

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
January 31, 2011

**Regular Meeting**  
Adopted Meeting Minutes

## **Call to Order**

The meeting was called to order at 6:05 p.m.

## **Roll Call**

Present: Hollister, Meyer, Proctor, Smith, Woods, Canja  
Absent: Rasmusson

## **Pledge of Allegiance**

Trustee Smith led the Pledge of Allegiance.

## **Approval of Minutes**

IT WAS MOVED by Trustee Smith and supported by Trustee Hollister that the minutes of the December 13, 2010 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

## **Additions/Deletions to the Agenda**

The following additions were made to the agenda:

- Trustee Proctor added a Letter of Agreement resolving grievance number 04-10, between LCC and Michael Kurak to the Consent Agenda.

## Limited Public Comment Regarding Agenda Items

Cindy Storie: Cindy Storie, President of LCC-MAHE speaking on behalf of the Faculty Association. Board of Trustees and Dr. Knight, the focus of the college as an "Achieving the Dream Institution" is to ensure our students academic success in helping them to reach their life goals. A key to student success is for LCC to have the best professionals in the classroom and providing academic services to maintain the quality of instruction and integrity of the programs. Therefore, LCC must recognize the professional status and contribution of the full and part-time professors, instructional lab faculty, lab techs, counselors and librarians. However, the faculty contract expired August 22, 2010. Faculty is now in the second semester working professionally to serve students without a contract. It is imperative that we get this contract resolved in a meaningful way that will move the institution forward. Thank you.

Charifa Hejase: I am Charifa Hejase, President of the International Club. My main appeal is for the needs of international students. A few years ago LCC cut their budget and removed the LCC International Multicultural Center. We always talks about being domestic at LCC. How is that being domestic when you are ignoring the needs of the international student's? LCC international students bring in more than \$6 million dollars a year to the Lansing community and LCC is still ignoring their needs. Our main appeal is about having a counselor for international students. We need counselors for several reasons. First, we need someone to help us with cultural adjustments because everyone who comes here has to adjust to the culture. We need someone to help us with community resources. We need someone to help us with the American college system because the system is different than what we have in our country. We need someone to help us with communication. English is a second language for us and it is sometimes very hard for us to communicate in English. This is not just about international students. We bring multicultural diversity here and multicultural experiences for other students. I hope you will listen to us and help us to achieve our goals.

## PRESIDENT'S REPORT

### Informational

President Knight gave the following updates:

- Enrollment and Financial Aid Update: Spring semester enrollment increased 2.8% over the same time last year with 21,427 registered students.
- LCC to Host STEM Conference in February: The presidents of four Michigan universities, including MSU and U of M, along with many community college presidents and students will gather at Dart Auditorium on February 3rd to celebrate the achievements and expansion of the leading statewide effort in

developing talent to drive Michigan's economic future. A formal program will take place at 11:00 a.m. followed by a reception and opportunity to view student STEM exhibits. Everyone is invited to attend.

- LCC will Celebrate Black History Month beginning with a kick-off event in Dart Auditorium the evening of February 1st. Black History month will feature a health fair, presentations on health careers, education, energy and technology, a movie festival, hip hop and poetry readings, and soul food luncheons. A grand finale is set for February 24th. Everyone is invited to attend all events.
- Board of Water & Light to Repair Steam Lines: Repair of broken steam lines that run through main campus on Washington Mall are scheduled to begin in April and continue into October. BWL is committed to keeping LCC in business throughout the process with construction at night and on weekends to minimize disruptions. Landscape, sidewalk, and entrances will be restored by BWL.

### **Informational – Course Fees**

Information was submitted to the Board and is part of the official Board meeting materials.

### **Informational – Historically Black College & University Initiative**

Dr. Chase spoke on the Historically Black College and University Initiative and its expansion to other colleges and universities. Dr. Chase stated that LCC will be hosting their first HBCU college night on campus. He further stated that LCC is trying to partner with the United Negro College Fund to look at scholarships for community college students transferring to a HBCU. Brochures and materials were provided to the Board and are on file with the official Board meeting materials.

### **Informational – Faith Based Initiative**

Dr. Chase stated there are 250 faith based organizations and LCC has made contact with all of them. Of those contacted, 10% are now partners with LCC working on the Faith Based Initiative. Detailed information was provided to the Board and is on file with the official Board meeting materials.

Dr. Chase stated that LCC partnered with the Faith Based Association of Churches in the Greater Lansing Area, to co-sponsor the MLK program on Saturday at Union Baptist Church. There were approximately 350 to 400 people in attendance.

The Clergy Forum of Lansing has asked LCC to partner with them on a comprehensive approach on education issues to assist all students in our region to be successful in graduating. The Clergy Forum asked LCC to work with them to sponsor an education

symposium and forum so they can begin to get involved with the community, family and schools in promoting education.

Dr. Chase also addressed the International Students concerns and stated that on behalf of the Board of Trustees and the President he is working on a comprehensive diversity plan for LCC which will be presented at the March meeting. He stated the plan will address a lot of the concerns of LCC International Students. Dr. Chase said there will be series of college wide discussion groups across campus and everyone will have an opportunity to give input. He stated there will also be opportunity to give input electronically.

