

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
April 17, 2017

**Regular Meeting**  
Adopted Meeting Minutes

## Call to Order

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

## Roll Call

Present: Abood, Buck, Hidalgo, Mathews, Meyer, Proctor, Smith  
Absent: None

## Pledge of Allegiance

Trustee Mathews led the Pledge of Allegiance.

There was a video presentation celebrating LCC's 60th anniversary.

## Approval of Minutes

IT WAS MOVED by Trustee Buck and supported by Trustee Smith that the minutes of the March 20, 2017 Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Buck, Smith, Meyers, Abood, Mathews, Proctor  
Nays: None  
Absent: None

Trustee Hidalgo abstained from voting.

The motion carried.

## Additions/Deletions to the Agenda

The following corrections were made:

- Dr. Prystowsky asked that the Sabbatical Request Leave letters for Christopher Manning, Jill Reglin, and David Schwinn be corrected to read;  
*"...for a sabbatical leave during the Spring semester of 2018."*
- Dr. Sharpe asked that the lease agreement between LCC and Clinton County Regional Education Services Agency be corrected to read;  
*"...LCC leases 7,928 square feet of office space and classroom space to support off-campus learning activities."*

## Limited Public Comment Regarding Agenda Items

There were no Limited Public Comments Regarding Agenda Items.

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. 2017 – 18 Sabbatical Leave Request
- B. Change Order Transmittal
  - 1. Clinton County Regional Education Service Agency
  - 2. WFF Facility Services
- C. Cooperative Purchase
  - 1. West Campus Classroom Upgrades
- D. Dean of Student Success Position Request
- E. No Bid Justification
  - 1. JPMorgan Chase-Paymentech
- F. Ratification of CC Capitol City Labor Program (CCLP) Collective Bargaining Agreement
- G. Request for Proposal
  - 1. Campus-Wide Mechanical/Plumbing/HVAC Contractors Maintenance Services
  - 2. Campus-Wide Painting Contractors Maintenance Services
  - 3. Campus-Wide Roofing Contractors Maintenance Services

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

Roll call vote:

Ayes: Meyer, Buck, Abood, Smith, Proctor, Hidalgo, Mathews

Nays: None

Absent: None

The motion carried.

## Monthly Monitoring Report

The following Monitoring Reports were presented:

- 1. Monthly Financial Statements
- 2. Student Success Commitment Update

## Linkage Planning/Implementation

### Community Linkage – President’s Report

President Knight presented the April 2017 President’s report to the Board.

Dr. Knight recognized the LCC Chapter of American Marketing Association for being awarded the ‘Top Five Small Chapters of the Year’ title during the awards banquet, at the 39<sup>th</sup> Annual AMA International Collegiate Conference.

LCC AMA Members:

Jeffrey MacCowan, President  
Bruce Terry, Jr., VP of Communications  
Tessa Littleworth, member  
Spencer Leach, member  
Edna Frenchwood, member

### Chair’s Report - President’s Contract

IT WAS MOVED BY Proctor and supported by Trustee Mathews that the Board of Trustees of Lansing Community College resolves as follows:

WHEREAS, the Board of Trustees has carefully reviewed Dr. Knight’s performance as President and CEO of Lansing Community College and fully supports his vision and successful leadership in working with the Board, administration, faculty and staff to transform and strengthen the College and improve its service to students; and

WHEREAS, the Board desires to continue to employ Dr. Knight, and Dr. Knight desires to continue to be employed by the Board;

NOW THEREFORE, BE IT RESOLVED, that the President’s SECOND RESTATED AND AMENDED EMPLOYMENT AGREEMENT be amended as follows and that legal counsel be directed to draft an amended agreement with these changes for execution by the parties:

1. The term of the President’s employment shall be extended through June 30, 2021.
2. Language shall be added to Section 1.4 of the Employment Agreement emphasizing that the reasons for requiring the President to live on campus include facilitation of the President’s attendance at campus events and responding to on-campus emergencies that warrant his personal attention.
3. Section 4.4 of the Employment Agreement shall be amended to have the College pay premiums for long term care insurance coverage in lieu of College-paid disability insurance coverage, subject to the current annual cost limitation of \$5,000.00.

