

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 18, 2015

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:07 p.m.

Roll Call

Present: Abood, Berry, Canja, Hidalgo, Meyer, Proctor, Smith
Absent: None

Pledge of Allegiance

Trustee Abood led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED by Trustee Hidalgo and supported by Trustee Berry that the minutes of the April 20, 2015 Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Hidalgo, Smith, Meyer, Berry, Canja, Proctor, Abood
Nays: None
Absent: None

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Dr. Webb Sharpe asked that a Separation Agreement and Waiver of Employment of Relatives Nepotism Policy be added to the Consent Agenda.

Resolution Honoring Ernest Block

The following resolution was presented honoring Ernest Block:

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

*WHEREAS, ERNEST BLOCK has had a long and distinguished career in Print Services,
and*

WHEREAS, ERNEST BLOCK has supported the greater Lansing community through his involvement in such organizations as the Print Craftsmen Club, Clinton County Arts Association, and the Dewitt Community Concert Band, and

WHEREAS, ERNEST BLOCK brought his talents to Lansing Community College in 1976, serving the college for over 39 years, and

WHEREAS, ERNEST BLOCK served as a Graphic Artist and Printer from 1976 to 2015 and Instructor for Matting and Framing from 1999 to 2015, and

WHEREAS, ERNEST BLOCK has provided unequalled counsel and support for campus-wide projects, including The Center for the Arts graphics, a board game for the Science Department's "Rock Recycle Game," music for the instructional video "Surveying Michigan," and numerous screen printed posters including fourteen award winning posters from the Print Craftsmen Club, and

WHEREAS, ERNEST BLOCK has designed, printed and installed numerous wall graphics, pictures, and posters in Lansing Community College buildings, and provided assistance to faculty members with the printing of student research posters for presentations and other classroom graphics, and

WHEREAS, ERNEST BLOCK, utilized his talents to collaborate in creating a rich learning environment for our students including a Monarch butterfly exhibit and a display of the human brain along with many framed prints and wall graphics

WHEREAS, ERNEST BLOCK, has assisted the Board in framing over 250 framed resolutions presented by the Board of Trustees, and all of the Board of Trustees names on the wall in the Boardroom, and

WHEREAS, ERNEST BLOCK has performed his duties, met each challenge and adjusted to changing priorities with steadiness, calmness, and a sense of humor; and

WHEREAS, through his service, he has enhanced the lives of an untold number of students, faculty and staff at Lansing Community College; and

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 Ernest Block for all he has given to this college and community, and wish him well in the future.

AND BE IT THUS RECORDED THIS 18th day of May, 2015.

Limited Public Comment Regarding Agenda Items

Marcy Bauman: (Comment was not related to an agenda item.) Ms. Bauman spoke with the Board about a cookbook put together by the students from the English for Speakers of other Languages Program. Copies of the cookbook was distributed to the Trustees.

PRESIDENT'S REPORT

Informational

President Knight presented the May 2015 President's report to the Board. A copy of this report is on the LCC website.

http://www.lcc.edu/trustees/presidents_reports

Informational – Course Fee for Math 109

The administration provided information to establish a course fee of \$55.00 for the new course, MATH 109 – Fast Track Algebra to implemented beginning Fall 2015.

This course fee for an eBook will save the student over \$100 verses purchasing the hardcover textbook.

Informational – Economic Impact Survey

Patricia Bartholomew, of Economic Modeling Specialist Int'l, presented the results of a study commissioned by the college on the economic impact LCC has in the greater Lansing area.

Informational – Follow-up to Trustee Generated Idea/Customize Marketing Support for each Program of the College

The administration provided a follow up report on the Trustee Generated Idea approved by the Board to provide further investigation and report.

Informational - Monthly Financial Statements

Dr. Lisa Webb Sharpe presented the following Monthly Financial Statements:

1. Statement & Summary as of April 30, 2015 includes:
 - a. General Fund Operating and Capital Budgets
 - b. General Fund Operating Detail Budgets
 - c. Statement of Net Position
 - d. Investments
 - e. Statement of Revenue, Expenses and Changes in Net Position
 - f. Plant Funds Statement of Expenses and Transfers
 - g. Capital Projects Monthly Reporting
 - h. Vendor Payments Over \$10,000 for April 2015
 - i. Revenue and Expense Account Information
 - j. Asset, Liability and Net Position Account Information
 - k. Organization to Division Crosswalk

I. Glossary

Informational – Monthly Student Success

Dr. Richard Prystowsky presented the Monthly Student Success Report.

