

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
December 17, 2012

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:17 p.m.

Roll Call

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

Pledge of Allegiance

Trustee Rasmusson led the Pledge of Allegiance.

Approval of Minutes

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

Roll call vote:

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

The motion carried.

Additions/Deletions to the Agenda

The following additions and deletions were made to the agenda:

- Trustee Proctor asked that Workforce Development Update be removed from the agenda.
- Lisa Webb Sharpe asked that a presentation of the FY 2012-13 Budget Amendment #1 and update on AQIP Project Strategic Challenge be added to the agenda under Information.
- Trustee Canja asked that the FY 2012-13 Budget Amendment #1 be removed from the consent agenda for discussion.
- Chair Meyer added LCC-MAHE President Cindy Storie to the agenda.

Resolution Presentation

The following resolution was presented to Trustee Thomas Rasmusson:

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

WHEREAS, *Thomas Rasmusson was elected to the Lansing Community College Board of Trustees in 1999 and re-elected in 2005, serving the college and community for over 13 years; and*

WHEREAS, *his role as Trustee was informed by an extraordinary career as an attorney in private practice, advising clients on business, forensic accounting and litigation matters, and as a former Assistant Prosecutor and Special Prosecutor as well as a Director of a U.S. State Department project in West Africa and consultant to the U. S. Agency for International Development ; and*

WHEREAS, *he is also an educator, serving as an Adjunct Professor in International and Foreign Relations Law at the Thomas M. Cooley Law School; and*

WHEREAS, *he earned a Bachelor's Degree at Michigan State University and a Juris Doctorate at the University of Michigan, furthered his education in graduate work at Tufts University Fletcher School of Law and Diplomacy, and was a Fulbright Scholar in Liberia where he assisted the government in the codification of laws; and*

WHEREAS, *over the course of his more than 13 years of service to Lansing Community College he has shown an unwavering commitment to improving student success and encouraging the college to follow a path of integrity in its business practices; and*

WHEREAS, *he served as Audit Committee Chair, Finance Committee Chair, and as a member of the Honors Committee, championing, among other things, childcare for students to help them focus on their academic goals which led to the opening of The Early Learning Children's Community; and*

WHEREAS, *he also envisioned "The Heart of Student Success" grant program, which supports and encourages applied research and creative approaches that promote student/faculty engagement and success; and*

WHEREAS, *his personal and professional interest in the study of ethics led him to work with college staff in launching an annual Ethics Day event, and serving on its first panel discussion, as well as developing language for LCC's Ethics Policy, which was adopted by the Board in June 2007; and*

WHEREAS, *his fellow Trustees and the employees and students of Lansing Community College have, for more than a decade, relied on his thoughtful and visionary leadership and consider him a true public servant; so*

NOW, THEREFORE, BE IT RESOLVED *that the Board of Trustees, in recognition of his service, his dedication, and his sincere commitment to Lansing Community College, on*

behalf of students, faculty, staff and a grateful community, recognize and thank Trustee Thomas Rasmusson for his extraordinary service.

The Board and Dr. Knight thanked Trustee Rasmusson for his dedication and service to the Board.

Limited Public Comment Regarding Agenda Items

Lawrence Hidalgo: Mr. Hidalgo addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. He asked the Board to delay their decision and consider what is best for the students.

Sue Colegrove: Sue Colegrove stated she is a mother of a student with a disability attending LCC. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked that the Board reconsider and put the focus back on the students.

Catherine Griffin: Christine Deland read a letter from Catherine Griffin, Professor of Math and Computer Science. The letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked that the Board reconsider and keep its current in-house professional licensed Counselors.

Mary Cavolo-Kardell: Sally Pierce read a letter from Mary Kardell, Adjunct Faculty for the Center for Transitional Learning. The letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the board to reconsider making a detrimental decision regarding the fate of the Counseling Department at LCC.

Sally Pierce: Sally Pierce, Faculty member in the Center for Transitional Learning and the English Department. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the Board to remove the FY 2012-13 Budget Amendment #1 from the consent agenda and remove the sections of the amendment that reference outsourcing counseling services.

Jeannine Saylor: Jack Rotman read a letter from Jeannine Saylor, Front Counter Supervisor in Support Services. The letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked that before a decision is made, a statistician be brought in to determine the actual number of students reached by the current six LCC Counselors.

