

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
November 14, 2016

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:06 p.m.

Roll Call

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

Pledge of Allegiance

Trustee Meyer led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Canja and supported by Trustee Hidalgo that the minutes of the October 17, 2016 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Trustee Azima asked that Approval to Appoint Coordinator for Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act be removed from the consent agenda for discussion.

Limited Public Comment Regarding Agenda Items

Sally Pierce: Sally Pierce, President LCC MAHE, addressed the Board regarding the Request for Proposal for Online Tutoring Services and the Ratification of Health Care

Agreement with College Labor Coalition. She also addressed the Board regarding the parameters to settle the MAHE contract.

Jeff Lang, Jeff Lang Adjunct Associate Professor and Vice President of LCC MAHE, addressed the Board regarding the Request for Proposal for Online Tutoring Services.

Ed Bryant: Ed Bryant addressed the Board regarding the Request for Proposal for Online Tutoring Services.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. Approval to Appoint Coordinator for Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act
- B. Ratification of Health Care Agreement with College Labor Coalition
- C. Request for Proposal
 1. On-line Tutoring Services

Trustee Smith asked that the Request for Proposal for On-line Tutoring Services be removed from the Consent Agenda for discussion.

IT WAS MOVED BY Trustee Canja and supported by Trustee Smith that the Ratification of Health Care Agreement with College Labor Coalition be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Action Item – Approval to Appoint Coordinator for Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act

Trustee Azima stated that he had no objections to the person being appointed to this position. He stated that if the Board is to directly appoint individuals, the Board needs more information and involvement. He stated that he understands the legal requirements that the Governing Board approves this appointment, but feels uncomfortable and will abstain from voting.

IT WAS MOVED BY Trustee Canja and supported by Trustee Smith that the appointment of Jessica Gordon as Coordinator for Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act be approved.

Roll call vote:

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

Nays: None

Absent: None

Trustee Azima abstained from voting.

The motion carried.

Action Item – Request for Proposal/On-line Tutoring Services

Trustee Smith asked what path was taken to get to the recommendation before the board and if it was necessary for the Board to take action tonight.

Dr. Prystowsky stated that the Board approved hiring four additional fulltime tutors and the college is doing that. He stated that the college has heard directly from students for a while that the demand for real time tutoring cannot be met by the current supply. Dr. Prystowsky said that students have stated that they wait two weeks for tutoring and he feels that is too late. He stated this is the college's first attempt at getting students all the help they need. He further stated that many colleges augment their tutoring services with some kind of online tutoring.

Trustee Smith stated that she was glad to hear that additional tutors were being hired and that the online tutoring services was not in place of individuals. She stated two weeks was too late for students needing help. She asked if online tutoring was new to LCC and if LCC tutors were consulted to give their recommendations.

Dr. Prystowsky stated that he doesn't know if online tutoring is new to LCC and that the Interim Director in tutoring was fully involved in the process.

Martine Rife stated that she helped lead the evaluations of vendors that were looked at. She stated that the evaluation committee comprised MAHE members, the Customer Service Coordinator for tutoring, an LCC advisor, and LCC tutors. She stated that online tutoring is new for LCC and that she has been hearing about the shortage of tutors for 1½ years. Ms. Rife stated that she worked in the Student Commons for a short period and during that time students were waiting longer than two weeks to get tutoring. She stated there are probably 300 students waiting for tutoring and this number represents the students who come in person to receive help. She stated they want to pilot this for a year with some key courses to see how it works out. She further stated there is a desperate need for the college to have tutors available for students. Ms. Rife said that the vendor research showed that most students ask for tutors on Sunday night and LCC's Learning Commons is closed Sunday night. She stated that the popular time for student's needing tutoring is between 12:00 a.m. and 6:00 a.m.

Trustee Azima stated that he worked at the college for 39 years and online tutoring is new for LCC. He stated that the need for tutoring is true, but it has to be quality tutoring. He stated several people commented earlier and felt it important to listen to

what was said. He further stated that just because members of MAHE have been involved, doesn't mean MAHE representation. Trustee Azima stated that he'd like to hear an official response from MAHE and the Academic Senate. He stated these are critical student service issues related to student success and doesn't feel the college would lose time allowing employees who work with the students to look at the online tutoring services and make their recommendation to the Board.

Trustee Abood stated that he read the report and it looked like the committee worked hard. He asked if all the vendors were analyzed on the RFP.

Martine Rife stated that they reviewed pages of analysis and that the vendors came to campus and did demonstrations.

Trustee Abood stated that he thought the report was good and thinks it is great there are parents concerned about their children. He stated that he needed a tutor for the classes he took and always did his homework on Sunday. He further stated that when you get stuck on homework you need help right away and in today's world if you don't have online help you are not relating to the students. Trustee Abood stated that it is a great idea and doesn't think getting additional input will change the landscape of the decision.

Trustee Smith asked if this could have gone to the Academic Senate and what the criteria was for items to come before the Senate.

Dr. Prystowsky stated that he would have to think about whether this item would come before the Senate and consult with the President of the Senate. He stated that tutors served on the evaluation committee to represent the constituency. He stated that if the college gets this in time, they will have it for finals week this semester which is important. Dr. Prystowsky stated that LCC has other sites that are not full service and this helps LCC ensure that students taking classes at other sites have access to help when they need it. Dr. Prystowsky stated that it is not always easy for students in Howell or West Campus to come to main campus for help. He stated that he hears the points being raised, but when you sit in a room and hear the frustration of students who need help and can't get it, it's difficult to tell them they have to wait. He further stated this is about student success and getting students the help when they need it.

