintain their viability in the industry and their value to the industry. Right now we are doing an adequate job. All of our students get jobs if they want in the industry, but we need to improve that. We are in a position where it's the old saying "if you are not moving forward you're falling behind." This is very true in the aviation like it is in a lot of other things. So please consider our program favorable. It's a good program, it's a viable program and we will make LCC shine with the program. Thank you.

Pam Tobin: Hi I'm Pam Tobin, I'm the Chief Flight Instructor and Program Coordinator at the Aviation Center. I just want to reiterate what Harry was saying on how important our program is. I think you all know it. Some of you have been out to the airport and I invite you to come out and visit us. We are in the process of growing. I think that is very important, particularly for the aviation maintenance side. We need maintenance. Aviation maintenance is just critical. As a pilot, I've been up there flying too often and I tell you something, if it weren't for the aviation maintenance and the folks who were taking care of my airplane, I would have been up a creek without a paddle. I greatly appreciate the aviation maintenance side.

By the same token, I need everyone to understand how important the flight side is also. Without pilots you don't get this transportation that we need. This is a global environment that we are dealing with. When you think of globalization you have to think of aviation. It's not just a rich person's sport. It's a career; a hard career. I've been doing it for 20 years. Thanks to LCC, I went through their program and I am greatly appreciative for what they did for me. What I've seen is that our program has stagnated terribly. The same airplanes that I learn to fly in 20 years ago, we have today. The same radios that I learn to talk on are in that airplane today. Unfortunately, when it comes to navigation, we can't stand still anymore. In fact, we are actually at a point where our airplanes are

no longer able to fly in the clouds. We can't teach our students unless we have upgraded radios. For those of us in the union, I really need you to understand that we don't want to do this on the back of employees losing their positions. It is the fact that we have been trying for so long to keep our program safe and to grow and it hasn't been. It's been stagnated. We are at a point where we need new equipment and we need a new place for the aviation maintenance to grow. We need everybody to help us make our program as good as it can be.

We have had some tremendous success. Thanks to LCC, I've flown around the world. I've had a flight that was 3½ weeks, around the world. I went to 17 different countries and it is all because of LCC. So first of all thank you and secondly the union, be patient with us. We are going to help you wherever we can also, but remember we're also trying to provide jobs. We love you and we hope that you love us and come visit us. Thank you.

Ed Cox: Good evening, my name is Ed Cox and I am a Flight Instructor in the Aviation Program. I have taught in the program for 16 years. I have just recently gone back to teaching. I was the interim director for the last year and a half. A year and a half ago I was asked to come up with a new way of doing business for the aviation program. For most of the history of the program we have been losing money and it is becoming harder and harder to justify the program when we are losing money. We began a process of writing business plans to make the flight program and the A & P program viable. We have looked at many options that include moving to different facilities. We've looked at a different aircraft, purchasing an aircraft, and upgrading the aircraft we currently have as ways that we can keep the program viable without using a lot of additional funds. These business plans have been looked at for a year and a half. Catherine Fisher has looked at them. We've had outside consultants look at it to see that the numbers are legitimate and we have gotten word that they are. So this is not something that has just popped up at the last minute and that we have thrown together. This is a year and a half of effort to come up with a business plan to present to you a viable flight program and a viable A & P program. The flight program will be a break even operation and the A & P program will start making money for the college with these improvements. However, the improvements must include a move to Mason as the best possible option for the A & P program to grow. It's the best facility and it's the best possible place for that facility at this time. Moving to Mason will allow the flight program to move to the current facility that the A & P program is using. This is the least cost option for the flight program to continue and upgrade our avionics equipment. The move to Mason may be a little controversial in some of the execution, but the actual planning of it and the looking at the numbers to justify it has been looked at for quite some time and has received due diligence. A move to Mason will be paid for by the students in the aviation program so it is not an additional burden to the college.

Board Comments

Trustee Hollister: I just wanted to make a comment that this is the first meeting we've had since the filing for the next round of election for the Trustees and I noticed that my colleague, Trustee Laverty, didn't re-sign for another tour. I just wanted to thank him personally and publicly for his service to the college. It's been a pleasure serving with you. I'm looking forward to the next few months and hopefully we can get as much of your institutional knowledge recorded somehow or another so we don't lose that because you have been a great asset and I just want to thank you.

Trustee Smith: I have served with Trustee Laverty ever since I have been on the Board and I know that it has been with challenges that he has been here. He has such a great heart for the college. I have learned so much from him. He will definitely be missed. Thank you so much for your service.

IT WAS MOVED by Trustee Smith and supported by Trustee Hollister that a resolution be drafted to commend Trustee Laverty for his service as a Trustee.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Trustee Laverty stated that he had a couple of items that he wanted to mention. He stated that he had asked to have the severance issue put on tonight's agenda. Trustee Laverty stated that this is regarding the motion put forth by Trustee Hollister on May 18th and supported by Canja that:

...it be resolved that the Board of Trustees recognizes the pressing need to achieve monetary savings and improve organizational efficiency, and directs President Knight to proceed with such steps as he considers appropriate and necessary to balance the budget. This resolution includes authorization to implement, as a last resort, personnel reductions; beginning with non-teaching personnel at all levels, including the Vice President level. The President is also authorized to proceed with negotiations of one or more separation pay plans for employees affected by involuntary layoffs, subject to the parameters the Board has discussed with the President.

Trustee Laverty stated that the Board keeps referring back to this particular motion more than once as a Board both in meetings as well as outside. He

stated that the Board has a Severance Policy which clearly states:

...no severance agreement will be valid or authorized unless approved by the Board of Trustees.

Trustee Lavery stated that this is what the Board has always done and that the severances have always come back to the Board for approval after they have been negotiated by the Chair, the President or the Administration. He stated that this is the concern he has and why he is asking that this be put on the next Board's agenda. He further stated that he did not know if the rest of the Trustees were on the same page but he does not feel that the motion negated the Board's Severance Policy.

Trustee Canja thanked him for the clarification of his request. She stated that it will be placed on the September agenda.

Trustee Lavery mentioned that the Caribbean Fest is this Saturday and that he looks forward to attending.

Chairperson Canja announced that the new 3D room is ready for Trustees to view, or anyone else who would like to view it, after the Board meeting.

Adjournment

IT WAS MOVED by Trustee Woods and supported by Trustee Smith that the meeting adjourn.

Ayes: Hollister, Lavery, Proctor, Rasmusson, Woods, Smith, Canja
Nays: None
Absent: None

The motion carried.

The meeting adjourned at 8:29 p.m.