Ed Bryant: Mr. Bryant addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. He asked that the Board keep the current Counselors and reconsider its decisions.

Gilbert Hill: Mr. Hill addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. He expressed the need for using correct data and that it would be nice if the college took advantage of the information gathered by AACRAO.

Pam Davis: Pam Davis, LCC Counselor. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the Board to reconsider the data presented to them. She asked them to consider the wide scope of value the Counselors bring to the college and to explore appropriate ways to document the value instead of considering the narrow focus that was presented to them.

Tracy Price: Arthur Wormill read a letter from Tracy Price, Center for Teaching (CTE) Excellence Director. The letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that Counselors play a vital role in the lives of the students and in the development of faculty and staff at LCC. She also stated that through (CTE) valuable workshops have been developed and facilitated by the LCC Counselors.

Jon Liebold: Jon read a letter from Mark Bain, Diane Lettleton, Kayoko Nettleton, Stacey Porritt and Erin Rooney who serve as teachers at Haslett High School. Their letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. They asked that the Board consider the needs of transitioning students who require access to LCC programs as the Board looks at restructuring the Counseling Center at Lansing Community College.

Craig Prether: Craig Prether, LCC Counselor. He addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. He provided the Board with a document of his typical number of counseling appointments prior to the first layoff notices in June 2009. Mr. Prether stated that he was retiring, but asked the Board to reconsider their decision.

Monica Del Castillo: Monica Del Castillo, LCC Counselor. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated the Administration's re-assignment of agreed upon counseling duties to the Advising Center and Career and Employment Services, could cause great liability to the college. She stated that every student should have the opportunity to achieve the dream and that counseling is the only portal that some students have to overcome the barriers that keep them from succeeding. She asked the Board not to eliminate the Counselors.

Christine Degnan: Christine Degnan addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the Board to take the time to hear about the quality of work the Counselors do and that LCC would be compromised if it outsourced one of its best college resource.

Jolene Bennet: Jolene Bennet, student in Child Development at LCC. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that as a person with a disability, counseling services are very important to her.

Louise Rabidoux: Louise Rabidoux, LCC Counselor. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that on December 13, the Counselors submitted recommendations on how their services could be provided more efficiently. She said the very next day the college submitted the FY 2012-13 Budget Amendment #1. She stated that a reduction in force does not consider the recommendations in their proposed operational plan, or adhere to the AACRAO recommendations the college paid for. She further stated that access to on-campus counseling support improves student retention and goal attainment. She asked the Board to do what is best for LCC's students, staff and community.

Roberta Otten: Roberta Otten, Theater and Dance Department at LCC. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the Board to keep the Counselors full-time.

Rulesha Payne: Rulesha Payne, MEA UniServ Director. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that they were never told about the possibility of LCC outsourcing counseling services and that it went against everything that the Administration signed and bargained over. She discussed MAHE's Counselor's Operational Plan that was given to the Board. She asked the Board to let the process run its course and come to a consensus on what is best for the students and faculty.

Sandy Kidder: Kim Cory read a letter from Sandy Kidder. The letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that the national recommendation for college counseling staff, is a ratio of one counselor to 1,500 students and LCC is below that staffing ratio. She asked the Board to invest in the future of LCC students by retaining all of the current Counselor positions and explore ways of reducing the high student-to-counselor ratio in order to align more closely with the national standards.

Lily Chatterjee: Lily Chatterjee stated that she was a returning student with disabilities. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that the ability to see a counselor has been critical for her academic learning and emotional state of mind. She stated that if it had not been for the supportive services of her counselor she would not be standing here today. She asked the Board not to eliminate the Counselors for outsourcing.

Liz Duhn: Liz Duhn, AFT Michigan Staff Representative. She stated that she was speaking on the behalf of the AFT President Brian Pickford and the members of LCCA. She addressed the Board regarding the impact on Administrators in the proposed restructuring in the College's FY 2012-13 Budget Amendment #1. She stated the budget amendment shows the elimination of 5 positions from their bargaining unit and believes it could be as many as 10 positions. She asked the Board not to vote on the restructuring in Budget Amendment #1 until they have had the opportunity to see the complete proposal, have had adequate time for input, and understand the impact it will have on them and the students.

