

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
April 16, 2012

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:10 p.m.

Roll Call

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

Trustee Hollister arrived at 6:25 p.m.

Pledge of Allegiance

Trustee Rasmusson led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED by Trustee Canja and supported by Trustee Smith that the minutes of the March 19, 2012 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

Additions/Deletions to the Agenda

The following additions were made to the agenda:

- Trustee Proctor asked that the Workforce Development update be removed from the agenda.
- Trustee Meyer asked that the Careers Connection update be removed from the agenda.

Limited Public Comment Regarding Agenda Items

Cruz Villarreal: My name is Cruz Villarreal and I am a peer writing assistant with LCC's Writing Center. I would like to read into the record the letter that was sent to President Knight and all of the Trustees. I come to you with the hope of receiving a reply to an inquiry that involves issues of personal responsibility for a disregard of dignity and lack of respect toward four Writing Center Peer Writing Assistants (PWA). The LCC Writing Center has been instrumental in providing students with much needed and appreciated aid at all levels of writing. The center has long been a resource used by instructors for directing students that need that little extra help with a paper, and are always pleased with the result. Unfortunately, many students are turned away due to unavailability of staff to handle the ever-growing demand for PWA assistance. A situation has arisen that will compel a least three extremely competent PWA's to leave after this semester. This will result in an educational hardship for many deserving students who already find it difficult to schedule a much needed appointment. This problem is the consequence of forgoing a long standing practice of reclassification of newly hired PWA's that have been field tested and approved for exposure to a student body that holds high expectation of quality assistance. No one that is familiar with the Writing Center will deny the Competency of assistance that is delivered by Writing Center personnel. In June 2011, myself and three other individuals accepted positions as peer writing assistants for the LCC Writing Center. We took the positions with the expectation of being reclassified to part-time staff, as all previous PWA's have. We performed our duties alongside other properly classified PWA's with the prospect of equal pay for equal work. Prior to returning to our posts this spring, we were informed of a delay in classification. We returned to work with the expectation of resolution to the classification matter. To date this matter has not been resolved, and we perform equal duties with no appropriate classification for proper remuneration. Therefore, three of the affected PWA's will not be assisting in the summer or returning in the fall. The decision not to return is a principled one resulting from the inaction over proper classification, and something we view as a disregard for our dignity, in assuming we would not take issue with such an obvious disparity in the equal treatment of employees. I am a retired insurance professional with a 35 year proven track record of success, having received many professional awards for distinction in my field. I now seek knowledge, so I came to LCC, and was honored to lend my talents to the Writing Center; especially since the center was there to assist my children while they attended LCC. Therefore, I cannot reason out the logic behind the unethical behavior of any who will not own the irrational choice not too reclassify these PWA's. Allowing three extremely competent individuals to leave over the trivial matter of classification is overtly irresponsible. I mention personal responsibility because a straight answer by the responsible party to date has been elusive. Until now, responses have only been conjecture of what is actually transpiring. One is left to wonder if this ethics of avoidance and inequity in classification can be universally applied to the LCC community. Giving an answer that demonstrates how this new policy can offer

consistency in fairness and can be universally applied to this entire institution will give me a peace of mind that will allow me to leave the Writing Center with the same pride I had when joining it. I landscape for a hobby and I am often asked to supply boulders. I then caution the individuals that large immovable objects must be carefully placed, because once the heavy equipment is gone, one is either left with something aesthetically pleasing or an eye sore that one is always laminating and working around. Such is becoming the nature of some of LCC's decisions. The only attributes of large immovable objects it that those that are remaining are large, cold, unfeeling and silently casting a shadow on what was once. Thank you for your time.

Deb Bishop: Thank you for letting me speak tonight. I'm Deb Bishop, a faculty member in social science and humanities and have been a member of this faculty for over 20 years. I have also served on a Board of Education in Perry School District for over 10 years. Therefore, I am familiar with how boards work and I am familiar with procedures. I attended the last board meeting when a letter of no confidence was presented. Frankly, I was very disappointed by the lack of response by the Board in what appeared to be a very clear intent to shut down any discussion concerning that letter of no confidence. I found that the Board was very heavy-handed and ethically questionable by not allowing Sally Pierce to respond after her email was read into the minutes. I found it unethical, particularly because that email was not addressed or forwarded to the Board by her. I was astounded by the presumption the Board made in tying that letter of no confidence into contract negotiations. They are clearly separate issues. Finally, I was dismayed when I read an article in the student newspaper that Trustee Hollister was quoted as saying "he heard a lot of people urging the contract to be settled." I did hear that, but I also heard much more. I heard a faculty that feels unheard, unappreciated, and alienated. Quite frankly, I think what happened at the last Board meeting only fueled those fires and provided more reasons for the faculty to continue to feel this way.

PRESIDENT'S REPORT

Informational

President Knight gave the following updates:

- Commencement Keynote: The Honorable Eric "Rick" Shinseki, 7th United States Secretary of Veterans Affairs, will provide the keynote address to our graduates. Commencement is Friday, May 18, 7 pm at MSU's Jack Breslin Student Events Center. Secretary Shinseki is a retired four-star U.S. Army General. His final U.S. Army post was as the 34th: (1999-2003). He was nominated by President Barack Obama to serve as Secretary of Veterans Affairs and has been serving since January 2009.

