

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 21, 2012

Regular Meeting
Adopted Meeting Minutes

Call to Order

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

Roll Call

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

Trustee Smith left at 6:49 p.m.
Trustee Meyer arrived at 8:07 p.m.

Pledge of Allegiance

Trustee Canja led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED by Trustee Smith and supported by Trustee Rasmusson that the minutes of the April 5, 2012 Special Board of Trustees meeting and the April 16, 2012 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

Additions/Deletions to the Agenda

The following additions were made to the agenda:

- Presentation by Representative Joan Bauer
- Resolution Honoring Judi K. Berry
- Update from Cindy Storie, President of LCC-MAHE Faculty Association

- PA 152 Health Care Premium Election for Non-Union Employees added to the Consent Agenda (under item 1. e).

Presentations

Presentation Honoring Chris Strugar-Fritsch and Tim Martz

Representative Joan Bauer stated one day while riding around campus she gave Dr. Knight a call to tell him how nice the LCC campus looked. She stated that she drove down Genesee and thought it looked spectacular. She further stated that being on the appropriations committee; she is very cognizant of the importance of spending money for student and instructions. Rep. Bauer stated when a campus looks this good, it says to students, families and Lansing that LCC cares and that it is a wonderful message. She said if you care that much about how something looks esthetically, it also states how details are being taken care of in other places. She further stated that even though our number one job is taking care of education and students, how the campus looks is fantastic and is very proud every time she sees it.

Representative Bauer presented the following plaques to Chris Strugar-Fritsch and Tim Martz:

Awarded for Outstanding Dedication to enhancing campus landscape at Lansing Community College.

Resolution Honoring Judi K. Berry

Trustee Woods stated that Judi Berry was not able to attend tonight's meeting.

The following resolution was read into the record:

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

WHEREAS, Judith K. Berry has a long and distinguished career in education within the state of Michigan, having served as president of EduTech, LLC, academic dean at Davenport University, K-12 teacher for Detroit Public Schools, and as a visiting professor in the Colleges of Education for Eastern Michigan University, Central Michigan University, and Northern Michigan University; and

WHEREAS, she then served as state supervisor for business education at the Michigan Department of Education for 16 years where she provided technical assistance to K-12 and a post-secondary teacher preparation program related to monitoring, curriculum restructuring, teacher certification, school renovation, funding, equipment planning, technology training, assessment and accountability; and

WHEREAS, she brought her talents to Lansing Community College, serving as Dean of the Business, Media, and Information Technologies Division, where she directed curriculum and instructional activities, determined equipment, and facility needs, and facilitated marketing activities, among other things; and

WHEREAS, she was promoted to Associate Vice President for Strategic Initiatives in the Office of the Provost, where she led the development and operations of college readiness partnerships with 15 secondary school districts spanning the college's service area including efforts to attain funding, plan and control budgets for the Strategic Initiatives Division comprising K-12 relations, The Early College, Tech Prep, HOPE and Promise Scholars, and High School Diploma Completion Program; and

WHEREAS, she also served her community as Vice President of Public Relations for the National Council on Black American Affairs, member of the Ingham County Superintendent Roundtable, member of the Board of Directors for the Black Child and Family Institute of Lansing, president of the North Central Region of NCBA, and most recently as a gubernatorial appointee to the Educational Achievement Authority Board for Michigan's Educational Achievement System, a statewide school district which will manage approximately 200 underperforming K-12 schools over the next five years; and

WHEREAS, she was recently appointed to a new position as Assistant Chancellor of Instructional Support and Educational Accountability for Michigan's Educational Achievement Program, where she will provide the technical and instructional support needed by the 200 underperforming Michigan schools to help support the individualized learning needs of all children to help develop their full potential; and

WHEREAS, throughout her long career, she has enhanced the lives of thousands of students, including those at Lansing Community College; and

WHEREAS, her work continues for the benefit of K-12 students, their families and the future of the State of Michigan through her important new role in a unique program to improve teaching and learning throughout the state; so

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, in recognition of her service, her dedication, and her sincere commitment to Lansing Community College, on behalf of students, faculty, staff and a grateful community, recognize and congratulate Judith K. Berry as she transitions to a new role in building a better future for all.

AND BE IT THUS RECORDED THIS 21st day of May, 2012.

