



Lansing Community College Board of Trustees

**Regular Meeting
February 16, 2026
6:00 p.m.**

BOARD OF TRUSTEES & PRESIDENT



Angela Mathews
Chair
2023 - 2028



Steve Robinson, Ph.D.
President of the College



Terrence L. Frazier
Vice Chair
2025 - 2030



Robert E. Proctor
Treasurer
2023 - 2028



LaShunda Thomas
Secretary
2021 - 2026



Noel Garcia, Jr.
Trustee
2025 - 2028



Hope M. Lovell
Trustee
2025 - 2026



Chatum Taylor
Trustee
2025 - 2030



Mutual Commitments LCC Board of Trustees

We, the LCC Board of Trustees, will

Uphold the public's trust

Understand, then to be understood

Attend meetings & be prepared to fully engage

Keep confidential matters confidential

Avoid conflicts of interest & act in an ethical manner

Refrain from personal comments & respect others' views

Present views positively & constructively

Vote our conscience & honor final Board decisions

Build strong relationships with Trustees and President

Seek views of other Trustees

Seek & accept constructive comment

Trust each other & be worthy of that trust

Honor the roles of Trustees, the Chair and President

Respect the role of Chair as Board spokesperson

Support the role of President as College spokesperson

Continually learn through professional development

Reflect as a means to grow and improve

Be role models for students

Adopted June 18, 2007



AGENDA

BOARD OF TRUSTEES MEETING

February 16, 2026

ADM Boardroom

6:00 p.m.

Regular Meeting

- I. Call to Order by Chair
- II. Roll Call by Executive Assistant/Liaison to the Board
- III. Pledge of Allegiance
 - A. Trustee Robert Proctor
- IV. Approval of Minutes
 - A. January 26, 2026 Regular Board of Trustees Meeting
- V. Additions/Deletions to the Agenda
- VI. Limited Public Comment Regarding Agenda Items
- VII. President's Report
- VIII. Consent Agenda – Action Items
 - A. 2026 – 27 Course Fees
 - 1. Mechatronics Program
 - B. Board of Trustees Employees
 - 1. Expenses – January 2026
 - 2. Time Reporting – February 2026
 - C. Change Order Request
 - 1. HVAC & Plumbing Supplies Pool
 - D. Cooperative Purchase
 - 1. Network Access Switches
 - E. Invitation to Bid
 - 1. X-Ray Machines
 - F. Sabbatical Leave Requests

1. Ali Ghorbanpour, Academic Professional, Tutoring Services Department

G. Sole Source Purchase

1. Content Management System

IX. Trustee-Generated Idea and Initiative

A. Laptop Lending Program Expansion Update
B. Visitor Access Update

X. Monthly Monitoring Report

A. Monthly Financial Statements
B. Monthly Police Department Report
C. Two-Year Financial Forecast

XI. Policy Development

A. Board Bylaw Review – *Robert Proctor & Chatum Taylor*
1. Board Bylaw – 1.0 Authority to Adopt, Suspend, and Revise Bylaws (*REVISED*)
2. Board Bylaw – 1.1 Membership (*REVISED*)

XII. Linkage Planning/Implementation

A. Chair's Report
1. Update on the ACCT National Legislative Summit
B. Board Members Report
1. Foundation Board Report – *Terrence Frazier & Noel Garcia, Jr.*

XIII. Unfinished Business

XIV. New Business

XV. Public Comment

XVI. Board Comments

XVII. Closed Session

XVIII. Adjournment

Approval of Minutes



LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
ADM Building Boardroom

January 26, 2026

Regular Meeting
Unadopted Meeting Minutes

Call to Order

The meeting was called to order at 6:00 p.m.

Roll Call

Present: Frazier, Lovell, Mathews, Proctor, Taylor, Thomas
Absent: Garcia

Pledge of Allegiance

Trustee Chatum Taylor led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Lovell and seconded by Trustee Taylor that the minutes of the December 15, 2025, Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Proctor, Taylor, Lovell, Thomas, Frazier, Mathews
Nays: None
Absent: Garcia

The motion carried.

Special Presentations

Brandy Johnson, President of the Michigan Community College Association, provided brief updates to the Board, emphasizing the vital role of community colleges and their advocacy efforts. Some of her highlights included:

- An overview of the MCCA Mission and Vision
- The 2025-2026 Executive Committee
- The 2025-2026 Student Success Committee
- The 2025-2026 Legislative Committee

- The MCCA Legislative Priorities, including funding increases and scholarship codification.

Additions/Deletions to the Agenda

There were no additions or deletions to the meeting agenda.

Limited Public Comment Regarding Agenda Items

There were no Limited Public Comments Regarding Agenda Items

President Report

President Robinson highlighted the January 2026 President's report to the Board.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. ~~2026-27 Course Fees~~ *REMOVED*
- B. Board of Trustees Employees
 - 1. Expenses – December 2025
 - 2. Time Reporting – January 2026

Trustee Lovell requested that the 2026-27 Course Fees be removed from the consent agenda for discussion.