LCC Financial Aid Advisors: Liz Duhn read a letter from the LCC Financial Aid Advisors, Jim Owens, Joaquin Rodriguez, Nicholas Harris and Nicole Huberty. Their letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. They stated that the Counselors keep the campus safe and provide support to students who are in crisis. They said the Counselors teach LCC students how to cope with stress and without them, the staff and students are at greater risk for violence. They also said LCC needs full-time professional counseling services because they are the hallmark of an institution dedicated to providing educated, experienced, and professional services to students.

Heather McAlpin: She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1.

Mary Murphy: Heather McAlpin read a letter from Mary Murphy, Center of Transitional Learning. Her letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that it is unwise to eliminate the Counselors and caring about individual students is a powerful part of LCC's effectiveness in helping people to make the most of their lives.

Sally Pierce: Sally read a letter from two student employees who work the front counter in Support Services. Their letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. They stated they felt eliminating the Counselors and outsourcing those services would be detrimental to the students at LCC. They asked the Board to retain the current counseling staff.

Yvonne Creamer: Suzanne Sawyer read a letter from Yvonne Kramer, Coordinator of Limited English Proficiency Program in the Support Services Department. Her letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that the Counselors are critical to helping the English as a Second Language students adjust and adapt to American culture and vital to their success at college and beyond.

Louise Paquette: Louise read a letter from the instructors in the Center for Transitional Learning. Their letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. They asked the Board to give careful consideration to what the Counselors do to help students become well-rounded individuals who are better armed against the obstacles that threaten their future success.

Mary Brown: James Miner read a letter from Mary Brown, Science Instructor. Her letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. Her letter spoke briefly about an incident in her classroom and how counseling services helped her with this incident. She asked to Board to reconsider eliminating the counseling staff.

Claude Beavers: Claude Beavers, LCC Retired Counselor. His letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. He stated that outsourcing is a bad idea, especially with the recent influx of veterans who need counseling services. He asked the Board to reconsider.

Susan Henderson: Susan Henderson, Faculty for CTL. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the Board in their deliberations to think hard about the human consequences of this decision. She stated that the current LCC Counselors do a wonderful job with LCC's students and are a part of the LCC community in a way that outsourced people could never be.

Linda Minter: Linda Minter, LCC Retiree. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that Counselors on campus, committed to the students and college, would provide better services than contractual employees. She told the Board that the Counselors are an important piece of the goals that the College has set for student success and without them the students will suffer. She asked the Board to keep the counseling staff.

Brian Jackson: Brian Jackson addressed the Board regarding the impact on Administrators in the proposed restructuring in the College's FY 2012-13 Budget Amendment #1. He stated his concern and frustration with the timeframe allotted to respond to the reorganization of three LCC Divisions. He said some of the documents they received on December 11 were dated as early as May. He stated that LCCA needs to be able to engage earlier in the process in order to be an effective partner. He expressed concerns about the notification being sent to them on Friday indicating that up to 10 positions could be eliminated and on Monday the decision would be made. He asked the Board to table the motion on the budget, to give them more time to be an effective partner, and hopefully work together to come up with a better solution.

Maria Peak: Alex Azima read a letter from Maria Peak, Transition Coordinator for EISD. Her letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated that she has often called upon LCC's Counseling Department to partner with Eaton Intermediate School District on various projects for transitioning students. She said the counseling department is a vital adult agency partner for them when looking at transition services and programs for her students in Eaton County.

Denise Warner: Cathy Allen read a letter from Denise Warner, Faculty in the Center for Transitional Learning. The letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She asked the Board to carefully and thoughtfully consider the issue of outsourcing counseling services and the quality of service the LCC licensed professional Counselors give to the college. She urged them not to outsource this valuable service.

Cathy Allen: Cathy Allen, ESOL instructor in the Center for Transitional Learning. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She questioned the spending choices that favor appearance over education and student needs. She asked what the personal and psychological cost would be to the student. She stated the decision to outsource counseling services is ill-advised when so many of LCC students are traumatized by experience of war and displacement. She asked about the response time for a referral, the process for an emergency referral, if students would have some kind of co-pay, and who would be in charge of finding the outsourced Counselors. She asked the Board to reconsider their spending priorities and think about the students and educational goals of the college.

Martha Madigan: Ms. Carpio read a letter on behalf of Martha Madigan, CTL faculty. Her letter addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated there are many people from all walks of life that need counseling services and losing the Counselors would be devastating to students.

