

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
May 16, 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 Smith led the Pledge of Allegiance.

Chair Proctor acknowledged the passing of the Board's Executive Assistant's father. He extended condolences on the behalf of the Board to her and her family.

Trustee Canja announced that all of the Trustees, including former trustees Jerry Hollister and Edward Wood and attorney David Fernstrum made a donation to the LCC foundation in honor of Mrs. Benita Duncan's father, Robert Bell. She stated that Ms. Duncan can determine where she would like the funds to go.

## **Approval of Minutes**

IT WAS MOVED by Trustee Smith and supported by Trustee Meyer that the minutes of the April 4, 2016 Special Board of Trustees meeting and April 18, 2016 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

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

The following additions/deletions were made to the agenda:

- Trustee Abood asked that the Cooperative Purchase Cell Phone Equipment & Services be removed from the consent agenda for discussion

- Trustee Proctor asked that LCC's Commencement be added under Community Linkage.

## Limited Public Comment Regarding Agenda Items

There were no Limited Public Comment regarding agenda items.

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. Change Order Transmittals
  - 1. Middle Cities Risk Management Trust
- ~~B. Cooperative Purchase~~
  - ~~1. Cell Phone Equipment & Services (REMOVED)~~
- C. No Bid Purchase
  - 1. Apple, Inc.
- D. Sole Source
  - 1. Desire 2 Learn Ltd.

IT WAS MOVED by Trustee Smith and supported by Trustee Meyer that the Consent Agenda, removing the Cooperative Purchase of Cell Phone Equipment & Service, be approved.

Roll call vote:

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

The motion carried.

## Action Items – Cooperative Purchase for Cell Phone Equipment & Services

Trustee Abood asked what the criteria for issuing a college cell phone was and how many cell phones have been issued.

Lisa Webb Sharpe stated there were 65 college issued cell phones. She stated that college cell phones are distributed to employees upon a determination that such equipment is necessary for the employees to do their job. She further stated that the cell phones are usually issued to certain IT staff and administrators who are required to be available around the clock.

IT WAS MOVED BY Trustee Canja and supported by Trustee Azima that the Cooperative Purchase Agreement for Cell Phone Equipment & Services be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## Monthly Monitoring Report

The following Monitoring Reports were presented:

1. Guided Pathways
2. Monthly Financial Statements – EL 203

## Policy Development

### Policy Development – Resident Tuition (*REVISED*)

Dr. Prystowsky presented the following Residence Tuition policy revision:

***POLICY TITLE: ~~RESIDENT TUITION~~  
ELIGIBILITY FOR IN-DISTRICT, IN-STATE, OUT-OF-STATE OR INTERNATIONAL  
TUITION***

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#### *I. Purpose*

*A. In order to abide by state law and ensure the fairness for taxpayers in our district, the College's Board of Trustees ~~has~~ periodically approves tuition and fees for resident, nonresident, out-of-state, and international students.*

#### *II. Scope*

*A. This policy applies to all students who meet the following criteria for eligibility for residency.*

##### *~~Eligibility for Paying Resident Tuition~~*

*~~A student must be an American citizen, refugee, immigrant, or permanent resident and meet one of the following qualifications before being eligible to pay resident tuition:~~*

- ~~1. The following applies to students under 18 years of age:~~*

- ~~a. The student's parents or legal guardians have resided within the LCC district for at least six months immediately prior to the first day of the semester.~~
- ~~b. The student is married and has resided within the LCC district at least six months immediately prior to the first day of the semester.~~
- ~~c. The student is unmarried and is recognized as "emancipated" (receives no financial support from parent or legal guardian) and has resided within the LCC district for at least six months immediately prior to the first day of the semester.~~
- ~~d. The student is enrolled under the provisions of Act 245, Public Acts of 1935, as amended by Act 371, Public Acts of 1965 (students receiving benefits under the Michigan Veterans' Trust Fund.)~~
- ~~e. The student is an employee of a business or industrial firm within the LCC district, and the employer agrees in writing to pay directly to the College all tuition and fees of the sponsored student for employer-approved classes.~~

~~2. The following applies to students 18 years of age or older:~~

- ~~a. The student has resided within the LCC district at least six month immediately prior to the first day of the semester.~~
- ~~b. The student is an employee of a business or industrial firm within the LCC district, and the employer agrees to pay directly to the College all tuition and fees of the sponsored student for employer-approved classes.~~
- ~~c. The student is enrolled under the provisions of Act 245, Public Acts of 1935, as amended by Act 371, Public Acts of 1965 (students receiving benefits under the Michigan Veterans' Trust Fund.)~~

### **III. Eligibility for Paying In-District Tuition**

*A student is eligible for In-District tuition if:*

*A. The student has established residency within the Lansing Community College district for a period of at least four consecutive months immediately preceding the student's first day of classes\*; and*

*B. The student has not lived at any other location since establishing residency within the district, except for temporary periods of absence for less than four months (e.g., for travel, temporary employment, etc.); and*

*C. The student is not present as an international student.*

*Alternatively, a student who is not an In-District resident is eligible for In-District tuition rates for classes taken while:*

- A. The student is currently enrolled in The Early College at LCC or in any high school within the LCC district; or*
- B. The student is employed by a business entity physically located in the LCC district and the employer directly pays all of the student's tuition and fees for the classes directly to the College pursuant to a written agreement; or*
- C. The student is enrolled in LCC and receiving benefits under the Children of Veterans Tuition Grant Act, MCL 390.1341 et seq.*