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Frazier that the Consent Agenda, removing the 2026-27 Course Fees, be approved.

Roll call vote:

Ayes: Thomas, Mathews, Proctor, Taylor, Frazier, Lovell

Nays: None

Absent: Garcia

The motion carried.

Consent Agenda – 2026-27 Course Fees

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Thomas that the 2026-27 Course Fees be approved.

Trustee Lovell stated that she is still getting familiar with the overall process and would like to discuss the fee changes.

Provost Welch stated that course fees vary based on materials, instruction, and equipment costs and that some increase while others decrease.

Discussion followed.

Roll call vote:

Ayes: Lovell, Taylor, Frazier, Proctor, Thomas, Mathews

Nays: None

Absent: Garcia

The motion carried.

Trustee-Generated Idea

Needs Analysis on Recommendations Outlined in Response to Book Stipend TGI

Chair Mathews stated that she would give each Trustee the opportunity to ask questions regarding the three recommendations outlined.

The needs analysis revealed student engagement, with 1,900 responses to the survey on resource allocation. The survey received 932 responses, raising concerns about the sample size and the demographic breakdown. Trustees inquired whether alternative survey methods could be considered to boost student participation in future surveys.

Current food pantry hours limit accessibility, leading to a discussion of expanding both hours and services offered. There was a discussion of exploring potential grant opportunities to support the food pantry. Trustee Taylor suggested merging phases two and three of the pantry's expansion plan. This merger would enhance food options and contribute to long-term strategic planning. There was also a discussion on the laptop lending program.

Trustee Proctor stated that the original TGI was intended to provide \$700,000 for textbooks for students. However, the administration came back with recommendations on other areas of student needs that the Board may consider for funding. He stated that, from his reading, he didn't discern what the greatest need was to help make students successful at LCC. Additionally, he asked whether the funding would come from this year's or next year's budget.

IT WAS MOVED BY Trustee Mathews and seconded by Trustee Frazier that \$500,000 be allocated to support the Food Pantry Expansion and \$200,000 be allocated to the Laptop Lending Program at the LCC West Campus and the TRIO Program.

Roll call vote:

Ayes: Mathews, Taylor, Thomas, Lovell, Frazier

Nays: Proctor

Absent: Garcia

The motion carried.

Monthly Monitoring Report

The following Monitoring Reports were presented:

1. Monthly Financial Statements
2. Monthly Police Department Report
3. Strategic Plan 2025 – 2027 Progress Report
4. Visitor Access Update

There were questions and discussions by the Board.

Linkage Planning/Implementation

Chair's Report – Conflict of Interest Report

Chair Mathews reminded the Trustees that their Conflict of Interest Disclosure Statement is due to the Executive Assistant/Liaison to the Board.

Chair's Report – Review of the Annual Board of Trustees Planning Calendar

Chair Mathews asked the Board to review the yearly planning calendar.

Committee Reports – Audit Committee

Trustee Proctor stated that because the US Department of Education delayed issuing guidelines for external auditors, the Single Audit Act Compliance Report could not be issued until late December. This Single Audit Act Compliance Report for the year ended June 30, 2025, was being presented to the Board.

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Lovell to accept the Single Audit Act Compliance Report.

Roll call vote:

Ayes: Taylor, Thomas, Proctor, Mathews, Lovell, Frazier

Nays: None

Absent: Garcia

The motion carried.

Committee Reports – Policy Committee

Board Members Report – Foundation Board Update

Trustee Frazier stated that the January 31 scholarship deadline is approaching, with 874 applications submitted and 496 still in progress. He mentioned that additional volunteer reviewers are still needed. Trustee Frazier also reminded everyone that the nominations for the

Distinguished Alumni will close on February 9. Lastly, he highlighted the generous donations, totaling \$272,000, which consist of a combined stock and investment gift. This funding will provide 181 additional \$1,500 scholarships this year.

Unfinished Business

There was no Unfinished Business.

New Business

There was no New Business.

Public Comment

There was no Public Comment.

Board Comments

Trustee Taylor announced that LCC received recognition at the Dr. Martin Luther King Jr. celebration for community engagement and sponsorship efforts.

Closed Session

There was no Closed Session.

Adjournment

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Frazier that the meeting be adjourned.

Ayes: Mathews, Thomas, Frazier, Proctor, Taylor, Lovell

Nays: None

Absent: Garcia

The motion carried.

The meeting adjourned at 8:39 p.m.

Submitted,


Benita Duncan
Executive Assistant/Liaison to the Board
Benita Duncan

Consent Agenda

Action Items

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: 2026-27 Course Fees - Mechatronics Program

Presented for Action

PURPOSE

To assess a course fee for the new METS261 Mechatronics Capstone course in the Mechatronics Program.