Update from LCC-MAHE Faculty Association

The following statement was made by Cindy Storie, President of LCC-MAHE Faculty Association:

After twenty-three months in negotiations, I am happy to say that we have reached the finish line. LCC-MAHE and College teams worked tirelessly to reach a fair and equitable

agreement in light of the data, a down-turned economy, and a hostile political landscape. Are the faculty 100% happy? No. Is the College 100% happy? No. However, after two years of 0% increases in pay, no security of work, and external erosion of our rights by the legislature, this Agreement goes a long way at maintaining current faculty members pay and security of employment, while helping to insulate the faculty and the College from additional legislative changes. As shared with the LCC-MAHE membership early on in negotiations, the LCC-MAHE Negotiations Team would be looking at the membership survey, along with comparable data of community colleges in Michigan to support our compensation and workload in negotiations for each classification. LCC-MAHE's worked with the College and our Bargaining Council to research data on the various positions represented under our contract. Our MEA put out a FOIA request to LCC's comparable tier of community colleges in Michigan. The College collected Human Resources data from comparable tier of Michigan community colleges. There were also the actual contracts from the comparable Michigan community colleges. Please look at the whole scope of what this contract covers. The Teams invested a great deal of thought and care in reviewing what the College and faculty do, and what we can do better to more effectively serve the needs of our students and our community, and the new agreement is a vehicle for moving LCC forward in our rapidly changing environment. LCC-MAHE believes the new agreement reflects the value LCC places on its faculty and their commitment to academic excellence and professional development. LCC-MAHE is encouraged that the new agreement requires faculty participation in governance to develop fiscally responsible plans and support stewardship that promotes excellence in education and supports student success. LCC-MAHE supports the new agreement, which strengthens our commitment to our students by improving the College's ability to respond quickly and effectively to social and economic change and by creating flexibility that can help keep the cost of LCC competitive in the state. I want to extend sincere gratitude, from myself and the Negotiations Team, for everyone's encouragement, patience, and support! The faculty are undoubtedly a driving force in achieving LCC's Mission. This new agreement focuses on academic excellence, supports our ability to provide learning and enrichment opportunities to improve the quality of life and standard of living for our students and our community, while valuing the faculty. LCC-MAHE's membership voted "Yes" by a margin of 79% to ratify the new agreement. A recommendation for the LCC Board of Trustees to vote "Yes" in ratification of the LCC-MAHE 2012 - 2016 Agreement.

Cindy recognized key members of the MAHE negotiation team, MEA Uniserv Directors, and members of the College negotiations team.

President Knight thanked Ms. Storie on behalf of the college.

IT WAS MOVED by Trustee Canja and supported by Trustee Smith that LCC MAHE Collective Bargaining Agreement be approved.

Roll call vote:

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

Nays: None

Absent: Meyer

The motion carried.

Trustee Smith stated for the record that she would be leaving early to attend graduation program for her daughter.

Limited Public Comment Regarding Agenda Items

Star TREC Team Member: The students and mentors of the Star TREC Team wish to convey their sincere appreciation of the support you showed during the 2012 first season. In particular, we extend our thanks to the most generous sponsorship of \$8,000. You gave us the ability to compete in the first World Championship in St. Louis. We also appreciate the use of the LCC bus that not only made the trip comfortable, but also enhanced our reputation and earned us the respect of several teams from the moment we arrived at the doors of the stadium. The experience of competing at the World Championship was extremely beneficial. While we were very disappointed to find our team allied with inexperienced teams, some of whom had not played in any competition before the Championships, we recognize that this was another life lesson because we have to learn to play the hand we are dealt. We tried to turn the negative into a positive experience by helping and teaching the other teams in terms of strategy and competition. We found it very valuable to interact with teams from across the US and teams from all over the world. In fact, because our pit was located between teams from Israel and Mexico, and a French-Canadian team was just across the aisle, we had some interesting conversations with their team members. Overall, we concentrated on playing our usual strong defensive game and balancing the robot which we achieved in every game. Our performance was so good in the regard that we were under consideration for the finals by the top four teams in our Division. Although we were not selected by any of them, we felt very good about our performance overall. Out of the 400 teams that arrived at the World Championship, we made it in the top 100. During the competition, a reporter, who interviewed our team at length, submitted his report along with an informational video on Star-TREC, to the Popular Mechanics web site. We are honored to be one of only 10 teams featured on this internationally recognized site. We are also proud that after she heard our story, the Vice-President of Marketing for the Autodesk Company visited our team and offered us significant financial support for the coming season. As a Michigianian, she was very pleased that at last, not only has Lansing entered an FRC team, but also one that has had entered the competition with an impressive robot and an outstanding rookie year. While we did not return to Lansing with any trophies, we know how much we learned from the trip and from interacting with 400 other teams from around the world. We are full of ideas and enthusiasm for next season, which has already begun for us. We are

