

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
October 17, 2016

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:08 p.m.

Roll Call

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

Pledge of Allegiance

Trustee Hidalgo led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Canja and supported by Trustee Smith that the minutes of the September 19, 2016 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Trustee Meyer added Annual Financial Audit Report to Limited Public Comment regarding an Agenda Item and to the Audit Committee Report.

Limited Public Comment Regarding Agenda Items

Ms. Michelle Fowler of Rehmann Robson summarized the Single Audit Report and the Comprehensive Annual Financial Report. She stated LCC received a clean opinion for both the Financial Statement Audit and the Single Audit. She stated that the college was in a solid financial position at the end of 2016. Ms. Fowler pointed out that recording pension expenses related to GASB 68, affected the College's total net

position, but had no impact on the College's cash flows or operating budgets. She stated the \$(13.2) million change in unrestricted net position related to capital assets, the plant fund, and pension expense was offset by an increase in net position of \$2.2 million in general and auxiliary fund activities.

These reports are on file with the official Board meeting materials.

Chairman Meyer thanked the staff for its financial stewardship.

Willie Davis: Willie Davis addressed the Board regarding the Diversity and Inclusion Update agenda item. He thanked the Board for hearing what he said last month and stated that he really feels included.

Anne Heutsche: Anne Heutsche, Assistant Professor of history and lead faculty on AAC&U equity and inclusion, addressed the Board regarding the Diversity and Inclusion Update agenda item. She highlighted how the faculty and staff are working hard to collaborate and connect with each other. She stated that LCC was invited and chosen to participate in the Association of American Colleges and Universities, "Committing to Equity and Inclusive Excellence: Campus-Based Strategies for Student Success" grant. Ms. Heusche summarized the grant.

Sally Pierce: Sally Pierce, President LCC MAHE and chief spokesperson for the faculty bargaining team at LCC, addressed the Board regarding a non-agenda item. She asked the Board to put a financial proposal on the table that will fairly compensate all the faculty MAHE represents. She asked the Board to act tonight to support the individuals who serve the students at LCC.

Trustee Azima asked if Public Comments could be addressed at this time.

Public Comment

Jeff Wilson: Jeffrey Wilson addressed to the Board regarding equitable pay for the PTCTU. He stated that the current rate of pay his unit is given is not equitable for some of the positions in the unit. He said there is a high turnover rate which has resulted in nearly a total change of personnel in the unit over the last two years. He further stated that such a turnover rate adversely affects students ability to succeed. He noted that students usually interact first with personnel in his unit, but because of the high turnover rate, students are consistently dealing with different staff members rather than interacting consistently with the same individuals. He also stated there is no consistency for the faculty who depend on part time employees because of the turnover rate. Mr. Wilson stated that the PTCTU is asking that the wage scale be raised. He noted that the increase requested would only total \$198,532.92. He stated that such an amount would increase employee wages approximately \$1,400 to \$1,500 per person in their unit. He felt that was not a lot to spend to better the lives of the employees and ultimately the students.

Trustee Canja stated that she does not disagree with what has been said, because high turnover has an impact. She stated that during the time mentioned, there was an increase in the overall job market and many people may have left to get a full-time job. She also stated that because part-time employees do not qualify for full health care benefits, some personnel in the PTCTU may have left for other full-time employment that provided better benefits. She asked if a survey has been done to see why some of the part time employees left.

Ed Bryant: Ed Bryant, LCC Faculty, addressed the Board regarding equitable pay for part time employees. He stated that faculty truly value their part time support persons and lab techs because they can't teach labs or do the average things without them.

Action Items – Consent Agenda

Trustee Canja asked that item A on the consent agenda be removed for discussion.

The following items were presented under the consent agenda:

- A. ~~Approval to Appoint Coordinators for Title IX of the Education Amendment of 1972 (REMOVED)~~
- B. College Policy
 - 1. "I" Grade Policy (*REVISED*)
 - 2. Prohibited Discrimination and Harassment Policy (*REVISED*)
- C. Sole Source Justification
 - 1. Oracle America, Inc.
- D. Update of College's 2016 Campus Master Plan and FY 2018 Capital Outlay Project Request

IT WAS MOVED BY Trustee Smith and supported by Trustee Meyer that the Consent Agenda, removing the Approval to Appoint Coordinators for Title IX of the Education Amendment of 1972, be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Action Item - Approval to Appoint Coordinators for Title IX of the Education Amendment of 1972

Trustee Canja asked why the Board is being asked to appoint these coordinators.

David Fernstrum stated that the Michigan Department of Education's Office of Career and Technical Education has advised the College that its policy making body should approve the appointments of the coordinators and record the appointments in the official Board meeting minutes.