BACKGROUND

Final approval of this new course in the Technical Careers Division was not completed in a time frame that allowed for presentation of the required course fee during the collegewide course fee approval at the January meeting. Course fees are determined with consideration of maintaining a technology-rich environment; improving LCC's programs; complying with accrediting body requirements; and providing the necessary instruction for student success, while maintaining LCC's affordability and fiscal responsibility.

Included in this item for approval is the course fee for the Mechatronics Capstone in the Mechatronics Program.

Course	Billable Hours	Requested Fee
METS261 Mechatronics Capstone	4.5	\$ 417

IMPLICATIONS

Financial:

The new course fee aligns the costs associated with offering the new course in the Mechatronics Program.

Strategic Plan:

The course fee supports the Achieving Academic Excellence with Purpose & Equity goal by ensuring that adequate instructional resources are available for students.

Human Resources:

N/A

RISKS

N/A

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

N/A

ATTACHMENTS:

None

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Board of Trustees Employee Expenses

Presented for Action

PURPOSE

To ratify the expenses of the Board's employees for the month of January 2026.

BACKGROUND

This information is provided to the Board of Trustees for ratification of expenses incurred by employees who directly report to the Board.

IMPLICATIONS

Financial:

The College's procedure requires that an employee's supervisor approve the employee's expenses.

Strategic Plan:

The College's financial planning, forecasting, and annual budget provide resources for all of the strategic plan's goals. Accurate and timely financial reporting is a key component of that process.

Human Resources:

None

RISKS

N/A

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

The Administration respectfully requests that the Board of Trustees ratify the monthly expenses of the employees who report to the Board.

ATTACHMENTS:

1. Attachment A – Monthly Expenses - Executive Assistant & Liaison to Board
2. Attachment B – Monthly Expenses - President

Lansing Community College
 Board of Trustees - Detail Expenses
 January 2026

Date	Board Member	Amount	Description	Payee
Chargeback Telephone Phone				
1-Jan-26	General - Operations	\$ 60	Phone_2025_Dec	Lansing Community College
Total		\$ 60		
Chargeback Print & Copy				
1-Jan-26	General - Operations	\$ 28	Print Copy_2025_Dec	Lansing Community College
Total		\$ 28		
Grand Total		\$ 88	Institutional Expenses	
Audit Services				
15-Jan-26	General - Operations	\$ 5,014	Internal Audit Services	Baker Tilly Advisory Group, LP
Total		\$ 5,014		
Grand Total		\$ 5,014	Professional Fees	
Supplies				
10-Jan-26	Garcia & Lovell	\$ 369	Apparel for Trustees	Advance Online Shop LCC Stars
Total		\$ 369		
Grand Total		\$ 369	Supplies & Non-Capital Equipment	
Travel Transportation				
7-Jan-26	A Mathews	\$ 333	ACCT National Legislative Summit	American Airlines
7-Jan-26	C Taylor	\$ 642	ACCT National Legislative Summit	American Airlines
7-Jan-26	H Lovell	\$ 333	ACCT National Legislative Summit	American Airlines
7-Jan-26	L Thomas	\$ 333	ACCT National Legislative Summit	American Airlines
7-Jan-26	R Proctor	\$ 333	ACCT National Legislative Summit	American Airlines
7-Jan-26	T Frazier	\$ 642	ACCT National Legislative Summit	American Airlines
Total		\$ 2,616		
Meeting Expense				
7-Jan-26	General - Operations	\$ 836	Dinner December Board Retreat	Capital Prime Steak
Total		\$ 836		
Grand Total		\$ 3,452	Travel, Training & Conferences	
		\$ 8,922	Total Expenses	

Lansing Community College
 President - Detail Expenses
 January 2026

Date	Board Employee	Amount	Description		Payee
Misc Purchased Services					
12-Jan-26	Robinson	\$ 153	Holiday Decoration Removal - President's House		The Plant Professionals Inc
Total					
		\$ 153			
Grand Total		\$ 153	Purchased Services		
Memberships					
7-Jan-26	Robinson	\$ 50	Monthly Membership		University Club of MSU
23-Jan-26	Robinson	\$ 150	CEO Network Monthly Membership		H & H Incorporated
Total					
		\$ 200			
Grand Total		\$ 200	Supplies & Non-Capital Equipment		
Travel Transportation					
22-Jan-26	Robinson	\$ 249	ACCT National Legislative Summit		American Airlines
Total					
		\$ 249			
Travel Registration Fees					
14-Jan-26	Robinson	\$ 250	Lansing Chamber 125th Anniversary Gala		Lansing Regional Chamber
Total					
		\$ 250			
Grand Total		\$ 499	Travel, Training & Conferences		
		\$ 499			
		\$ 852	Total Expenses		

Lansing Community College - Board of Trustees
February 2026

Agenda Item: Board of Trustees Employee Time Reporting

Presented for Action

PURPOSE

To secure Board approval of the time reporting for February 2026 for the President and the Executive Assistant/Liaison to the Board.

