

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
January 22, 2018

**Regular Meeting**  
Adopted Meeting Minutes

## Call to Order

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

## Roll Call

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

## Pledge of Allegiance

Trustee Proctor led the Pledge of Allegiance.

## Approval of Minutes

IT WAS MOVED BY Trustee Buck and supported by Trustee Mathews that the minutes of the December 18, 2017 Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Abood, Mathews, Proctor, Hidalgo, Meyer, Buck, Smith  
Nays: None  
Absent: None

The motion carried.

## Special Recognition

A special recognition was giving by Trustee Robert Proctor due to the passing of former Trustee Shirley Rodgers, who served as an LCC Trustee from 1981 – 1993:

*“On Saturday, January 13, 2018, Joan Bauer and I were walking together from a parking lot to the Pattengill school auditorium to attend the Celebration of Life for Shirley M. Rodgers. As we walked and talked about how we each had come to know Shirley, Joan asked me how I would describe her. After Joan offered her reflections on how best to describe Shirley, I submitted my one-word description “PRINCIPLED”. Since then I have given considerable thought to my years of interacting with Ms. Rodgers and how I came to view her. I now use different words that also describe the Shirley M. Rodgers I knew. Those words are: “She Spoke Truth to Power.”*

*I will share with you what I mean by those words in a moment, but first let me mention Shirley's contributions to the greater Lansing community and her commitment to living a life dedicated to making this world a better place. Shirley was 69 when she passed. She was a graduate of Michigan State University and a Spartan through and through. Having spent time with Shirley during the 1988 Rose Bowl trip and having her join my wife and me in traveling to the 1989 Gator Bowl, I think I know a little bit about the depth of her love for MSU that extended beyond sports. Shirley's resumé includes service as one of the early presidents of the Michigan State University Black Alumni Association.*

*After graduating from MSU, Shirley became an employee of the Lansing School District. She retired from the district after 30 years of dedicated service which included serving as the administrative assistant to the deputy superintendent for support services and as a supervisor in the payroll department. A few years after her retirement from the school district Shirley was elected to the board of education of the Lansing school district. She served on the school board from 2007 to the time of her death. Her colleagues on the school board held in such high esteem that they elected her as president of board and later as treasurer.*

*Shirley's service to her community was extensive. She was a true public servant. She served on the Tri-County Regional Planning Committee, the City of Lansing Public Service Advisory Board, and the Ingham County Road Commission. Ms. Rodgers also served on the State Council for Vocational Education, the Greater Lansing Martin Luther King, Jr. Holiday Commission and the HIV/AIDS Task Force for People of Color. During her life, Shirley received numerous awards, recognitions and tributes, including Zeta of the year from her sorority Zeta Phi Beta, being listed in Who's Who Among Black Americans, Michigan State University Black Alumni Association's Distinguished Alumni Award, Governor's Award for Outstanding Local Elected Official.*

*The Lansing School Board was not the first elective position held by Shirley. In 1981 Ms. Rodgers was elected to the Lansing Community College Board of Trustees becoming the first black person to serve on the board. She served for 12 years. It was therefore just natural I sought her advice and guidance when I decided to run for the LCC board in 2003. Shirley was one of my two mentors respecting how I should comport myself as an elected official. Some of the conversations I had with Shirley were about her service and experiences as an LCC trustee. It was not always a bed of roses, but the one thing this community came to count on was a principled Shirley Rodgers who was not afraid to speak up when things were not right. She spoke truth to power while serving on the LCC board, while serving on the Ingham County Road Commission, and while serving on the Lansing Board of Education. As Lansing City Council member and former Lansing School Board member recently wrote. Shirley was a person of uncompromising convictions; she was a fierce advocate for fairness. While the courage of her convictions and her bravery to do what she thought was right did not always endear her to the media and politicians, the electorate and those who worked with her loved her."*

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

The following additions/deletions were made to the agenda:

## Limited Public Comment Regarding Agenda Items

Lisa Webb Sharpe: Dr. Sharpe introduced Bentrelle Carroll as the New Compliance Director at LCC. She also announced that Google has decided to host their next “Grow with Google” event at Lansing Community College, March 9 – 10, 2018.

Jim Luke: Jim Luke, Professor of Economics, addressed the Board regarding the Intellectual Property Policy revision on the meeting agenda. He stated that as a project champion for the Open Learning Lab, this policy is important to the open learning culture at the college. He thanked the Board and urged for the policy’s approval.

John Claude Howd: John Howd, an LCC history student, asked the Board to explain the Intellectual Property Policy.

Trustee Abood explained that the policy is a provision that allows for the determination of who owns what depending on the creator. He stated that the policy language is in the Board meeting materials.