Roll call vote:

Ayes: Abood, Meyers, Proctor, Hidalgo, Buck, Mathews, Smith

Nays: None  
Absent: None

The motion carried.

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

Trustee Bucked stated that the Foundation Report was include in the Board meeting materials. He announced and congratulated Jane Aldrich as the 2017 Distinguished Alumna Award winner.

### **Committee Reports – MCCA Board Report**

Trustee Proctor stated that he and Dr. Knight attended the MCCA Spring Board of Directors meeting at Jackson College. He stated that the focus of the discussion was about career technical education.

### **Unfinished Business**

Trustee Proctor stated that Monitoring Report Schedule for the Board's adopted End Statements will be submitted for approval at next Board meeting.

### **Public Comment**

Jeffrey MacCowan & Bruce Terry Jr.: Jeffrey MacCowan and Bruce Terry, LCC AMA Members, thanked the President and the Board for allowing them to speak. They thanked Devon Bradley for providing them partnership with the AMA and giving them enhanced professional development experience in public relations. They thanked their advisor Bill Motz, Adrienne Jenkins and Doug Klein. They further thanked the LCC AMA members, partners, sponsors and affiliates of the club. Mr. MacCowan and Terry highlighted some of the AMA's annual events and the International Collegiate Conference.

Kent Wieland: Kent Wieland, Associate Dean of Business, Communications and the Arts, addressed the Board to recognized Doug Klein for being instrumental in the success of the LCC Chapter of American Marketing Association.

Jeff Janowick: Jeff Janowick addressed the Board regarding the Open Education Resources. He stated that 50 faculty members are now using OER and that the college has saved students more than \$300,000. He stated that it has succeeded because of the partnership between faculty and administration. He encouraged everyone to look at the success of OER and the amazing things they've accomplished from working together. Mr. Janowick stated that OER's are free to students, but somebody puts those resources together, implements them into their classes, and does the work to make it happen, which cost money and time. He stated that the college must continue to think about the resources to grow this effort to make it more successful than it already is.

Ed Bryant: Ed Bryant addressed the Board regarding the volunteers at the MSU Science Festival. He stated that it was a wonderful outreach event. He also mentioned the LCC student StarScapes Innovation & Creativity Showcase coming up April 18 & 19.

Linda Toomey: Linda Toomey, Marketing Coordination at LCC addressed the Board to state what LCC means to her. She stated that as a fresh grad from Michigan State she turned to LCC for education in specialized marketing areas not covered with her bachelors. She stated that later LCC represented opportunity when she accepted a position on the marketing team as a marketing coordinator. She further stated that LCC was not only where she worked, but had turned into a passion. Ms. Toomey stated that with one child entering high school, she found herself educating and recommending LCC's early college and other programs to parents at various school functions. She stated she was further inspired by President Knight and Dr. Prystowsky on what LCC's campus offers, student success and other institutional missions. She stated this fueled a desire to earn her Master's Degree in Organizational Leadership from Siena Heights University. She further stated that now with her degree she is interested in helping build a healthy work environment and had been working to bring a speaker to campus to discuss how to handle difficult work situations in the workplace such as bullying and other personality conflicts. Ms. Toomey stated that during her time at LCC she was fortunate to play a role in earning LCC the Gold Paragon from the National Council for Marketing and Public Relations for a Manufacturing brochure. She thanked the board for its mindful planning and providing a strategic plan which serves as a compass for everyone here at the college. She stated that she has been fortunate to experience many facets of LCC and will miss her LCC family as she moves on to accept a position with McLaren Greater Lansing as Marketing Manager. She closed by stating that LCC is the place to be, for education, opportunity, and achievement. She thanked the college for its guidance and the opportunity to shine and be a part of LCC family.

## **Closed Session**

There was no Closed Session.

## **Board Evaluation of Meeting**

There were no Board comments.

## **Adjournment**

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

Ayes: Buck, Proctor, Abood, Hidalgo, Mathews, Meyer, Smith

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 7:18 p.m.

Submitted,



Executive Assistant to the Board  
Benita Duncan