- Strategic Planning Community Forums Update: As a part of the AQIP accreditation and strategic planning process, the college has been listening to community members and stakeholders through a series of community forums. Facilitators solicited input about the best way to serve the community and to identify challenges the college might face in the future. Ten forums were scheduled in March; 99 community members attended, as well as members of the Board of Trustees, the Executive Leadership Team, faculty and staff. In order to reach a broad constituency, forums were held at Main Campus, the University Center, West Campus, East Campus, the Foster Community Center, Eaton Rapids Public Schools, the Clinton County Center, and the Livingston Center. Student forums are being held on Main Campus, the University Center and several other Learning Centers. Faculty and staff have also participated in a structured dialogue about the strategic challenges of the institution.
- Student Entrepreneurs: Kassondra Fox and Annie Lenneman, students in the Art, Design and Multimedia Program, were featured in the Lansing State Journal (March 21) as co-founders of a new business Tie Dye Ink.
- LCC Work First/JET Program: LCC's Jobs, Education and Training (JET) program is a grant funded workforce development program serving welfare recipients from the immediate downtown Lansing area. The goal of LCC JET is to assist those with barriers to employment in achieving self-sufficiency and success. This year JET served 301 students.
- Plus 50/Encore Jobs Connection Workshop: This workshop offered topics that provided participants with information on how the job market has changed over the past few years, tips on building a solid resume, valuable job search tools geared towards the older returning student, and current labor market information to help their transition into an educational setting or into work.
- March Speakers Bureau: The Extended Learning & Professional Studies Division held its 3rd Speakers Bureau focused on business issues. Five MSU Humphrey Fellows from various countries discussed world economic development issues related to both the U.S. and their home countries.
- Dart Foundation Grant: LCC's Foundation received a Dart Foundation grant to assist financially needy students taking science and education courses being taught during the Gifted and Talented Education Program (GATE), part of the Community Education Department. GATE is an enrichment program that offers classes in the arts, science and technology to students in grades 2-8 who have potential in the visual or performing arts, science, and technology or those students who have demonstrated outstanding academic ability in a particular subject area.

- Achieving the Dream: The college's "Achieving the Dream" (ATD) coaches, Dr. Byron McClenney and Mike Flores, were on campus last week as part of their annual visit for this student success program. They met with faculty and staff to review the status of our ATD work and accomplishments. They were pleased with the college's progress.
- Faculty Appreciation Day: LCC's annual "Faculty Appreciation Day", sponsored by the Academic Affairs Division and the Center for Teaching Excellence (CTE), will be held on April 19, 11 am - 6 pm in the Technology Learning Center, room 326. This year's event will recognize LCC faculty who have published works and will also feature LCC/CTE Learning Scholars and retirees.

Trustee Proctor stated that the college did not announce General Shinseki's comments during his closing remarks for the ACCT Legislative Summit last month. He stated in his remarks, General Shinseki's noted the accomplishments of LCC in its Paramedic to RN program and cited LCC as one of only two colleges in the country with this program during the course of his speech to the delegates at the summit.

Informational – Robotics Team Presentation

The Early College Director Kristine Grunwald presented the LCC Robotics Team, Star-TREC. The team provided a brief demonstration of the robot.

- The Star-TREC team is composed of 12 students from LCC's Early College program and Holt High School. The team invested numerous hours in constructing their robot to enter in the Robotics Competition.
- In their very first competition, the team came in first place at the Kettering University competition as part of a winning alliance with other more experienced teams. This earned them the Rookie Inspiration Award and a first place banner.
- The Star-TREC team is the first rookie team invited to compete in the National competition in St. Louis, MO, April 25 – 28. They will have the opportunity to compete for \$15 million in scholarships.

IT WAS MOVED by Trustee Canja and supported by Trustee Smith that the sum of \$8,000 to provide support to the Star-TREC team's trip to St. Louis be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Informational – Student Leadership Academy Presentation

Kyle Finn and Colleen Hoch of the Student Leadership Academy provided a PowerPoint presentation. This presentation is on file with the official Board meeting materials.

Informational - Monthly Financial Statements

Lisa Webb Sharpe presented the Monthly Financial Statements, which are on file with the official Board meeting materials.

Trustee Canja stated that she is going to meet with Lisa to go over her questions.

Informational – Monthly Student Success

Dr. Stephanie Shanblatt presented the Monthly Student Success report, which is on file with the official Board meeting materials.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

1. Capital Project Budget
 - a. Facilities Improvements and Renovation for Mackinaw Building, West Campus and Mason Jewett Airport.
2. Early Learning Children’s Community Fees
3. Lease Agreement between Lansing Community College and Eaton Intermediate School District
4. Lease Agreement between Lansing Community College and Howell Public Schools

The following items were removed from the consent agenda:

- Trustee Proctor asked that the Early Learning Children’s Community Fees be removed from the consent agenda.
- Trustee Canja asked that Capital Project Budget be removed from the consent agenda.