## Monthly Monitoring Report

A Fire Science recruitment video was shown to the Board as part of the Monthly Monitoring Reports. (E103 - Community Impact)

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. Cooperative Purchase
  - 1. Classroom Audio & Media Upgrades
- B. College Policy
  - 1. Intellectual Property Policy (*REVISED*)
- C. Request for Proposal
  - 1. Campus-Wide Electrical Maintenance & Repair Services

IT WAS MOVED BY Trustee Buck and supported by Trustee Proctor that the Consent Agenda be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## Monthly Monitoring Report

The following Monthly Monitoring Reports were presented:

1. 2018 – 19 Course Fee (E102 - Quality of Education)
2. Academic Success Coach Data (E105 – Student Success)
3. C3R and Various other K-12 Transition Programs (E105 – Student Success)
4. Fall Retention Data and Voluntary Framework of Accountability (VFA) 6-year Completion Rates (E104 – Community Impact, Highly Educated Community and E105 – Student Success)
5. Monthly Financial Statements (EL203 – Financial Condition, EL204 – Asset Protection and EL205 - Compensation and Benefits)
6. Over \$100K Purchasing Report (E103 – Community Impact)

Trustee Abood and Buck asked, regarding the Academic Success Coach Data, if they could get information based on a student's standing (ex: freshman vs sophomore).

## **Policy Development**

### **College Policy Review Committee Update**

Trustee Proctor stated the members of the Policy Review committee:

1. Trustee Robert Proctor, Committee Chair
2. Benita Duncan
3. Dr. Lisa Webb Sharpe
4. Elaine Pogoncheff

Trustee Proctor gave the following updates:

- The first committee meeting is Friday, January 26, 2018.
- The committee will be reviewing 83 policies with the charge of reviewing each policy to determine what policies are actually Board policies and which policies are procedures that carry out a policy.
- The focus will be to follow the model of what and why.

## **Linkage Planning/Implementation**

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

President Knight presented the January 2018 President's report to the Board.

## **Chair's Report - Conflict of Interest Disclosure Statements**

Trustee Abood reminded the Trustees that their Conflict of Interest Disclosure Statements are due to the Executive Assistant to the Board.

## **Chair's Report - Update and Resolution for Developmental Education**

IT WAS MOVED BY Trustee Proctor and supported by Trustee Smith that the following preamble and resolution be adopted.

*The Board of Trustees of Lansing Community College resolves as follows:*

*WHEREAS, administration, faculty and staff of Lansing Community College have demonstrated great commitment to achieving higher levels of student success; and*

*WHEREAS, administration, faculty and staff of Lansing Community College have worked diligently at improving courses and programs of study, and embracing efforts to enhance student support through instructional assistance, tutoring, academic advising, counseling and success coaching; and*

*WHEREAS, substantial numbers of students entering community colleges across the nation and at LCC are deemed inadequately prepared for direct and unassisted entry into college-level courses; and*

*WHEREAS, such students too frequently expend substantial resources, incur substantial debt and use their once-in-a-lifetime college opportunity without earning sufficient college credits to make a real difference in their lives; and*

*WHEREAS, some leading community colleges across the country have experimented with alternatives to traditional developmental education models and created new models that accomplish substantial improvement in student retention, student persistence and student success, while reducing student investments of time and money; and*

*WHEREAS, data-driven analysis of highly successful models through the joint efforts of Achieving the Dream, American Association of Community Colleges, Charles A. Dana Center of the University of Texas, Complete college America, Education Commission of the States, and Jobs for the Future have identified a set of core principles to guide community colleges in transforming remediation and radically improving student outcomes and equity in education; and*

*WHEREAS, the Board of Trustees of Lansing Community College believes that our administration, faculty and staff have the expertise and commitment to successfully implement those core principles to benefit our students; now therefore*

*BE IT RESOLVED that Lansing Community College hereby adopts the six Core Principles for Transforming Remediation within a Comprehensive Student Success Strategy, a Joint Statement by Achieving the Dream, American Association of Community Colleges, Charles A. Dana Center of the University of Texas, Complete college America, Education Commission of the States, and Jobs for the Future(the "Six Core Principles"):*

*Principle 1. Every student's postsecondary education begins with an intake process to choose an academic direction and identify the support needed to pass relevant credit-bearing gateway courses in the first year.*

*Principle 2. Enrollment in college-level math and English courses or course sequences aligned with the student's program of study is the default placement for the vast majority of students.*

*Principle 3. Academic and nonacademic support is provided in conjunction with gateway courses in the student's academic or career area of interest through co-requisite or other models with evidence of success in which supports are embedded in curricula and instructional strategies.*

*Principle 4. Students for whom the default college-level course placement is not appropriate, even with additional mandatory support, are enrolled in rigorous, streamlined remediation options that align with the knowledge and skills required for success in gateway courses in their academic or career area of interest.*

*Principle 5. Every student is engaged with content of required gateway courses that is aligned with his or her academic program of study—especially in math.*