grateful for the help and support of the LCC Foundation and Marketing departments as we look into seeking more sponsorships and donations to Star-TREC. We now have our robot back in Lansing, and extend an invitation to all of you, as well as faculty, to attend our Open House in the next week or so. Come and experience for yourselves what it is like to be a TRECCIE.

Thank you.

Closed Session

IT WAS MOVED by Trustee Canja and supported by Trustee Smith that the Board go into closed session for the purpose of discussing the purchase sale or lease of real property.

Roll call vote:

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

Nays: None

Absent: Meyer

The motion carried.

The Board entered into closed session at 6:18 p.m.

The Board returned to open session at 6:49 p.m.

Roll call:

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

Absent: Meyer

IT WAS MOVED by Trustee Canja and supported by Trustee Hollister that President Knight, or his designee, is authorized and directed to conclude the purchase described in the executed Buy and Sell Agreement dated May 18, 2012, as the basis for purchasing Parking Lot #2 as more fully described in the Buy and Sell Agreement be approved.

Roll call vote:

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

Nays: None

Absent: Meyer

The motion carried.

PRESIDENT'S REPORT

Informational – Start Here, Get There – Transfer Update

Dean Evan Montague presented a PowerPoint presentation that is on file with the official board meeting materials.

Limited Public Comment Regarding Agenda Items

Karen Connelly: My name is Karen Connelly. I worked at LCC food services department and was a dedicated employee for 37 years. There was a time when our community college actually treated their employees like a community. I've watched the food service department change between different vendors at that college. Employees that worked in the food service department remained employed, if they did not quit or retire. The college was committed to its employees in an agreement. When Aramark first became a vendor for the LCC Food Service Department approximately 10 years ago, a handful of LCC's food service workers remained. We worked alongside the workers Aramark brought in. We remained LCC employees. We received a check from the college. Only by attrition could Aramark fill positions with their employees. When positions were posted, we were able to apply and Aramark employees could apply. Again, during this time, our community college treated their employees like a community. Over the years, my LCC food service coworkers either retired or left the college. This left just Mary and me. We trusted the college, remained independent workers, and did the jobs no one else did or wanted to do. In March, a RFP was sent out that included maintaining us until our retirement dates of 2016 and 2018 for Mary. I need to stress that our names, Karen Connelly and Mary Collins, salary and benefits cost were listed in the RFP. The college accepted Aramark's bid. Exhibit C of the contract dated March 17, 2010, between the college and Aramark, stated Aramark and clients agree to follow the changes from the RFP. Our employment was not one of the changes listed. We were not excluded. The college continued to pay us and Aramark would pay the college. We continued to work alongside Aramark employees. Around March 2012, we started hearing rumors and job posting were going up with our job duties. These positions specifically excluded us from applying. No one even came to us. We tried to dismiss this because we knew about the agreement and how our food service colleagues were allowed to leave with dignity. Thank you.

Mary Collins: My name is Mary Collins. I worked in LCC food service department and was a dedicated employee for 26 years. We had no reason to think that our good deeds would be done in vain and we would later be treated this way. We gave to this college what it did not give to us and that is respect. On May 8, 2012, after completing a large catering job, we were called to the ADM building. I was called first. I contacted my union representative and headed over there. I was greeted with the words "nice to meet you"....and the words that followed were "you will be laid off and should return all LCC property and vacate the premises effective immediately." Karen's meeting was no

different. I felt so humiliated and disrespected. I returned to my worksite and there stood Cindy Rooker with a box. I told her I didn't need a box and I asked her if she wanted to check my purse too. For the first time I felt like I was being terminated for something wrong, and I know that we have done nothing but good in the food service department. We gave up weekends, early mornings, and evenings. We clean oven and stoves; all the jobs that others did not want to do. We did it because we cared and had a sense of pride for the department and college. I was given keys to access doors for catering events because we would arrive early. My supervisor couldn't or didn't want to be here that early. All I can say to the college is shame on you. When I look around, I no longer see anyone with a sense of community. I see that you have hired people from other places that may be here for a moment, but have destroyed the lives of people who have been here almost a lifetime. If Aramark, a for profit organization, requested this, you should be ashamed. If someone from the college decided to do this, you should feel ashamed as well. Why not fight for our community. Why not fight for us. I am asking the Board to investigate this further to make sure your Administration keeps its promises. We have always kept ours. We would like our jobs back. Thank you.

