

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
November 18, 2019

**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, Meyer, Proctor, Vaive  
Absent: None

## Pledge of Allegiance

Trustee Meyer led the Pledge of Allegiance.

## Approval of Minutes

IT WAS MOVED by Trustee Buck and supported by Trustee Mathews that the minutes of the October 28, 2019 Regular Board of Trustees Meeting, October 29, 2019 Special Board of Trustees Meeting and the November 4, 2019 Special Board of Trustees Meeting be adopted with corrections.

The following corrections in read were made:

*October 28 2019 Regular Board of Trustees Meeting Minutes*

***Action Items – Consent Agenda***

*The following items were presented under the consent agenda:*

- A. 2019 Five-Year Capital Outlay Plan and FY 2021 Capital Outlay Project Request*
- B. FY 2019 Year-Ed General Fund Transfers*
- C. ~~TLC Capital Project Funding Request~~ (REMOVED)*

*Trustee Buck requested that the TLC Capital Project Funding Request be removed from the consent agenda.*

*IT WAS MOVED BY Trustee Meyer and supported by Trustee Abood that the Consent Agenda, removing the TLC Capital Project Funding Request, be approved.*

***Action Items – TLC Capital Project Funding Request***

*IT WAS MOVED BY Trustee Hidalgo and supported by Trustee Abood that the TLC Project Funding Request be approved.*

*Trustee Buck stated that he had concerns about increasing the budget of this project in light of declining enrollment and possible impact it would have on future tuition increases.*

**October 29, 2019 Special Board of Trustees Meeting Minutes**

***Limited Public Comment Regarding Agenda Items***

*There* were no limited public comments regarding an agenda item.

**November 4, 2019 Special Board of Trustees Meeting Minutes**

***Limited Public Comment Regarding Agenda Items***

*There* were no limited public comments regarding an agenda item.

***ADJOURNMENT***

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

*Ayes: Buck, Hidalgo, Mathews, Meyer, Proctor*

*Nays: None*

*Absent: Abood, Vaive*

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

**Additions/Deletions to the Agenda**

The following additions/deletions were made to the agenda:

- Trustee Buck ask that an update on the Leslie Local Finance Development Authority be added to Board Members Report.
- Dr. Sharpe asked that item E. be removed from the consent agenda.
- Trustee Proctor asked to make Public Comment.

## Limited Public Comment Regarding Agenda Items

Jack Rothman: Jack Rothman, full-time faculty in the Math & Computer Science Department, addressed the Board regarding the Strategic Plan Year 2 Status Report.

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. ~~Authorization of New Job Training and Revenue Bond (REMOVED)~~
  - 1. ~~Farm Bureau Life Insurance Company of Michigan, LLC.~~
  - 2. ~~Farm Bureau Mutual Insurance Company of Michigan, LLC.~~
  - 3. ~~MWC, LLC.~~
- B. Cooperative Purchase
  - 1. Computer Hardware – CDW-G
- C. Invitation for Bid
  - 1. Radiologic Technology Equipment
- D. License and Education Agreement
  - 1. Heavy Equipment Repair Technology (HERT) Program
- E. ~~Resolution to Opt Out of Development and Tax Increment Financing Plan (REMOVED)~~
  - 1. ~~For City of Lansing's Michigan Avenue Corridor Improvement Authority, Exempt College Millage from Capture, and Matters Related Thereto~~
  - 2. ~~For City of Lansing's Saginaw Street Corridor Improvement Authority, Exempt College Millage from Capture, and Matters Related Thereto~~
- F. Sole Source Justification
  - 1. Desire2Learn Maintenance Renewal
  - 2. Talent Management Software Maintenance Renewal – Ellucian Company, L.P.

Trustee Buck asked that Authorizations of the New Job Training and Revenue Bonds be removed from the consent agenda.

IT WAS MOVED BY Trustee Buck and supported by Trustee Abood that the Consent Agenda, removing the New Job Training and Revenue Bonds and the Resolutions to opt out of Development and Tax Increment Financing Plan, be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## Action Item – Authorization of New Job Training and Revenue Bonds

IT WAS MOVED BY Trustee Buck and supported by Trustee Abood that the Authorization of the New Job Training and Revenue Bond for Farm Bureau Life Insurance Company of Michigan Company, Farm Bureau Mutual Insurance Company of Michigan and MWC, LLC be approved.

Trustee Buck note that *section (k)*, of the New Job Training Agreements presented to the Board did not included the new updated inclusion language. Changes were made before the meeting to include the new language.

(k) Employer agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status **race, color, sex, age, religion, national origin, creed, ancestry, height, weight, sexual orientation, gender identity, gender expression, disability, familial status, marital status, military status, veteran's status, or other status as protected by law, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position.** Employer agrees that its subcontractors, if any, shall also be bound by the requirements of this covenant. Breach of this covenant may be regarded as a material breach of the Agreement.