Trustee Canja asked if the coordinators were a part of the Human Resource staff.

David Fernstrum stated that one is in HR and the other is in Student Affairs.

Trustee Canja asked what type of training the coordinators go through with regards to the requirements for following up on Title IX issues and complaints.

David Fernstrum stated that both people in these positions have attended several seminars and he believes they are both being trained annually on Title IX compliance.

Trustee Canja stated that because this is a sensitive area and the college is under an obligation to quickly investigate Title IX related complaints, the coordinators have a difficult task of balancing the respective rights of the complainants and persons who become subjects of an investigation. She asked if sensitivity training goes with the Title IX training.

David Fernstrum stated that because issues arising under Title IX frequently involve allegations of sexual misconduct or assault, he believes there is sensitivity training to support both the alleged victim and the alleged perpetrator.

IT WAS MOVED BY Trustee Abood and supported by Trustee Smith that the appointments of Lori Willett as the Employee/Guest Title IX Coordinator and Christine Thompson as the Student Title IX Coordinator be approved.

Roll call vote:

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

Nays: None

Absent: None

Trustee Azima abstained from voting.

The motion carried.

Monthly Monitoring Report

Monthly Monitoring Report - Diversity and Inclusion Update

Dr. Paul Hernandez, LCC's Chief Diversity Officer, provided an update on the activities and accomplishments of the Office of Diversity and Inclusion. Documents were provided in the Board meeting materials.

Monthly Monitoring Report – Monthly Financial Statements

The financial statements of LCC's financial position for the period ending September 30, 2016 compared to the Board Approved Budget for FY 2017 were provided in the Board meeting materials for information. Page 103 of the Board meeting materials was replaced to correct the following language:

Child Care Scholarships have not recorded expenses to date. Fall 2016 semester payments are distribute to the child care providers after the first 8 weeks of the semester and are divided into two payments. The first payment of approximately ~~\$\$\$~~ \$41,700 will be disbursed in October.

Monthly Monitoring Reports – Operation 100% Student Success Update

The Operation 100% Student Success Update was provided per the Board's Student Success Resolution adopted by the Board June 20, 2016. A student success report was provided in the Board meeting materials for information.

Linkage Planning/Implementation

Community Linkage – President's Report

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

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

Dr. Lisa Webb Sharpe stated that the marketing department has a plan in place to begin a monthly newsletter of all the great things LCC is doing. The newsletter will be published in November and be distributed externally and internally.

Board Members Report – ACCT Symposium on Student Success

Trustee Proctor stated that he will provide a more comprehensive report of what he learned at the symposium at the next Board meeting.

Trustee Smith stated she attended the symposium and would like to see the materials they received from ACCT distributed to the Board and Senior Staff so the Board can partner with staff to see what the college might learn from the documents.

Board Members Report – Foundation Board Update

Trustee Abood highlighted the foundation report in the Board packet.

Committee Reports – Audit Committee Update

Trustee Meyer thanked Michelle Fowler of Rehmann Robson for coming tonight and presenting the Single Audit Report and the Comprehensive Annual Financial Report to the full Board. He thanked staff for its financial stewardship.

IT WAS MOVED BY Trustee Meyer and supported by Trustee Smith that the Annual Financial Audit Report Fiscal Year Ended June 30, 2016 be accepted.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Unfinished Business

Student Financial Literacy

During last month's discussion for approving the RFP for Default Prevention Services the administration agreed to provide the Board with information on financial literacy efforts currently provided to students. That information was provided in the Board meeting materials.

Approval of Governance Policies

Trustee Proctor asked the Board members if they had the opportunity to review the proposed amendments to the Governance Policies placed in the packet and whether they wanted to postpone the item and take it up at the next meeting.

Both Trustee Smith and Abood asked that the item be postponed until the next meeting.

There were no objections.

Public Comment

Trustee Robin Smith stated that she was surprised that Anne Heutsche's comments, on Diversity and Inclusion, were given during Limited Public Comment Regarding Agenda Items. She stated that it would have been great to have a presentation before the Board. She thanked Ms. Heutsche for the presentation.

Closed Session

IT WAS MOVED BY Trustee Abood and supported by Trustee Hidalgo that the Board go into closed session for the purpose of discussing contract labor negotiations.

Roll call vote:

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

The motion carried.

The Board entered into closed session at 8:06 p.m.

The Board returned to open session at 9:28 p.m.

Roll call:

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

Board Evaluation of Meeting

There was no Board evaluation of the meeting.

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 9:38 p.m.

Submitted,



Executive Assistant to the Board
Benita Duncan