PRESIDENT'S REPORT

Informational

President Knight gave the following updates:

Students Earning Credentials Increase: Students earning credentials each spring has been increasing annually for the last several years. We are pleased with the results of our efforts to assist students to completion. This year more than 1800 students have earned an associate degree, certificate of achievement or certificate of completion, an increase of nearly 10% over last year.

LCC Commencement: LCC's Commencement was Friday, May 18, 2012 at Michigan State University. 420 students walked across the stage. It was a proud celebration for Lansing Community College. At the end of the evening General Shinseki gave Ms. Beckie Beard a Challenge Coin, which can only be given by a General.

LCC Earns Award from GFOA: The Government Financial Officers Association of the U.S. and Canada (GFOA) has awarded its Certificate of Achievement for Excellence in Financial Reporting to CFO Catherine Fisher and the Financial Services Division of LCC for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Early College Success Indicators: The Early College reports some exceptional achievements by students enrolled in the inaugural class of the Early College. Twelve Early College junior students achieved a combined composite score of 27.8 on the ACT test administered in March. This is well above the national average score of 21.1.

Candidate Romney Comes to Campus: On May 8, Republican Presidential Candidate Mitt Romney spoke to a standing room only crowd at Dart Auditorium. The campaign stop, which attracted media attention from all over the U.S., included a 22-minute speech by the candidate outlining his ideas for the U.S. should he win the Presidency. The Mitt Romney for President Campaign rented Dart and space in the Herrmann Conference Center.

Senator Stabenow Holds News Conference on West Campus: On May 3, Senator Stabenow held a news conference at West Campus to unveil her new "Bring Jobs Home Act" which provides tax cuts for companies that move jobs back to the U.S. The Senator, as well as Technical Careers Dean George Berghorn, student Troy Johnson, and Doug Stites from Capital Area Michigan Works!, all spoke of the importance of technical career training and keeping jobs in Michigan.

Informational – Budget Projections

Don Wilske presented a powerpoint presentation which is on file with the official Board meeting materials.

Informational - Monthly Financial Statements

The Monthly Financial Statements were presented in the Board meeting materials for information.

Informational – Monthly Student Success Report

The Monthly Student Success Report was presented in the Board meeting materials for information.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

1. Finance
 - a. Invitation for Bids
 - (1) Downtown Campus New Addition to Surface Parking Lot A in the amount of \$103,900. The recommendation was to award the bid to Laux Construction LLC.
 - b. Request for Proposals

- (1) Assessment of the Student Services Division in the amount of \$107,500. The recommendation was to award the RFP to AACRAO Consulting.
 - (2) Course Management Syllabus Management System in the amount totaling \$209,120. The recommendation was to award the RFP to Intellidemia.
- c. Sole Source
 - (1) Consumers Energy Training Program
 - d. Change Order Transmittal
 - (1) Consumer Energy
 - (2) Mika, Meyer, Beckett & Jones (MMB&J)
 - e. PA 152 Health Care Premium Election for Non-Union Employees

IT WAS MOVED by Trustee Canja and supported by Trustee Rasmusson that the President's consent agenda items be approved.

Roll call vote:

Ayes: Canja, Hollister, Proctor, Rasmusson, Woods

Nays: None

Absent: Meyer, Smith

The motion carried.

Chairman, Committee and Board Member Reports

Committee Reports – Foundation Board Update

Dan McKean gave the following Foundation Board Update:

- Gift from the estate of Richard Sellers: The estate of Richard A. Sellers has resulted in a cash gift to the LCC Foundation in the amount of \$100,000. In addition to this gift, the Foundation will be the recipient of one-third of a trust that was established, and would be distributed at the time of death of the last trustee. The estate is valued at approximately \$2.5 million and should remain intact until distribution. The funds will be used to establish the Richard A. Sellers (Endowed) Scholarship. Mr. Sellers is a graduate of Lansing's Eastern High School. He did not attend Lansing Community College. After receiving a degree in Finance and Accounting, Mr. Sellers began a career in banking and retired from Comerica Bank as Vice President of Commercial Lending. Mr. Sellers felt strongly that education was the solution to many of the problems that society faced and because he made his money in Lansing, he wanted to leave it in Lansing.