Ms. Carpio: Ms. Carpio addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated her students have to go through tremendous leaps to join the community and be proficient in English. She said she deeply depends on the work of the Counselors and would appreciate reconsideration of eliminating them.

Li Li: Li Li, LCC Student. He addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. He stated how much he appreciated his personal Counselors and how they really helped him in transitioning with his language barrier to understanding his classes and achieving his goals.

Adrianna Carreon: Adriann Carreon, LCC Student Employee. She addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She stated how important the Counselors are to students because the Counselors know who they are, and what they need. She asked the Board to consider another options.

Diane Moore: Diane Moore addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1. She expressed concerned that the contractual Counselors would be available only short term. She stated she found it interesting that the college is considering withdrawing the years of relationships that the Counselors have built. She asked the Board to not underestimate the importance of that relationship.

PRESIDENT'S REPORT

Informational - AQIP

Jim Luke gave an update on the AQIP Project and transitioning to a Strategic Planning Project.

Informational – LCC-MAHE President, Cindy Storie

Cindy Storie addressed the Board regarding the proposed elimination of the Counselors and outsourcing in the College's FY 2012-13 Budget Amendment #1.

Ms. Storie made the following comments:

- The LCC Counselors are in the faculty contract and recognized as fulltime employees. To outsource their services to serve student would be an unfair labor practice and grievance.
- It's hard to believe the college would move forth in this manner when they signed a contract in good faith in May 2012 and there was never any conversation on this during negotiations.

- There are major concerns contractually on how the process has gone forward and the intent behind it.
- After the layoff of three Counselors in 2009, the Association, Counselors, Administration and College Attorney David Fernstrum sat in many meetings and went over a plan that dissected Advising and Counseling Services and reorganized the Student Services for the College.
- A letter of agreement was written in the fall of 2009 to implement a new plan that specifically gave new roles to the three Counselors and brought them back to work. The Counselors were no longer to do academic advising, career planning, and orientations but, student appointments and professional counseling work.
- Within the first year of the letter of agreement the new Dean and Director set a new direction and the letter of agreement was never fully implemented.
- When MAHE asked how the letter of agreement and plan was being implemented, they were met with resistance.
- When Counselors challenged participation in orientations or other non-counseling work, they were almost cited as being insubordinate.
- If the Counselors were truly not doing their job and only seeing two students a week, you would think the College would have come forward and charged those Counselors with not following through with their responsibilities.
- Many of the recommendations that came from the Counselors to improve the efficiencies of the department and focus their services to better serve students fell on deaf ears. None of the recommendations were ever implemented or taken into consideration.

Ms. Storie stated their major concerns:

- The lack of open and honest disclosure of the facts.
- The intention of the College prevents a proactive shared governance process and erodes trust between parties.
- In less than 18 hours after their report was submitted, the College had a Budget amendment that would eliminate all counseling positions and outsource their work.
- LCC-MAHE and Counselors were not formally notified of this decision to eliminate and outsource all counseling positions. This was not disclosed to the Association or the Counselors at any time between November 12, 2012 and December 13, 2012.
- The recommendations are not supported by AACRAO and do not address any recommendations made by the Association or Counselors.
- Outsourcing the LCC-MAHE bargaining unit's work would be a violation of the LCC-MAHE 2012-2013 College Bargaining Agreement signed May 21, 2012.

Ms. Storie respectfully requested that consideration of the elimination of the Counselors and outsourcing their duties be removed from the FY 2012-13 Budget Amendment #1.

Informational – FY 2012-13 Budget Amendment #1

Lisa Webb Sharpe stated that the College believes it is very important to have effective efficient counseling services, so every student and faculty member that has a need is served well.

Jack Bergeron spoke on the Operational Changes in Budget Amendment #1.

Evan Montague spoke on the work on visioning in Student Services in Budget Amendment #1.

Don Wilske spoke on the Budget in Budget Amendment #1.

The Fiscal Year 2012-13 Budget Amendment #1 is on file with the official Board meeting materials.

