

LANSING COMMUNITY COLLEGE

February 19, 2018

Regular Meeting Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:04 p.m.

Roll Call

Present: Abood, Buck, Mathews, Meyer Proctor, Smith

Absent: Hidalgo

Pledge of Allegiance

Trustee Meyer asked for a moment of silence for former Board of Trustee member Dorothy D. Jones who passed away last week. Ms. Jones served as a Lansing Community College Trustee from 1993 – 1999.

Trustee Mathews led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Smith and supported by Trustee Buck that the minutes of the January 22, 2018 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Trustee Smith asked that the Change Order for BCI Qualified Suppliers be removed from the consent agenda for discussion.

Special Recognition

Trustee Angela Mathews did a black history presentation on Elizabeth Jennings Graham.

Limited Public Comment Regarding Agenda Items

There were no limited public comments regarding agenda items.

Action Items – Consent Agenda

The following item was presented under the consent agenda:

- A. 2018 – 19 Course Fees
- B. Change Order
 - 1. ~~Business & Community Institute (BCI), Qualified Supplier – Instructor Pool (REMOVED)~~
- C. Lease Agreement between Lansing Community College and City of Lansing

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

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Action Items – Change Order for BCI Qualified Supplier Instructor Pool

Trustee Smith asked for information regarding the requested change order increase of \$2,540,000.

Bo Garcia stated that BCI has had a 20 to 30% increase in sales. He stated that additional funds will help to support the increase in business sales, a diversified product line, and moving into new territory.

IT WAS MOVED BY Trustee Smith and supported by Trustee Buck that the Change Order for the Business & Community Institute (BCI), Qualified Supplier – Instructor Pool be approved.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Monthly Monitoring Report

Monthly Monitoring Report – Highlights of Dr. Kay McClenney’s Presentation to Campus

A report highlighting Dr. Kay McClenney’s presentation to the campus focusing on student success and developmental education was presented with the Board meeting materials. The report states that practices that use to help students get college-ready are no longer working. Eliminating the traditional developmental pathway for placing students directly into college-level work, but requiring additional, embedded academic support improves results. These support models often include tutoring, an intensive refresher or seminar to get students’ skills up to speed before or at the beginning of the semester, boot camps, supplemental instruction, or some other creative solution.

Since Dr. McClenney’s visit, the College has established an Embedded Academic Support Planning Committee. This committee met in early February and will continue to have regular meetings to move forward on the Six Core Principles for Transforming Remediation within a Comprehensive Student Success Strategy, adopted by the Board at the January 2018 meeting.

Monthly Monitoring Report Monthly Financial Statements

The monthly financial statements and summary for the period ending January 31, 2018 were presented for information.

Monthly Monitoring Report – Tutoring Services Update

An update was provided on Brainfuse Online Tutoring, the Learning Commons.

Monthly Monitoring Report - Two Year Financial Forecast

The administration provided a financial forecast for FY2018 and FY2019 for information.

Policy Development

Trustee Proctor gave the following updates:

- The policy committee met February 9 to begin its review of the Human Resources college policies. Ann Kroneman, the Executive Director of HR and JR Beauboeuf, Director of Risk Management and Risk Assessment attended because of the content matter pertaining to the policies.
- The committee is currently reviewing 21 HR polices. The next scheduled meeting is February 23, 2018.

Linkage Planning/Implementation

Community Linkage – President’s Report

President Knight presented the February 2018 President’s report to the Board.

Committee Reports – Audit Committee Update

The Audit committee met February 5, 2018 to approve minutes and review the Internal Risk Assessment by Baker Tilly.

Board Member Reports – Foundation Board Update

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

Unfinished Business

There was no Unfinished Business.

Public Comment

Gezelle Oliver: Gezelle Oliver addressed the Board regarding the Strategic Planning Sessions. Ms. Oliver thanked the Board for being able to attend one of the Strategic Planning Sessions. She stated that many of the part time employees did not feel valued because they did not have access to attend the strategic planning sessions unless they did it on their own time. She stated that she hoped in the future, the college would find a way to help Part Time employees be a part of the process.

Dr. Lisa Webb Sharpe stated that Eva Menefee expressed the same concern at their labor coalition meeting. She stated that a video tape and the data from the Friday sessions were available on the LCC website for those who could not attend. She stated those employees who could not attend could also fill out forms to provide input and see how their colleague’s group sessions went. Dr. Sharpe stated the college worked hard so everyone could participate.

Ed Bryant: Ed Bryant addressed the Board regarding the Strategic Planning sessions. Mr. Bryant stated that the college can find resources for other things, but not resources for part time employee to come in on their own time. He stated that the college must figure out ways to encourage part time employees and make them feel invested.

Eva Menefee: Eva Menefee addressed the Board regarding the Strategic Planning sessions. Ms. Menefee stated that strategic planning means everyone should be involved, including student employees. She stated that everybody has something to contribute to the strategic direction of the college. Ms. Menefee said she was grateful to

be able to view the video of the sessions she could not attend, but it was not the same interaction as being able to sit at a table with your colleagues.

Closed Session

There was no Closed Session.

Board Comments

Trustee Abood stated that several of the Trustees traveled to Washington, D.C. to attend the ACCT National Legislative Summit. He said the college can be proud of Dr. Sharpe, Toni Glasscoe and Dr. Knight on how they represented the college. He said that Dr. Knight very well-known and respected across the country. Trustee Abood further stated that they had the opportunity to visit Senator Debbie Stabenow, Senator Gary Peters, Congressman Paul Mitchell, Congressman Tim Walberg, Congressman Mike Bishop and Representative Dingell.

Trustee Proctor stated they also met with heads of different agencies.

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

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


Nays: None

Absent: Hidalgo

The motion carried.

The meeting adjourned at 7:30 p.m.

Submitted,



Executive Assistant to the Board
Benita Duncan