The Foundation is always happy to talk to anyone considering making a planned gift, so let's all keep this in mind for ourselves, as well as individuals that we might come into contact with. LCC has made a life-changing impact for so many people in the Lansing area. These individuals can help to establish a perpetual gift that will make the same positive impact on students for generations to come.

Trustee Proctor stated that he was going to make a commitment to support the LCC Foundation and encouraged his colleagues to do the same.

- Philanthropic Workshop for College Leadership: The LCC Board of Trustees, the Foundation Board of Directors and college leadership have received an invitation to attend a Philanthropic Workshop for College Leadership, to be held on Tuesday, June 26. The Foundation is grateful for the support of Dr. Knight for this rare and valuable opportunity for LCC leadership to attend a powerful learning experience that will help participants increase their understanding of the critical role they play in building a culture of philanthropy. I am encouraging my fellow Board Members to make arrangements to attend this workshop.
- Foundation Board of Directors: The next meeting of the LCC Foundation Board of Directors is scheduled for Thursday, June 7, 2012 at 7:30 am in the boardroom. This is an important meeting as new Foundation leadership will be elected and new board members will be nominated. We are grateful for the leadership of Patricia Ouellette, who has served as chair of the LCC Foundation Board of Directors and is finishing her third, and last, year as a member of the Board.
- LCC Alumni Association Day at the Zoo: The LCC Alumni Association Day at the Zoo is being held on Sunday, July 1, from noon to 4 pm at the Potter Park Zoo. This event that draws over 800 attendees each year is being generously sponsored this year by the Lansing Automaker's Credit Union (LAFUCU)

Committee Reports – Audit Committee

Trustee Proctor gave the following Audit Committee Update:

- Approval of the following Change Orders
 - Consumers Energy
 - Mika Meyers Beckett & Jones

Trustee Proctor met with representatives of Rehmann Robson regarding LCC's upcoming external audit. The auditing firm put together a timeline of the Audit. There will presentation of the process at the June 4, 2012 Audit Committee meeting.

Committee Reports – Workforce Development Board Update

Trustee Proctor gave the following Workforce Development Board Update:

- LCC was awarded by the Workforce Development Board \$217,000 to deliver training and support participants who are enrolled in Computer Numerical Control.

Board Comments

Trustee Ramusson thanked those responsible for displaying the work being done in Photography and Performing Arts and stated it was very impressive.

Trustee Canja asked if someone was going to give an update on the Reclaiming the American Dream material that was given to the Board.

President Knight responded that he asked that copies be provided to the Board members and ELT because he thinks it is important to know what the contents of the document are. He stated that what is in the material makes sense and is consistent with LCC's thoughts, practices, and intent. He further stated that he has been appointed to the Next Commission, which will focus on implementation of this document.

Trustee Canja asked for an update on the open office or flexible office plans in A&S.

President Knight stated that a vendor has been selected.

Closed Session

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

Roll call vote:

Ayes: Canja, Hollister, Proctor, Rasmusson, Woods

Nays: None

Absent: Meyer, Smith

The motion carried.

The Board entered into closed session at 7:48 p.m.

The Board returned to open session at 10:35 p.m.

Roll call:

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

Absent: Smith

IT WAS MOVED by Trustee Proctor and supported by Trustee Hollister to authorize the President to enter into individual contracts with Senior Vice Presidents and the Executive Leadership Team members in accordance with the form reviewed by the Audit Committee. It is further resolved that the restated and amended employment agreement with the President, which contains no salary increase, clarifies certain issues, and provides for the President to take up residence in Herrmann House in the near future be approved.

Roll call vote:

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

Nays: None

Absent: Smith

The motion carried.

Trustee Meyer stated for the record that he was in favor of approving the MAHE Collective Bargaining Agreement.

Public Comment

There was no public comment.

Adjournment

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

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

Nays: None

Absent: Smith

The motion carried.

The meeting adjourned at 10:37 p.m.