

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
March 21, 2016

**Regular Meeting**  
Adopted Meeting Minutes

## **Call to Order**

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

## **Roll Call**

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

## **Pledge of Allegiance**

Trustee Azima led the Pledge of Allegiance.

## **Approval of Minutes**

IT WAS MOVED BY Trustee Smith and supported by Trustee Azima that the minutes of the February 22, 2016 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

IT WAS MOVED BY Trustee Azima and supported by Trustee Smith that the minutes of the March 7, 2016 Special Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

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

The following additions/deletions were made to the agenda:

- Dr. Sharpe asked that a presentation of the Two-Year Projections for Enrollment, Revenues, Expenditures and Proposals for Strategic Initiatives and Investments, be added to the agenda under Unfinished Business.
- Trustee Azima asked that the Early LCC Proposal for Fee Increase Fee be removed from the consent agenda for discussion.
- Chair Proctor asked that the 2015-16 Young Entrepreneurs Competition LCC Scholarships Winners, be added to the agenda under Special Recognition.

## Resolution and Special Recognition

Dan McKean presented LCC scholarships to three high school student winners of the Annual Young Entrepreneurs Competition conducted by the Clinton County Economic Alliance.

1st Place, \$1,000: **Christine Scheffler** of St. Johns High School with “Dog Gone”, a hot dog cart;

2nd Place, \$500: **Jenna Cody** of St. Johns High School with “Struck by Eros Wedding Planning, LLC”, a virtual wedding planning company;

3rd Place \$250: **Brooke Ragucci** of DeWitt High School with “Brooke’s Barkery”, a dog bakery.

## Limited Public Comment Regarding Agenda Items

Sally Pierce asked the Board Chair if she could address the Board regarding collective bargaining during this portion of the meeting although it is not an item on the agenda.

The Board Chair stated that because the Board would go into Closed Session this evening regarding collective bargaining, she could speak under Limited Public Comment regarding collective bargaining.

Sally Pierce: Sally Pierce, President of LCC MAHE, addressed the Board regarding collective bargaining. Ms. Pierce stated that bargaining ground rules were agreed upon last April and she has met with her team and college representatives for almost a year. She stated that although they have made progress and have some tentative agreements, she wondered where the college was on the issues of money, calendar and work load. She stated these three issues will be central to an agreement and was hopeful they can reach agreements that satisfies both sides. Mrs. Pierce stated that removing calendar out of the contract and placing it into a letter of agreement is not satisfactory. She further stated that calendars are a mandatory subject of bargaining and the LCC Team has stated that an agreement must be reached about this subject before April 1, 2016 for college’s student’s financial aid and planning purposes. Mrs. Pierce stated for the record that MAHE was committed to reaching an agreement about calendar within the contract and she was standing tonight to promise that MAHE will

work toward such an agreement. She reminded everyone that it takes two sides to come to an agreement and urges they work together to construct both a calendar and a collective bargaining agreement that will serve LCC's students and community well.

Maria Porter: Maria Porter addressed the Board regarding the Early Learning Children's Community (Early LCC) Proposal for Fee Increase. She thanked the Board for postponing the vote on the Early LCC proposed increased. She referenced the letter she'd sent to the Board detailing market comparisons. Ms. Porter stated Early LCC is the most expensive program with the current rates when comparing it against other NAEYC accredited programs. The differences range from 5% to 10% for infants to as much as 35% for older preschoolers. Ms. Porter stated there is more competition for preschoolers than for infant care because infant care is more expensive to run than preschool. She stated that daycares operate infant programs at a lost generally because it is seen as a pipeline for entering preschoolers. She stated that the highest financial gain for the program is in preschool and that a rate increase could cause more open preschool spots resulting in a net loss for LCC. Ms. Porter proposed there be two flat rates, and a sliding scale of tuition fees. She further stated that LCC should apply for more grants, engage with parents on charity drives and negotiate better with Gretchen House on more specific rates.

Sarah Schillio: Sarah Schillio addressed the Board regarding the Early LCC Proposal for Fee Increase. She thanked the Trustees she spoke with personally about her concerns. She stated that she continues to sign waivers for her child to be observed by the students in the Child Development Program and understands the benefit from observing the children in these programs. Mrs. Schillio stated that she is not sure how much lower LCC is in comparison to other daycare facilities when taking into account the all-inclusive aspect of services provided by Early LCC. She asked what the cost of the diapers and food were given the assertion that Early LCC's fees are lower in comparison to fees at other child care facilities. She stated it was important that the board continue to subsidize this program because several academic programs use Early LCC for observations. Ms. Schillio stated that although the Administration stated in the Board Packet there are no risks involved in raising tuition, there is a risk to the parents if tuition is raised. She stated that she feels the information the Board receives from the administration is misguided.