David Fernstrum addressed the legal arguments:

- He confirmed that in May 2009 the parties came together and discussed how much work was being done by Counselors and how much of that work could be done by someone else.
- In May 2009, the parties reached a Letter of Agreement to try and restructure counseling and get refocused on having Counselors doing counseling, Advisors doing advising and others doing the work that they were able to do.
- Shortly after the agreement was signed, it began to unravel in terms of making it happen.
- He senses there is blame to go around on both sides in terms of the lack of cooperation, follow-through and disciplinary action.
- The Letter of Agreement effort failed to correct the problems.
- During that time he spent a few days a week with Cindy Storie and other people in the collective bargaining process. During those negotiations they had discussions about the continuing problems in the counseling area and the high cost of low utilization. There was no tailored solution that came about as a result of collective bargaining.
- They reached a contract agreement in an effort to finish, but there were still some problems left unresolved including this problem.
- The College does not believe the proposal is an unfair labor practice or that there is anything about contracting out service that is prohibited by the collective bargaining contract. In fact, the Management Rights Clause that they agreed to, expresses contemplating the use of contract assistance to perform work more efficiently.
- Early efforts and intermediate efforts have failed. A consultant came in to address solutions and the Administration believes those recommendations from the consultants are being followed.

- He doesn't believe there is anything in the collective bargaining agreement that prohibits the College from looking for more efficient and cost effective ways of delivering this critical service.

Dr. Knight recommended the adoption of FY Budget Amendment #1.

Trustee Woods expressed his frustration that in 3½ years there is no solution. He stated they heard wonderful testimonies about the Counselors, but it seems like the only time students are served is between 8:00 a.m. – 6:00 p.m.; students here in the evening are not being served. He stated that now the Board has to identify what's the best solution for the college in safety, productivity and efficiency. Trustee Woods said if everyone were working together in the best interest of the student and student success this could have been resolved 3½ years ago.

Trustee Smith said it has been clearly stated by the Board that Student Success is priority. She has issues with the fact that the college is unable to service its students in the most efficient way. She is bothered that the college just settled negotiations and all of the issues not solved are now coming up after the contract. She is upset that everyone is at opposite ends while the students are caught in the middle. Trustee Smith stated the college cannot say it's interested in what's best for its students, when the services are not there when the students need them the most. She said that LCC is not just a daytime institution, but also an evening institution. She said she is aware of the management clause that states if the college needs to solicit help from the outside it is able to do that, but doesn't know if it's the best thing to do. She stated the Board has to make a stand about Student Success and the current model doesn't work, while they don't know what they are getting if they outsource.

Trustee Proctor thinks the report that has been cited states that the college has more Counselors than it needs and there may be recognition in MAHE's response to that report that LCC may have more Counselors than it needs. He said the question is how many Counselors are needed if the college provided these counseling services with current staff at the college, and what are the issues regarding the data about demand for services and the supplies of personnel to provide those services. He stated there may be blame on both sides by not addressing some of the problems. He said he asked why disciplinary action had not been taken because it might have remedied the problems early on. He asked to what extent the failure of the Administration to act in certain circumstances has contributed to the on-going problem they are talking about and are the Counselors providing the work that the college expected of them in the agreed Letter of Agreement in 2009?

Deborah Canja stated she supports the upgrade of the appearance of the campus. She does not have a problem with spending money on fixing up the campus and feels it has to do with the college's future success. Trustee Canja said the major issue has always been how LCC's counseling service is delivered and the difficulty of having Counselors whose services are needed year round; nights, weekends, and more than 34 weeks in a

year. She further stated when the Counselors are part of the faculty union and have a faculty contract that only requires 170 days of service, the college can't get the coverage for the students they need under those terms. She stated that the problem is not that the Counselors aren't wonderful or that counseling isn't critical to student success, but the inability to get all of the services needed under the present system. She said it is important to understand that the college is still working within the confines of a contract that only gives them 170 days when it may need 280 days a year of services. She asked whether the college should hire more people under the 170 day contract and deploy them where some people work night and some work weekends. She stated she didn't know the answer, but that the college has been struggling with the issue of how to provide services to more students at the hours that people currently don't want to work. Trustee Canja stated there are probably issues with the data and the arguments being made on both sides. She doesn't feel it is productive to talk about how it is a violation of the contract and governance issues. She agrees that the process was not the best, but on the other hand disagrees that no one had notice, because people have known these were issues since 2009.