Trustee Buck stated that moving forward this language will be included in the template used for the New Job Training Agreements.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## Monthly Monitoring Report

The following Monitoring Reports were presented:

1. 2018-19 Completed Sabbatical Summaries
  - a. Mary Bauman
  - b. Kevin Brown
2. 2020-2021 Federal Agenda
3. Monthly Financial Statements
4. Strategic Plan Year 2 Status Update

## Linkage Planning/Implementation

### Community Linkage – President's Report

President Knight presented the November 2019 President's report to the Board.

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

Trustee Meyer stated that the Audit Committee met November 4, 2019 to approve:

1. October 7, 2019 Audit Committee Meeting Minutes
2. Trustees conference travel and business related expenses.

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

Trustee Buck provided the following Foundation Board Update:

1. LCC hired Cathy Zell as the new foundation Executive Director. Ms. Zell will start on November 25. Trustee Buck thanked Toni Glasscoe for her service as interim Executive Director.
2. The next Foundation Board of Directors meeting is Thursday, November 21, 2019.

### **Committee Reports – Leslie Local Development Finance Authority**

Trustee Buck stated that the LDFA was awarded a grant from the Michigan Economic Development Corporation (MEDC) to develop a marketing strategy for their industrial park. They are developing a new tax increment financing (TIF) plan and are encouraging the city to contact the administration regarding whether the college should be a partner or not.

## **Unfinished Business**

There was no Unfinished Business.

## **New Business**

New Business items for the December 16, 2019 Board of Trustees Meeting:

#### **A. Consent Agenda**

1. Change Order
  - a. Moore Trospen
2. Educational Support Personnel (ESP) Tentative Agreement
3. Request for Proposal
  - a. BCI Materials and Supplies
4. Renewal Lease Agreements
  - a. Lansing Electrical Joint Apprenticeship and Training Trust
  - b. City of Lansing for Parking Spaces at the North Capital Ramp Metered Parking During Ramp Construction
5. Sole Source Justification

- a. OmniUpdate
- B. Monitoring Reports
  - 1. Monthly Monitoring Report

## Board Comments

Trustee Mathews mentioned that LCC hosted a Black Expo Business Expo and Entrepreneur Pitch competition as a continuation of the college's participation in the yearlong national commemoration of the 400 Years of African American History Commission Act.

Trustee Proctor prepared and distributed remarks regarding the accusations made against him during the June 2019 and September 2019 Board of Trustees meeting.

Trustee Vaive stated that she attended the "I Have a Name" play over the weekend. She mentioned how great the play was and appreciated the utilization of different talent of music, dance and spoken poetry. She recognized the student who stepped in at the last minute to play the character Jillian. Trustee Vaive stated that she was impressed with the LCC STEAM fest she attended. She stated that it was on par with MSU's neuroscience fair. Trustee Vaive stated that she spoke to many people from the community who said they were thrilled that LCC had such a wonderful free event for their children. She further stated that she looked forward to attending next year.

Trustee Meyer stated that he attended the "I Have a Name" play on Sunday. He recognized and complimented the staff involved in putting the production together. He stated that he hope there was a way to have a copy of the play. He further stated that it was one of the best productions he has seen.

## Public Comment

Ed Bryant: Ed Bryant addressed the Board regarding the Academic Senate.

Alex Azima: Alex Azima addressed the Board regarding Trustee Proctor response letter.

Trustee Mathews ask what was the origin of the Academic Senate.

Dr. Sharpe stated that the actual origins and creation of the Academic Senate came out of negotiations with MAHE. It was the recommendation of Dr. Knight and Dr. Stephanie Shanblatt that the college put on the negotiation table, the creation of an Academic Senate made up of 75% faculty, 25% administrators, and two students.

## Closed Session

IT WAS MOVED BY Trustee Hidalgo and supported by Trustee Mathews that the Board

enter into Closed Session for the purpose of considering a written, privilege legal opinion from counsel, concerning an employee matter, in pursuant to Section 8(h) of the Open Meeting Act.

Roll call vote:

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

The motion carried.

The Board entered into closed session at 7:07 p.m.

The Board returned to open session at 7:51 p.m.

Roll call:

Present: Abood, Buck, Hidalgo, Mathews, Mathews, Proctor, Vaive  
Absent: None

Trustee Hidalgo announced the unveiling of the Upward Bound, Friday, November 22. He also announced the Board workshop with the Presidential Search Consultant.

## Adjournment

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

Ayes: Abood, Buck, Hidalgo, Mathews, Mathews, Proctor, Vaive  
Nays: None  
Absent: None

The motion carried.

The meeting adjourned at 7:57 p.m.

Submitted,

  
Executive Assistant & Liaison to the Board  
Benita Duncan