*Principle 6. Every student is supported to stay on track to a college credential, from intake forward, through the institution's use of effective mechanisms to generate, share, and act on academic performance and progression data.*

*BE IT FURTHER RESOLVED that the President is directed to take all steps necessary to implement the Six Core Principles at LCC as expeditiously as possible, working cooperatively with faculty and staff and their representatives, with the goals of initiating first steps of implementation beginning in August, 2018, and achieving substantial completion of implementation by August, 2020;*

*BE IT FURTHER RESOLVED that the President is directed to take all steps necessary, as expeditiously as possible, to improve equity at LCC by supplementing or replacing current student placement methods with multiple measurements intended to substantially increase the number of incoming students allowed to take gateway English and math courses during their first year of enrollment and by redeploying faculty and staff resources as appropriate to enable under-prepared students to succeed in such courses;*

*BE IT FURTHER RESOLVED that the President is directed to seek input from the Academic Senate, leaders of the academic divisions, faculty, staff and other interested constituencies, to obtain their recommendations concerning operational and curricular changes to be made in achieving prompt and effective implementation of the Six Core Principles at LCC;*

*BE IT FURTHER RESOLVED that steps toward implementation comply with governance principles established by the Higher Learning Commission and the College's collective bargaining agreements;*

*BE IT FURTHER RESOLVED that the Board intends to honor the President's commitment that implementation of the Six Core Principles be accomplished without causing loss of employment opportunities or reduction in pay rates for current faculty or staff;*

*BE IT FURTHER RESOLVED that the President is authorized to engage in collective bargaining with the representatives of any employees who may be impacted by implementation of the Six Core Principles;*

*BE IT FURTHER RESOLVED that the President is directed to recommend metrics and performance targets to assess progress in implementing the Six Core Principles and to measure the impact on student enrollment, student persistence and student success, and to report on such progress and impacts at least three times during each fiscal year, beginning in August, 2018;*

*NOW, THEREFORE, BE IT FURTHER RESOLVED that the President is directed to make a report to the Board about progress made on the foregoing at or before the first meeting of the Board in June, 2018.*

Trustee Buck stated that in the first BE IT FURTHER RESOLVED, he wants to make sure it is understood by the administration that the Board is directing them to work cooperatively with faculty and staff and their representatives. He stated that it is important to the Board that the faculty and staff have input on this.

Trustee Smith stated that it is egregious to know that our students are spending their Pell grant, their parent's money or their spouse's money on classes that have no credits. She stated that we should look at this as a redesign of how developmental education is delivered.

Trustee Hidalgo read:

*WHEREAS, administration, faculty and staff of Lansing Community College have demonstrated great commitment to achieving higher levels of student success; and*

*WHEREAS, administration, faculty and staff of Lansing Community College have worked diligently at improving courses and programs of study, and embracing efforts to enhance student support through instructional assistance, tutoring, academic advising, counseling and success coaching; and*

Trustee Hidalgo stated that he is always bragging about the faculty and staff at LCC and thinks where LCC has come in the last few years in helping students has been awesome. He stated that he sees this as an empowering document that states to faculty and staff that the Board wants them to work with the administration. Trustee Hidalgo stated that if LCC is not the best at what it is currently doing, he wants the staff to tell the Board what it will take to get LCC there. He stated that the faculty and students are great and appreciate what they do.

Trustee Abood stated that in the first BE IT FURTHER RESOLVED where it states completion of implementation by August, 2020; it is never too late to do the right thing. He stated that moving forward, LCC cannot continue to do what it's doing. He further

stated there is no excuse when you know something is wrong, but continue to do it. Trustee Abood stated that he expects significant implementation of these goals by the fall of 2018.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

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

Trustee Meyer stated that Audit Committee met January 8, 2018 to review the budget process. He stated that the Board will receive forecast numbers and the changes needed to make a decision on tuition early.

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

Trustee Buck highlighted the Foundation Board report in the Board packet.

## **Unfinished Business**

There was no Unfinished Business.

## **Public Comment**

Regina Gong: Regina Gong, OER Project Manager, addressed the Board regarding the OER funds awarded by the Board in 2017. She stated that the total award amount for the 1st round of applications is \$39,600. The anticipated textbook savings for our students for the courses that received the OER award is \$463,504 for an academic year (fall 2018, spring 2019, summer 2019).

Mark Kelland: Mark Kelland, Psychology Professor, addressed the Board regarding Open Educational Resources. He stated that at the kickoff, Dr. Knight stated that he would like to see an OER level in courses at 50%. Mark stated that the Psychology program is at 76%.

## **Closed Session**

There was no Closed Session.

## **Board Evaluation of Meeting**

There were no Board comments.

## Adjournment

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

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

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 7:46 p.m.

Submitted,



Executive Assistant to the Board  
Benita Duncan