### **Informational - Monthly Financial Statements**

Lisa Webb-Sharpe presented the following monthly financial statements:

1. Statement & Summary as of December 31, 2010 includes:
  - a. Operating and Capital Budgets
  - b. Operating Detail Budgets
  - c. Statement of Revenue, Expenses and Changes in Net Assets
  - d. Balance Sheet
  - e. Plant Funds Statement of Resources and Allocations
  - f. Capital Projects Monthly Reporting
2. Miscellaneous
  - a. Vendor Payments > \$10,000 for the month ended December 31, 2010
  - b. LCC Card Vendor Payments > \$10,000 for the month of December
3. Short Term Investment Accounts Market Value as of December 31, 2010
4. Cash Contributions for the quarter ended December 31, 2010
5. Board of Trustee Expenditures for the quarter ended December 31, 2010

Trustees Proctor clarified that his expenses were for an MCCA event and not ACCT.

### **Informational – Report to the Board of Purchased Exceeding \$100,000**

Information was submitted to the Board and is part of the official Board meeting materials.

### **Action Items – Consent Agenda**

The following items were presented under the consent agenda:

1. Finance

a. Sole Source

- (1) Oracle Infrastructure Software Support and Maintenance Contract in the amount of \$331,218.60. The recommendation was to award the sole source to SunGard Higher Education.
- (2) Letter of Agreement resolving grievance number 04-10, between LCC and Michael Kurak.

IT WAS MOVED by Trustee Smith and supported by Trustee Proctor that the President's consent agenda be approved.

Roll call vote:

Ayes: Hollister, Meyer, Proctor, Smith, Woods, Canja

Nays: None

Absent: Rasmusson

The motion carried.

## **Chairman, Committee and Board Member Reports**

### **Chairman's Report**

Chairperson Canja made the following announcements:

- She discussed her desire for the Board to go out into the community more to spread information about LCC. Each Trustee was given a meeting schedule of school districts and local units of government with the idea of a Trustee speaking during the public comment portion of the meeting. Chair Canja asked that each Board member select a meeting to attend at least once a month to spread information about LCC.

### **Board Member Reports – Resolution Request**

Trustee Woods stated that Pastor Samuel Duncan, Jr. was elevated to the Office of Bishop in the Church of God in Christ and will be recognized by the National Presiding Bishop of the Church of God in Christ this coming Monday at the Lansing Center. Trustee Woods stated he would like to present Bishop Duncan with a resolution from the college honoring his elevation.

IT WAS MOVED by Trustee Smith and supported by Trustees Woods that the request for a resolution honoring Bishop Samuel Duncan Jr. be approved.

Roll call vote:

Ayes: Hollister, Meyer, Proctor, Smith, Woods, Canja

Nays: None  
Absent: Rasmusson

The motion carried

Trustee Smith stated that an announcement went out from ACCT that Celia Turner, Trustee from Mott Community College, suffered an aneurism and heart attack. She stated that Ms. Turner also serves as the Vice Chair on the ACCT Board. Trustee Smith asked that Ms. Turner be remembered in their prayers.

Trustee Hollister extended condolences to Trustee Larry Meyer who lost his younger brother this past week.

Trustee Smith announced the Black History Month kickoff is Tuesday, February 1st at the Dart Auditorium from 5:30 p.m. – 7:30 p.m. She encouraged everyone to attend.

## **Closed Session**

IT WAS MOVED by Trustee Smith and supported by Trustee Meyer that the Board go into closed session for the purpose of discussing collective bargaining, purchase sale or lease of real property, and pending litigation.

Roll call vote:

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

The motion was carried.

The Board entered into closed session at 6:37 p.m.

The Board returned to open session at 8:40 p.m.

Roll call:

Present: Hollister, Meyer, Proctor, Smith, Woods, Canja  
Absent: Rasmusson

IT WAS MOVED by Trustee Proctor and supported by Trustee Hollister that the Lansing Community College Board of Trustees ratifies and approves the proposed Settlement Agreement and Release with Ella-Kar, LLC, and authorizes the President to execute the Settlement Agreement and Release on behalf of the Board of Trustees, and authorizes the Chief Financial Officer to execute the Settlement Agreement on behalf of Lansing Community College. The President is further authorized to execute such documents as may be required to complete the purchase of the property identified as 659 Eden,

Mason, Michigan from Ella-Kar, LLC, if due diligence is timely completed and satisfactory to Lansing Community College, and any other requirements for the closing are satisfied.

Roll call vote:

Ayes: Hollister, Meyer, Proctor, Smith, Woods, Canja

Nays: None

Absent: Rasmusson

The motion was carried.

## **Public Comment**

There was no public comment.

## **Board Comments**

Trustee Smith thanked the Lookout for their acknowledgment of Maria Byrd, LCC Women's Basketball player, who passed away on December 18, 2010.

## **Adjournment**

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

Ayes: Hollister, Meyer, Proctor, Smith, Woods, Canja

Nays: None

Absent: Rasmusson

The motion carried.

The meeting adjourned at 8:44 p.m.