Trustee Azima stated that he was not opposing the idea, but was in full support of it. He stated this is probably one of the best vendors there is, but the point he is trying to make is that you buy a lot of good will by empowering employees to have a voice and have input. He further stated that it is not about the science, but about the art of how you implement ideas. He asked if the college wanted to empower employees by engaging them and therefore buying their support and success of the program or does the college want to circle around them because it needs a solution now.

Trustee Canja stated that after listening to Ms. Rife and Dr. Prystowsky she is very impressed with the work done to choose this particular vendor and is convinced that the selection process was good.

IT WAS MOVED BY Trustee Canja and supported by Trustee Abood that the RFP for Online Tutoring Services be approved.

Trustee Proctor asked if there were any further discussion.

Trustee Hidalgo stated that he appreciates all that the staff is doing on Operation 100%. He stated that it is disingenuous if the Board doesn't approve the RFP, after stating it would support Operation 100% and therefore would be in favor of the motion.

Trustee Smith concurred that she was in favor of the motion and suggested that the Academic Senate be brought up to date on how successful the pilot was and the benefits. She stated that when there are opportunities, it would be beneficial for items to come before the Academic Senate.

Trustee Meyer stated that he likes the 24/7 service. He stated that the students who are embarrassed to ask for help, are the ones the college must reach out to and the online tutoring services would be critical for them. He further stated that students are high tech and way ahead of us. Trustee Meyer said it's a win-win for the college and is in support.

Trustee Meyer called for the question.

Roll call vote on call for the question:

Ayes: Canja, Meyer, Abood

Nays: Hidalgo, Azima, Smith, Proctor

Absent: None

The motion failed.

Discussion continued.

Trustee Azima stated that if the administration can promise to work collaboratively on how to evaluate this service he'd be willing to vote yes, provided that a structure goes into place and there is continued review.

Trustee Abood stated that the committee members were chosen, worked hard and made an objective decision. He stated that he is concerned that the Board is undermining the work that the evaluation committee did by stating something should have been done differently.

Trustee Azima stated that because the college has worked really hard to put a collaborative process in place, employee input is important.

Trustee Proctor stated this is a one year contract subject to renewal for a 4-year period thereafter. He stated that he assumes that each year there will be assessment on whether it's worthy of renewing.

Dr. Prystowsky replied yes to Trustee Proctor's statement and stated he had assumed people would know the college would evaluate this like everything else that is evaluated to see if it's working. He also stated that he is part of the Senate and has no problem working with the Senate, but would not promise exclusivity on the evaluation because others might need to be involved on the evaluation.

Chair Proctor called for a roll call vote on the main motion moved by Trustee Canja and supported by Trustee Abood.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Monthly Monitoring Report

Monthly Monitoring Reports – Federal Agenda for 2017

The 2017 Federal Agenda proposal was presented for information.

Monthly Monitoring Reports – Strategic Plan Year 3 Status Report

The Strategic Plan Year 3 Status Report was provided to the Board for information.

Policy Development

Policy Revision – Governance Policy E-100 Mission, Vision, Motto (REVISED)

The Board was presented with a revised Lansing Community College Mission Statement. Over the preceding five months, three Mission Statements were presented to various community stakeholders at numerous locations throughout the region. Each distinct theme within each Mission Statement was reviewed. The proposed Mission Statement before the Board represents the highest supported themes in aggregate, as reviewed and revised by the Executive Leadership Team. The proposed policy revision will be submitted next month for Board approval.

Linkage Planning/Implementation

Community Linkage – President's Report

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

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

Board Member Report – ACCT Updates

Trustee Proctor provided a written summary on the ACCT Symposium he attended during the ACCT Leadership Congress.

Board Member Report – Foundation Board Update

Trustee Abood stated that the Foundation Report was provided in the packet.

Committee Reports – Audit Committee Update

Trustee Meyer gave the following Audit Committee Update:

- The Audit Committee met to approve Trustee expenses from the ACCT Leadership Congress.

Unfinished Business

There was no unfinished business.

Public Comment

Jeff Janowick: Jeff Janowick, President of the Academic Senate addressed the Board to update the Board on the activities of the Academic Senate. He stated this year they are trying to be more proactive with fulfilling some items listed in their charter. He stated this year the Senate has tried to get their two students members more involved and the Senate is trying to address the unique set of needs that the adjunct faculty have. Mr. Janowick thanked the leadership of the college and the Board for its role in helping to make the Senate a collaborative partner. He stated that the Senate is happy to participate in helping to make LCC successful.

Eva Menefee: Eva Menefee addressed the Board to inform them on the events the Native American Student Alliance planned for Native American Heritage Month this November.

Giselle Oliver: Giselle Oliver, MEA representative, addressed the Board regarding the part-time technical and clerical agreement.

Ed Bryant: Ed Bryant addressed the Board regarding the part time staff that helped to make the STEMfest successful.

Closed Session

IT WAS MOVED BY Trustee Smith and supported by Trustee Abood to go into Closed Session for the purpose of conducting the President's evaluation.

The Board entered closed session at 7:50 p.m.

The Board returned to open session at 8:27 p.m.

Roll call:

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

Absent: None

Board Evaluation of Meeting

There were no Board comments.

Adjournment

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

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

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 8:30 p.m.

Submitted,



Executive Assistant to the Board
Benita Duncan