Informational – Operation 100% Update

Dr. Prystowsky provided an update on Operation 100%

New College Policy – Veteran’s In-State Tuition

The following policy was presented as a first read:

POLICY TITLE: VETERANS IN-STATE TUITION

I. Purpose

This policy is adopted in order to comply with Section 702 of the Veterans Access, Choice, and Accountability Act of 2014 (Choice Act) which requires the Department of Veteran Affairs to disapprove programs of education for payment of benefits under the Post-9/11 GI Bill and Montgomery GI Bill-Active Duty at public institutions of higher learning if the schools charge qualifying Veterans and dependents tuition and fees in excess of the in-state rate for students.

II. Scope

This policy is effective July 1, 2015 and applies to any qualifying Veteran and their eligible covered individuals.

III. General

Section 702 Choice Act

The U.S. Department of Veterans Affairs established new requirements to ensure that our Nation’s recently discharged Veterans, and their eligible family members, would not have to bear the cost of out-of-state charges while using their well-deserved education benefits. The State of Michigan submitted policy language which was approved and adopted by the VA for public institutions of higher education that offer VA approved programs. To remain approved for VA’s GI Bill programs, schools must charge in-state tuition and fee amounts to “covered individuals.” A “covered individual” is defined in the Choice Act as:

- A Veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of discharge from a period of active duty service of 90 days or more.*

- *A spouse or child using transferred benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the transferor's discharge from a period of active duty service of 90 days or more.*
- *A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of the Service member's death in the line of duty following a period of active duty service of 90 days or more.*

Summary

Any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® – Active Duty Program), Chapter 33 (Post-9/11 GI Bill®), of title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b) (9)) who lives in the State of Michigan while attending Lansing Community College, regardless of his/her formal state of residence" will pay in-state tuition rates for all

Action Items – Consent Agenda

The following items were presented under the consent agenda:

1. FY16 Estimate of Taxes and Appropriation Necessary
2. Separation Agreement - *ADDED*
3. Waiver of Employment of Relative Nepotism Policy - *ADDED*

IT WAS MOVED by Trustee Smith and supported by Trustee Meyer that the Consent Agenda be approved.

Roll call vote:

Ayes: Meyer, Smith, Canja, Hidalgo, Abood, Proctor

Nays: None

Absent: Berry (*stepped out of room*)

The motion carried.

Chairman, Committee and Board Member Reports

Chair's Report

Action Item – Approval of Board Consultant/Bailey Associates

IT WAS MOVED by Trustee Proctor and supported by Trustee Meyer that the No Bid Justification for Bailey Associates to conduct a Board Retreat be approved.

Roll call vote:

Ayes: Berry, Smith, Meyer, Proctor, Canja, Hidalgo, Abood

Nays: None

Absent: None

The motion carried

Committee Reports – Audit Committee Update

Trustee Meyer gave the following Audit Committee Update:

1. Michelle Fowler of Rehmann Robson presented the Professional Service Plane for the FY15 Audit.
2. The Administration presented the following information items:
 - a. After-the-Fact Report
 - b. Blanket Purchase Order Board Report
 - c. LCC Professional Services Contract Review
 - d. No Bid Justifications
 - 1) Apple, Inc.
 - 2) NCS Pearson Incorporated
 - e. No Bid Purchase Report for Advertisements, Memberships & Sponsorships
 - f. Sole Source Report
 - g. Online Textbook Service

Committee Reports – Career Connections Advisory Board

There was no report.

Committee Reports – Foundation Board Update

Foundation update was provided in the Board packet.

Committee Reports – Workforce Development Board Update

Trustee Proctor reported that LCC will conduct some of the training for some of the businesses taking advantage of the Skilled Trades Training Fund recommended by Governor Snyder. He abstained from voting.

Board Member Reports

There was no report.

Unfinished Business

There was no Unfinished Business.

Public Comment

Leslie Johnson: Leslie Johnson, Interim Director for the Center for Teaching Excellence, thanked the Board for supplying the dessert and supporting the Gratitude Project.

Closed Session

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

Roll call vote:

Ayes: Proctor, Canja, Smith, Hidalgo, Abood, Meyer, Berry

Nays: None

Absent: None

The motion carried.

The Board entered into closed session at 8:23 p.m.

The Board returned to open session at 9:33 p.m.

Roll call:

Present: Abood, Berry, Canja, Hidalgo, Meyer, Proctor, Smith

Absent: None

Board Comments

There were no Board comments.

Public Comments

Ed Bryant: Ed Bryant, addressed the Board regarding the 8th graders from Gardner Middle School who visited LCC Science Department. Demonstrations were performed by both science and biology faculty. He encouraged the Board to continue to find ways for the college to meet the needs of Lansing area students.

Adjournment

IT WAS MOVED by Trustee Abood and supported by Trustee Smith that the meeting be adjourned.

Ayes: Abood, Berry, Canja, Hidalgo, Meyer, Proctor, Smith
Nays: None
Absent: None

The motion carried.

The meeting adjourned at 9:40 p.m.

Submitted,



Administrative Assistant to the Board
Benita Duncan