Action Items – Consent Agenda

The following items were presented under the Consent Agenda:

1. 2012 Campus Master Plan
2. Authorization of New Jobs Training and Revenue Bond for General Motors, LLC – Lansing Grand River Plant.
3. College Polices
 - a. Acceptable Use Policy
 - b. Mobile Computing Device Policy
4. ~~FY 2012-13 Budget Amendment #1~~ (Removed from the Consent Agenda)

IT WAS MOVED by Trustee Rasmusson and supported by Trustee Hollister that the Consent Agenda, with the FY 2012-2013 Budget Amendment #1 removed, be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Budget Amendment #1 was then discussed.

Trustee Woods asked what the process would be if they approved Budget Amendment #1 and would there be opportunity for the Counselors to come back with a new proposal.

David Fernstrum stated that if the Board approves Budget Amendment #1, it starts a process and gives the Administration direction to proceed with an economic outcome consistent with the operational outcomes the Administration has laid out for the Board. He stated that the first step in the process would be to put together a Request for Proposals that would take week or month to get a response back and critically evaluated.

Trustee Woods asked if the college is under any time constraints with the new contract in place.

David Fernstrum responded that if there is an impact to personnel, there are obligations to provide notice to personnel before any layoffs could occur and for the people they are taking about this evening it is a minimum of 60 days.

Trustee Woods asked if they were to wait for administration to come back with a proposal by the January meeting, would that offset cost and budget projections.

Dr. Knight stated that the length of time the Administration had taken to consider the MAHE proposal should not be an issue. He said the proposal was thought about and considered. He stated that had the proposal been significant in material it could have changed the circumstances, but it was not.

Trustee Canja stated it is her understanding that Budget Amendment #1 assumes that the counseling staff will not be in the budget.

David Fernstrum responded that at some point it reflects implementation of perceived savings down the road.

Trustee Canja asked if the Board were to adopt Budget Amendment #1 would that be considered notice to the union that positions are being laid off.

David Fernstrum responded that it is not notice.

Trustee Woods asked for clarification that there is no notification if the Board were to vote yes tonight.

David Fernstrum responded that notification doesn't start for 60 days until the college can see what the effective date of a layoff would be. He stated they couldn't lay anyone off until the RFP came back and alternate arrangements were in place to provide a level of service to students. He further stated that there would have to be some transitions.

Trustee Canja asked Lisa when the Budget would see these savings take place.

Lisa Webb Sharpe stated by the end of this fiscal year.

Trustee Proctor stated that what's happening now is not different than what happened in 2009. He stated that the three positions that were eliminated in 2009 were brought back and the same thing could happen again.

Trustee Smith stated that what she hears is that until an RFP is done, and a response comes back from the RFP, no notice is going to be given to the Counselors for layoff. She asked if this was a fair statement. She stated if she were a counselor, she would feel like she didn't have a job and that the college was just waiting on an RFP.

David Fernstrum responded that was a fair summary and that it is mathematically possible that the college might get an RFP back that does not provide the level of service the college wants for its students.

Trustee Canja stated she read the consultant's report and believes the functions they are talking about are the heart of student success. She stated she thinks these functions are important and should be done by fulltime employees. She said she's not sold on the idea that the college can outsource counseling and have it be effective. Trustee Canja has concerns that the AACRAO report states that a college of this size needs Counselors for personal and crisis counseling and doesn't think the AACRAO reports assumes that these three Counselors would be special population counseling. She stated that the college needs veteran support services, disability support services, and international student type services. She doesn't believe this would be adequately covered by outsourcing or that the AACRAO report suggested that either.

Dr. Knight stated that the college never imagined charging students and is determined to do better at meeting every type of counseling need.

Trustee Canja asked, through outsourcing how would the college have people who understand the college, who are familiar with students and can develop long-term relationships with the faculty so they are familiar with working with them?

Dr. Knight stated that the college would have the RFP evaluated thoroughly and the Board would be a part of that evaluation process.

Trustee Smith stated that the college needs to come up with a creative solution.

Trustee Canja asked if it were possible to come up with a hybrid that keeps the current Counselors while doing a RFP for supplemental services to fill in the gaps.

Trustee Hollister stated that Trustee Canja already answered that in her opening statement that the issue isn't the people themselves, but the college only having 170 days of service. He stated that nothing prevents the current counselor from forming an LLC and putting in a bid. Trustee Hollister said he would like to see the Counselors stay

in some capacity as well, but also has concerns about her opening statement on how the college is going to deliver these services in an efficient and fair manner. He said her idea is good but doesn't see it working.

