

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
September 24, 2018

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:05 p.m.

Roll Call

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

Absent: Meyer

Pledge of Allegiance

Trustee Buck led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Smith and supported by Trustee Buck that the minutes of the June 16, 2018 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

Nays: None

Absent: Meyer

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Trustee Smith asked that a request for an ACCT Lifetime Membership be added for approval under the Chair's report.

Limited Public Comment Regarding Agenda Items

There were no public comments

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. Capital Project Funding Request
- B. Certification of Michigan Public Act 265 of 2018, Section 230 of the Education Omnibus Appropriations for FY 2019
- C. College Policies
 - 1. Academic Progress (*ELIMINATE*)
 - 2. Academic Records (*REVISED*)
 - 3. Academic Standing (*REVISED*)
 - 4. Approval of New Courses and Programs (*REVISED*)
 - 5. Assessment of Student Learning Outcomes (*REVISED*)
 - 6. Attendance (*REVISED*)
 - 7. Canceled Classes (*REVISED*)
 - 8. Classroom and Laboratory Visitor (*REVISED*)
 - 9. Course Withdrawal (*ELIMINATE*)
 - 10. Credit for Previously Acquired Knowledge and Learning Experience (*REVISED*)
 - a. Acceptance and Evaluation of Transfer Credits from Other Institutions of Higher Education (*ELIMINATE*)
 - b. Credit by Examination (*ELIMINATE*)
 - 11. Late Enrollment for Face-to-Face Classes (*ELIMINATE*)
- D. No Bid Purchase Order
 - 1. Midwest Collaborative Services
- E. Request for Proposals
 - 1. Local and Federal Lobbyist Services

Trustee Proctor requested to give an overview of the College Policies before the Board for review.

IT WAS MOVED BY Trustee Smith and supported by Trustee Abood that the Consent Agenda, removing the College Policies, be approved.

Roll call vote:

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

Nays: None

Absent: Meyer

The motion carried.

Action Item – College Policies

IT WAS MOVED BY Trustee Proctor and supported by Trustee Hidalgo that the College Polices presented for action be approved.

Roll call vote:

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

Nays: None

Absent: Meyer

The motion carried.

Monthly Monitoring Report

The following Monitoring Reports were presented:

- A. 2018 Five-Year Capital Outlay Plan and FY 2020 Capital Outlay Project Request
- B. Monthly Financial Statements
- C. Over \$100K Board Report
- D. Update on Board Goals and Expectations
 1. E101 Access
 2. E102 Quality of Education
 3. E105 Student Success

Monthly Monitoring Report - Update on Developmental Education Resolution

Provost Elaine Pogoncheff provided an update to the Board on the Developmental Education Resolution. The next stage of design and implementation is focused on college-level courses, especially multi-section, high-enrollment gateway courses. The college has asked academic programs to identify the embedded academic supports that make the most sense for their discipline and courses. The college is also moving forward with integration of IT systems to facilitate collaboration and communication between faculty, academic success coaches, academic advisors and others. Additionally, LCC is focused on working with the web team to update and improve student “self-help” pages for friendly design and ease of navigation.

Policy Development

Trustee Proctor presented the following policies being forwarded by the Policy Committee as a first read. The committee will be forwarding these policies for approval at the September Board meeting.

1. Academic Amnesty (*REVISED*)
2. Academic Dishonesty (*ELIMINATE*)
3. Auditing Courses (*ELIMINATE*)
4. Credit and Non-Credit Courses (*ELIMINATE*)
5. Dual Enrollment Program (*REVISED*)
6. Home School (*ELIMINATE*)
7. Special Admissions (*ELIMINATE*)
8. Due Process (*REVISED*)
9. Eligibility for In-District, In-State, Out of State or International Tuition (*REVISED*)
10. Ethics and Standards of Conduct for Students (*NEW*)
11. General Education Core Curriculum (*ELIMINATE*)
12. Granting of Additional Associate Degrees (*REVISED*)
13. I Grade (*ELIMINATE*)
14. No Show (NS) Grade (*ELIMINATE*)
15. Prerequisites (*ELIMINATE*)
16. Program Effectiveness (*REVISED*)
17. Using a Course More than once for Credit toward a Degree or Certificate (*ELIMINATE*)
18. Variable Credit (*ELIMINATE*)

Linkage Planning/Implementation

Community Linkage – President’s Report

President Knight presented the September 2018 President’s report to the Board. He introduced the new Chief Diversity Officer, Ms. Tonya Bailey and thanked Mr. Terrance Lauchie’ for filling in as the interim Chief Diversity Officer.

Executive Vice President Lisa Webb Sharpe introduced Ms. Rhonda Miller as the interim Dean for Student Affairs.

Provost Elaine Pogoncheff introduced Sally Welch as the new Associate Vice President for Academic Affairs.

Committee Reports – Audit Committee Update

Trustee Hidalgo presented the Audit Report on the behalf to the Audit Committee Chair, Larry Meyer. He reported that Michelle Fowler gave a status update on the Comprehensive Annual Financial Audit Report. The final report will presented to the Audit Committee at their October 8 meeting and to the full board at the October 15, 2018 Board of Trustees Meeting. Baker Tilly attended the meeting to provide an internal audit status update and Human Resources review. The Audit Committee also approved Trustee conference travel related expenses for the MCCA Summer Conference.

Committee Reports – Foundation Board Update

Trustee Buck highlighted the Foundation Board Reported included in the board packet.

Chair’s Report – Action Item - ACCT Lifetime Membership

Trustee Smith requested a Lifetime Membership from the college. Trustee Smith stated that ACCT offers a Lifetime Membership to Trustees who have served on their Community College Board as well as those who have served as an out-going Chair of the ACCT Board of Directors. She stated that the lifetime membership would cover registration for the Trustee once they are off of their Board to attend the ACCT National Legislative Summit and the ACCT Leadership Congress.

Trustee Abood asked if there was an expense.

Trustee Smith stated there is fee for the lifetime membership and her request if for approval of that fee.

Trustee Abood asked attorney Scott Dryer if was something the Board could do.

Trustee Proctor stated that the cost of this proposed membership is \$1,000. He stated that the statutory provision MCL 389.112 of the Community College Act provides that no trustee shall receive compensation for any services rendered to the college. Trustee Proctor stated that he was looking for an explanation on how this request would comply with the MCL.

Trustee Abood asked Mr. Dryer if he could provide an opinion between now and the next Board meeting.

Attorney Scott Dryer stated that the language is clear.

Trustee Smith stated this would not come into effect until January 2019 when she is no longer a member of the Board. She stated that it is a way to honor a long-standing Board member. She stated that she did not think it would be a conflict because Lifetime Memberships are given to Trustees all over the country. She stated that memberships were given to Trustees at Mott so we could check with Mott and other colleges to see how they have handled it.

Trustee Proctor stated that researched on if this request constitutes compensation for services rendered might help. He stated that it becomes problematic because Trustee Smith will no longer be a member of this Board when the payment is submitted.

Trustee Abood asked Mr. Dryer to work with Ms. Duncan and Ms. Smith so the Board can make a decision.

Unfinished Business

There was no Unfinished Business.

Public Comment

There were no Public Comments.

Closed Session

There was no Closed Session.

Adjournment

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

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

Nays: None

Absent: Meyer

The motion carried.

The meeting adjourned at 7:32 p.m.

Submitted,



Executive Assistant to the Board
Benita Duncan