Halida Mesaa: Halida Mesaa addressed the Board regarding the Early LCC Proposal for Fee Increase. She stated that she is student parent of child in the Early LCC. She further stated that the rate increase would be a financial burden for her. Ms. Mesaa stated that she depends on the daycare to finish her education at LCC and the increase would affect her future.

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. ~~2016—17 Course Fees—Bylaw EL 207, E 205 (REMOVED)~~

B. Change Order Transmittal – *EL 204*

1. Global Building Maintenance
2. Moore Trospen Construction Company

C. College Policy

1. Course Withdrawal Policy (*REVISED*) - *Bylaw 1.6.5, 1.6.6*

~~D. Early Learning Children's Community Proposal for Fee Increase – *EL 207*  
(*REMOVED*)~~

E. Request for Proposal – *EL 204*

1. AOF – HVAC Replacement
2. Payments and Refunds Commerce Management

F. Sole Source – *EL 204*

1. Software Maintenance Agreement between Ellucian Support Inc. and LCC

IT WAS MOVED BY Trustee Azima and supported by Trustee Meyer that the Consent Agenda, removing the 2016-17 Course Fees and the Early LCC Proposal for fee Increase, be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

**Action Item – 2016-17 Course Fees**

Trustee Canja stated that she asked for this to be removed from the consent agenda because she noticed that Dental 144 had a substantial increase. She stated that in prior years when there was a substantial fee increase for a course those increases were spread out over a three-year period so it wouldn't be burdensome to the student. She further stated that she didn't see that option proposed here for this course fee increase.

Dean Margie Clark stated that the course fee for that particular course is the instrument packet that the student was buying independent of their course fees. She stated this expense was placed in the course fee so it could be covered by the student's resources and financial aid.

IT WAS MOVED BY Trustee Meyer and supported by Trustee Abood that the 2016-17 Course Fees be approved.

Roll call vote:

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

The motion carried.

### **Action Item - Early LCC Proposal for Fee Increase**

Trustee Meyer proposed for the Board to have a special meeting with the Early LCC Proposal for Fee Increase as a single agenda item. He stated that he believed the original principal of the Early LCC was to have a service available to LCC student parents so they could continue their education. He further stated this service has expanded to the community and that they are hearing much from the community and thus the need to have further discussion.

IT WAS MOVED BY Trustee Meyer and supported by Trustee Hidalgo that the Early LCC Proposal for fee Increase be postponed for a Special Meeting for further review and discussion.

Dr. Knight stated that there has to be merit in some of what was said and written about the recommended fee increase, and suggested the administration try to address some of the questions and prepare a document for the Board's consideration.

Trustee Canja stated that she is for voting no on the Early LCC proposed fee increase and was not sure whether she is for postponing the consideration of it. She stated this service was a part of LCC's student success initiative because it was determined that some were unable to complete at LCC because of childcare issues. She stated that when the last increase was being considered, she was told that the majority of the students who children were enrolled in the Early LCC are covered by CCAMPIS or other grants and that the fee increase wouldn't be much of an impact for them. She stated she was also told the increase helps LCC to maximize federal dollars. Trustee Canja stated she discovered that 50% of the children at the Early LCC have parents who are not an LCC students and this fee increase has a huge impact on the individual paying the full tuition rate. She stated that she isn't seeing the center helping the majority of LCC students as she thought it would and doesn't feel the college has done all it can in identifying all students who need support in childcare. Trustee Canja stated this service is part of LCC's Child Development curriculum and somehow it became an auxiliary program that must be self-sustaining. She stated that she views this program just as important as other programs at LCC. She asked why LCC was charging this program rent and questioned whether LCC also charges rent to the English department. Trustee Canja stated she believes the cost should be a burden that the college should bare because it owes it to the little kids in the program to keep their experience stable and make it possible for the current kids to stay until they matriculate out of the Early LCC.

Trustee Smith stated that what concerns her is that if the Early LCC is our commitment to the vision of LCC's student success, the college must take a more comprehensive approach of answering the questions on the table and give the stakeholders the

opportunity to have their voice. She stated that moving forward the Board will have to decide if there will be an increase. She further stated that she would support the motion of delaying the agenda item for further discussions.

Dr. Webb Sharpe stated that in 2009 the Board approved having the Early LCC set up as an auxiliary program. She stated that the Board asked for the Early LCC to be self-sustaining in five years and this proposal meets the request made by the Board.

Trustee Azima stated he liked Trustee Meyer's idea of getting together to have discussion. He stated that both the student and community parents are affected by the proposed increase. He further stated that since the rates were raised 20% last time, the Board should vote not to increase this time, but have the discussion down the road to come up with a proposal. Trustee Azima suggested the Board, administration and parents form a small group working with Dr. Knight to have discussion and come up with a recommendation for the Board to consider.