**IV. Eligibility for Paying In-State Tuition**

*A student is eligible for In-State tuition if:*

- A. The student has established residency within the State of Michigan for a period of at least four consecutive months immediately preceding the student's first day of classes\*; and*
- B. The student has not lived at any other location since establishing residency within the district, except for temporary periods of absence for less than four months (e.g., for travel, temporary employment, etc.); and*
- C. The student is not present as an international student.*

*Alternatively, a student is eligible for nonresident tuition if the student meets the requirements established under LCC's Veterans In-State Tuition policy [[link](#)].*

**V. Eligibility for Paying Out-of-State Tuition**

*A student is eligible for Out-of-State tuition if the student is not present as an international student.*

**VI. Eligibility for Paying International Tuition**

*A student is an international student required to pay International tuition if the student is present in the United States pursuant to any nonimmigrant visa other than an E series, G series, H series or L series visa, or if the student is a nonresident of the United States.*

*\*Note: A student who is placed for foster care or adoption with, marries, or otherwise becomes a dependent residing in the household of a person who has been residing in the specified area for the requisite period will be deemed to satisfy the residency requirement.*

**VII. Responsibility**

*The College's Registrar is responsible for preparing procedures to implement this policy.*

## Policy Development – E100 Mission, Vision, Motto (*REVIEW*)

The Board Governance Policy E100 Mission, Vision, Motto was presented with the following proposed language changes for review:

**POLICY TYPE: ENDS**

**E-100**

**POLICY TITLE: MISSION, VISION, MOTTO**

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### MISSION

~~Lansing Community College exists so that the people it serves have learning and enrichment opportunities to improve their quality of life and standard of living.~~

*“Lansing Community College provides innovative educational opportunities that empower students to become engaged and responsible global citizens and that strengthen the economic health and cultural vitality of our communities.”*

### VISION

*Serving the learning needs of a changing community.*

### MOTTO

*Where success begins.*

Dr. Prystowsky stated that during the review process, a comprehensive list of internal and external stakeholders will be engaged to determine what the College’s mission statement should be as it moves into the future. He stated that many communication tools and methods will be used to engage all stakeholders over the next five months, and a final proposed draft will be presented at the November meeting for the Board of Trustees’ consideration.

## Linkage Planning/Implementation

### Community Linkage – LCC’s Commencement Ceremony

Trustees commented on the 58th Annual Commencement Ceremony of Lansing Community College, held on May 15, 2016 at the MSU Breslin Center.

This year 632 students received their Associate Degrees, Certificates of Completion, and Certificates of Achievement. LCC’s first President, Dr. Philip J. Gannon, delivered the commencement address.

Trustee Meyer stated that in addition to LCC's commencement ceremony, he attended the Emergency Medical Technician ceremony where five medics graduated. He also attended the Early College graduation and stated both events were wonderful.

Trustee Azima stated that he attending the Nursing Pinning Ceremony and was impressed.

### **Community Linkage – Higher Learning Commission Visit**

Dr. Prystowsky stated that the communications with the Higher Learning Commission has been positive and HLC was pleased with the evidence submitted by LCC. He stated that HLC valued the Academic Senate and the Center for Data Science. He further stated that LCC is waiting for its final recommendations.

### **Community Linkage - President's Report**

President Knight presented the May 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)

### **Board Member Reports – Foundation Board Update**

Trustee Abood gave the following Foundation Board Update:

- The Foundation hosted a public reception for former LCC President, Dr. Philip Gannon prior to the LCC's commencement ceremony. The event was coordinated with LCC's HR Department so the annual Retirees Luncheon would coincide with Dr. Gannon's visit.

### **Board Members Reports – Workforce Development Board**

Trustee Proctor distributed his Workforce Development report in writing.

### **Unfinished Business**

There was no Unfinished Business.

### **Public Comment**

Ryan Loren: Ryan Loren addressed the Board regarding the LCC Parking Ramp and the safety precautions being taken while it is under construction.

Sally Pierce: Sally Pierce, President of LCC MAHE, addressed the Board regarding the MAHE Contract and FY 2016-17 budget. She stated that past wages have not kept up

with the cost of living and asked the Board to remember faculty and other employees and make employees' wages important when deliberating on the budget.

Gezelle Oliver: Gezelle Oliver, MEA Uniserve Director, addressed the Board regarding faculty wages and healthcare premium cost. She stated the current healthcare premium will become a burden to LCC's employees. She asked the Board to consider showing the college employees they care by moving from the hardcap formula.

## Closed Session

There is no Closed Session.

## Board Evaluation of Meeting

There were no Board comments.

IT WAS MOVED BY Trustee Canja and supported by Trustee Smith that a resolution be prepared and presented to the Executive Assistant to the President for her service to the college at the next Board meeting.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## 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

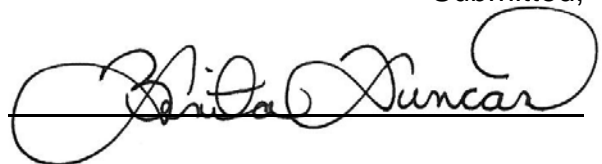
Nays: None

Absent: None

The motion carried.

The meeting adjourned at 7:54 p.m.

Submitted,

A handwritten signature in black ink, appearing to read "Azima Canja", written over a horizontal line.



May 16, 2016 Regular Board of Trustees Meeting  
Adopted Minutes

Executive Assistant to the Board  
Benita Duncan