Trustee Proctor stated that the data in dispute involves matching the demand with whatever supply the college needs. He said this might involve retaining some Counselors and laying off the others that aren't needed. He stated that there is nothing prohibiting the college from laying off staff for reason of lack of work.

Dr. Knight stated he doesn't think it is a good idea for this issue to come back because they have dealt with it before and is in favor of doing an RFP.

Trustee Canja asked why they couldn't pursue an RFP without having the layoffs in Budget Amendment #1, to see what the college would get.

Lisa Webb Sharpe responded that it is really unfair to a company and community to ask them to respond to a phony RFP and it can cost a lot of money for a company to respond. She stated that the Board asked the Administration to come back with efficiencies and they have put a solution before them and a recommendation to improve services to students. She said the college wants 24/7 responsiveness and not have a student in crisis wait 2-hours to see a counselor; this is the current model. She stated that the college doesn't want to mislead the businesses in the community that may respond to the RFP.

Trustee Hollister stated that as a person who makes a living writing proposals, there is nothing worse than knowing there is no intention of awarding a contract. He stated that he appreciated her response and thinks it's a valid comment.

Trustee Woods asked if there were a process whereby the college can request a plan instead of issuing a RFP.

Lisa Webb Sharpe responded that there was.

Trustee Woods stated that he doesn't understand why the Counselors aren't working at night and it bothers him to see the amount of traffic at night and the Counselors aren't working. He stated he needs a clear understanding.

Evan Montague responded that they have not yet asked all of Student Services to start working beyond the Assessment Center's extended hours. He said, as stated in his earlier remarks, in order to address enrollment and student support needs it is necessary to step forward in Student Services and look at more comprehensive hours and services.

Trustee Woods asked whether he understood correctly, that the Counselors were never asked to work beyond the 8:00 a.m. – 6:00 p.m. hour's and the current orientations that they do.

Evan Montague responded that was correct and that beyond a special activity, the Counselors have not been asked.

Trustee Woods asked if the Counselors, on their own initiative, have come forward suggesting they work after hours for students here after 6:00 p.m.

Evan Montague responded that he has not heard any requests for extended services.

The question was called by Trustee Rasmusson to end discussion on the FY 2012-2013 Budget Amendment #1.

Roll call vote:

Ayes: Hollister, Rasmusson

Nays: Canja, Proctor, Smith, Woods, Meyer

Absent: None

The motion failed. The discussion continued.

Trustee Canja asked what the protocol was if a counselor is volunteering to work extended hours.

Evan Montague stated for safety purposes they couldn't have someone in their office working until 9:00 pm or 10:00 pm at night. He said there would have to be a supporting cast and crew in each area for extended hours.

The question was called by Trustee Hollister to end discussion on the FY 2012-2013 Budget Amendment #1

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

IT WAS MOVED by Trustee Rasmusson and supported by Trustee Hollister that the FY 2012-2013 Budget Amendment #1 be approved.

Roll call vote:

Ayes: Hollister, Rasmusson, Meyer

Nays: Canja, Proctor, Smith, Woods

Absent: None

The motion failed.

IT WAS MOVED by Trustee Proctor and supported by Trustee Hollister to reconsider the FY 2012-2013 Budget Amendment #1.

Roll call vote:

Ayes: Hollister, Proctor, Rasmusson, Woods, Meyer

Nays: Canja, Smith,

Absent: None

The motion carried.

IT WAS MOVED by Trustee Proctor and supported by Trustee Smith that the FY 2012-2013 Budget Amendment #1 be postponed until the next meeting.

Roll call vote:

Ayes: Canja, Proctor, Rasmusson, Smith, Woods

Nays: Hollister, Meyer

Absent: None

The motion carried.

Chairman, Committee and Board Member Reports

Chairman's Report - Proposed 2013 Board of Trustee Meeting Calendar

IT WAS MOVED by Trustee Woods and supported by Trustee Smith that the proposed 2013 Board of Trustee Meeting Calendar be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Closed Session

There was no Closed Session.

Public Comment

There was no Public Comment.

Adjournment

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

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

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 10:38 p.m.

Submitted,



Administrative Assistant to the Board
Benita Duncan