IT WAS MOVED by Trustee Meyer and supported by Trustee Smith that the President’s consent agenda, removing the Early Children’s Community Fees and the Capital Project Budget, be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Action Item – Capital Project Budget/Facilities Improvements and Renovation for Mackinaw Building, West Campus and Mason Jewett Airport.

Trustee Canja asked for the breakdown of the project totaling \$5.2 million.

Chris Strugar-Fritsch answered \$1.4 million for the Mackinaw Building, \$1.76 million for West Campus and \$2 million for Mason Jewett Airport.

Trustee Canja asked if the money to fund these projects was coming out of the amount approved to fund the A&S match. She stated that she asks the question because there are many other things the college could spend that money on, but there has been no discussion on it. She further stated that because the money was previously being used for the A&S match and is now being used for something else, considerations for the use of these funds should have come before the Board. Trustee Canja stated there should be a discussion on what money the college has, where it is going and what other projects the college is giving up by funding this project. She stated that there are a lot of one-time expenses the college could also fund.

Dr. Knight stated they plan to recommend a bond issue and keep principal and interest payments the same going forward.

Trustee Canja stated that at the last meeting she asked if the college was going to issue a bond for the A&S match and was told it was prudent to put that money aside and save. She stated she is only bringing this up because there are a number of capital project expenditures for other types of initiatives, that are not on-going operational expenditures, that are not being discussed.

Dr. Knight stated that he is not familiar with any capital projects that would be unfunded. He stated that these items are coming before the Board because the schedule for completion, of the Mackinaw Building, West Campus, and Mason Jewett, is driven by the need to get ready for classes. He further stated that the money would not be taken away from anything and would be part of the college's capital project.

Trustee Canja stated that the money came from a tuition increase, layoffs and budget cuts. She stated that because of this she wants to make sure that what the college spends is fully in line with the college's priorities. She further stated she is not saying these projects aren't worthy, but when there is discussion about a tuition increase and budget cuts, she wants to make sure there is a balance between what is desired and what the college must have. Trustee Canja stated that items come before the Board piecemeal and the Board approves them and before you know it the money is used up.

Lisa Webb Sharpe stated the Board was a supporter of the Early College and part of the money is to expand the college's ability to have more students in the Early College. She also stated that part of the money is to move the college's CIT program and expand it out at the West Campus as well as expand the college's HVAC program. She further stated that the Board spent money to purchase the Mason Airport hanger and part of these funds are to make that program viable and to have it grow. Lisa Webb Sharpe stated the goal for the projects being forwarded is to get them in place so that students can start them in the fall. She stated the Administration asked the Board to set aside money for capital projects and that A&S and Gannon were used as examples, but weren't the only projects that the Administration was asking the Board to set aside. She further stated that the Capital Outlay committee has not met and the college does not have its construction authorization yet for Arts and Sciences. She stated that rather than hold money and wait until the legislators act, LCC has projects that need to get going now in order to have spaces renovated for fall classes. She further stated that what is being forwarded for approval is consistent with prior actions the Board has taken by purchasing the Mason hanger and creating the Early College.

Trustee Canja went on record as saying that she supports the Early College and its expansion but might not vote in favor of the proposal.

IT WAS MOVED by Trustee Woods and supported by Trustee Rasmusson that the Capital Project Budget for Facilities Improvements Renovation for the Mackinaw Building, West Campus and Mason Jewett Airport be approved.

Roll call vote:

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

Nays: Canja

Absent: None

The motion carried.

Action Item – Early Learning Children's Community Fees

IT WAS MOVED by Woods and supported by Trustee Hollister that the Early Learning Children's Community Fees be approved.

Roll call vote:

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

Nays: None

Absent: None

Trustee Proctor abstained from voting.

The motion carried.

Chairman, Committee and Board Member Reports

Committee Reports – Audit Committee

Trustee Proctor gave the following Audit Committee Update:

- The committee reviewed the informational report on sole sources and no-bid justifications.

Committee Reports – Foundation Board

Trustee Smith gave the following Foundation Board Update:

- There will be a reception for LCC 2012 Distinguished Alumni, Michael Gannon, May 18, 2:30 – 4:00 p.m.
- A newsletter goes out to 425 scholarship recipients. The foundation had over 850 applicants. There is a great need for dollars to be generated for student scholarships.
- LCC alumni association has launched the family fun time.
- E-Newsletters are sent each month to alumni and donors that help to build strong communication with friends, alumni, and donors.
- The Foundation is working on a major effort to market, gain wider exposure and awareness of what the Foundation does and its growing need for support to student scholarships.
- Alumni Day at the Zoo is Sunday, July 1, and is being sponsored by LAFCU.

Closed Session

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

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

The Board entered into closed session at 7:45 p.m.

The Board returned to open session at 9:07 p.m.

Roll call:

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

Absent: None

Public Comment

There was no public comment.

Adjournment

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

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

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 9:09 p.m.