Trustee Meyer stated that he would characterized Trustee Azima's statement to study the Early LCC as an amendment to his motion which he characterizes as a hostile amendment. He stated that because he considers this amendment as hostile, the Board must take a second vote on Trustee Azima's proposal. Trustee Meyer stated he doesn't think a deficit should continue if there is one.

Trustee Abood stated that he appreciates Trustees Azima's position, but regardless of how the Board votes, the Board can still increase the rate after this meeting. He stated that he doesn't support the motion to vote no tonight because people must be put on notice this is an issue and it only make sense to vote at a special meeting.

The Chair asked for a roll call vote on Trustee Meyer's motion that the Early LCC Proposal for fee Increase be postponed for a Special Meeting for further review and discussion.

Roll call vote:

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

The motion failed.

IT WAS MOVED BY Trustee Smith and supported by Trustee Canja that the Early LCC Proposal for fee increase be denied.

Roll call vote:

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

The motion carried.

IT WAS MOVED BY Trustee Canja and supported by Trustee Smith that the Board convene a group to discuss the issues raised about how the college will consider the Early LCC moving forward and what plans the college might have for participation in it.

Trustee Proctor asked what the composition of the group would be.

Trustee Canja stated that it would be beneficial to have something similar to a retreat where faculty, parents and staff would be involved in the discussion and the Board would be presented with the data addressing the questions asked.

David Fernstrum stated that if the Board participates in discussion on the merits of the Early LCC, it would have to be in a Board meeting open to the public. He asked Trustee Canja if she was considering a special meeting of the Board.

Trustee Proctor stated that a special meeting of the Board where the public is invited to participate in limited public comment on an agenda item and the Board deliberates on that agenda item is different from engaging and pulling a group together to have discussion.

Trustee Azima stated that he likes the idea of having a committee of the whole meeting.

Trustee Smith stated that the Board should have a special meeting.

Trustee Proctor stated that he can convene a special meeting of the Board.

Trustee Canja agreed to have a special meeting.

Trustee Canja clarified that her motion is for the Board to have a special meeting to discuss the role of the Early LCC, who it will serve, address all the concerns raised tonight, receive feedback from the community, and to get more background information, but not to decide what the fees should be.

Trustee Hidalgo asked if the Board could vote or decide at the special meeting.

Trustee Canja clarified that her motion was for the Board to convene to discuss what the role of the Early LCC will be as they move forward and discuss how it might be supported.

Trustee Meyer asked if the fee increase would be an item for consideration.

Trustee Hidalgo stated that he does not want to tie the Board hands in not being able to vote at the Special meeting if a fee increase is discussed.

Trustee Canja stated she didn't think her motion prevented that from happening if the Board chose to have a vote.

Trustee Proctor asked for a roll call on the motion to have a Special Meeting to discuss the Early LCC and every issue related thereto.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

The special meeting of the Board will take place Monday, April 4, 2016 at 6:00 p.m.

## **Monthly Monitoring Report**

The following Monitoring Reports were presented:

1. FY Estimate of Taxes and Appropriation Necessary
2. Monthly Financial Statements – EL 203
3. Strategic Plan 2-Year Status Report

## **Policy Development**

There was no Policy Development.

## **Linkage Planning/Implementation**

### **Community Linkage – President’s Report**

President Knight presented the March 2016 President’s report to the Board. A copy of this report is on the LCC website.

[http://www.lcc.edu/trustees/presidents\\_reports](http://www.lcc.edu/trustees/presidents_reports)

### **Committee Reports – Audit Committee Update**

Trustee Hidalgo stated that the Audit Committee met on March 7, 2016 to approve trustee travel expenses and one travel request.

### **Committee Reports – Foundation Board Update**

Trustee Abood stated that the Foundation report was included in the packet.

## **Unfinished Business**

Dr. Sharpe announced that LCC’s Audit was published in the Lansing State Journal per the Board’s Governance Policy 306 (Board’s Annual Planning Calendar).

Don Wilske presented a PowerPoint presentation on the Two year Projections for Enrollment, Revenues, Expenditures and Proposals for Strategic Initiatives and Investments per the Board's Governance Policy 306 (Board's Annual Planning Calendar).

## **Public Comment**

There were no public comments.

## **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 President's Evaluation and Collective Bargaining.

Roll call vote:

Ayes: Abood, Smith, Azima, Meer, Hidalgo, Proctor, Canja

Nays: None

Absent: None

The motion carried.

The Board entered into closed session at 8:35p.m.

The Board returned to open session at 10:07 p.m.

Roll call:

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

Absent: None

IT WAS MOVED BY Trustee Canja and supported Smith that in consideration of the President's Evaluation and the work that has been done and the important projects the college is facing in the future, she recommends that Board extend the President's contract to December 31, 2018.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## **Board Evaluation of Meeting**

There were no Board comments.

## Adjournment

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

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

The motion carried.

The meeting adjourned at 10:09 p.m.

Submitted,



Executive Assistant to the Board  
Benita Duncan