BACKGROUND

The College's Board of Trustees has two direct-report employees: the President and the Executive Assistant/Liaison to the Board. The College uses an electronic system, Banner, for employee time reporting and payroll. On a bi-weekly basis, employees submit their time reporting in the system, and report any exception time for the payroll period to the Board Chair for provisional approval. Once the Board Chair provides provisional approval, the Executive Director of Human Resources approves the time entry in the system. Final approval requires Board approval.

IMPLICATIONS

Financial:

None

Strategic Plan:

None

Human Resources:

None

RISKS

N/A

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

The Administration respectfully requests that the Board of Trustees approve the time reporting submissions for February 2026 for the President and the Executive Assistant/Liaison to the Board.

ATTACHMENTS:

1. February, 2026 Time Reporting

Lansing Community College
Time Reporting for February, 2026

All time was recorded correctly and submitted to the Chair for approval.

President

	Vacation Leave	Personal Leave	Sick Leave
December 21 – January 3, 2026	16.0		8.0
January 4 – January 17, 2026			60.0
Total Hours	16.0	0.0	68.0

Executive Assistant/Liaison to the Board

	Vacation Leave	Personal Leave	Sick Leave
December 21 – January 3, 2026			
January 4 – January 17, 2026			
Total Hours	0.0	0.0	0.0

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Change Order Request – HVAC & Plumbing Supplies Pool

Presented for Action

PURPOSE

To increase the amount of funds available to support the campus-wide heating, ventilation, and air conditioning (HVAC) and plumbing supplies pool.

BACKGROUND

In 2024, Lansing Community College (LCC) awarded Blanket Purchase Orders (BPOs) through a public competitive bid process to ETNA Supply Company, Ferguson Enterprises, LLC, and Johnstone Supply Lansing to provide as-needed HVAC and plumbing supplies. These supplies are needed for repairs, replacements, or new installations that are required to keep buildings up to date. Due to numerous projects over the last year, the approved funds will be depleted soon. If approved, the requested funding will cover services through April 30, 2027. Supply requests are made as needed. There are no guaranteed purchase amounts.

IMPLICATIONS

Financial:

If approved, the requested increase of \$500,000 will bring the aggregate Blanket Purchase Orders amount to \$1,010,000. It will be funded by the General Fund and the Maintenance & Replacement Fund.

Strategic Plan:

This request supports all the College's strategic focus areas: Achieving Academic Excellence with Purpose and Equity; Foster Student Enrollment, Retention, and Completion; Strengthening Community Engagement and Partnerships; and Establishing LCC as a Premier Workplace through Empowerment, Engagement, and Inclusion.

Human Resources:

There are no known human resources implications.

RISKS

Failure to increase the dollar amount available to fund continued purchases of as needed HVAC and plumbing supplies may cause a delay in projects and campus-wide needed repairs and replacements.

OTHER OPTIONS/ALTERNATIVES

ETNA Supply Company, Ferguson Enterprises, LLC, and Johnstone Supply-Lansing were selected to provide these supplies through a competitive bidding process. Engaging

in a new solicitation process would defeat the purpose of the competitive bid process that took place earlier and delay needed repairs.

RECOMMENDATIONS

The Administration respectfully recommends approval to increase the HVAC and Plumbing Supplies Pool BPOs by \$500,000 to support as-needed purchases from March 1, 2026, through April 30, 2027.

ATTACHMENTS:

1. Change Order Transmittal Document – HVAC & Plumbing Supplies Pool

CHANGE ORDER TRANSMITTAL DOCUMENT

To: Lansing Community College Board of Trustees Audit Committee

From: Lansing Community College Purchasing Department

Date: February 16, 2026

RE: Request Approval of Change Order

Blanket Purchase Order Number: BP240127, BP240128, BP240129

Vendors: ETNA Supply Company, Ferguson Enterprises, LLC, Johnstone Supply-Lansing

Original Purchase Order Date: May 1, 2024

Purchase Order Expiration: April 30, 2027

These Blanket Purchase Orders cover as needed HVAC and plumbing supplies.

	BPO or Change Order Amount	BPO Cumulative Amount	Date Approved by the Board of Trustees or Audit Committee
Initial BPO Amount	\$510,000	\$510,000	April 15, 2024
Change Order #1 (increase)	\$500,000	\$1,010,000	Requesting Board of Trustees Approval

Per the Board of Trustees' Policy III.B for Purchases exceeding \$100,000, as adopted November 19, 2018. "When an increase in the total purchase from under \$100,000 to over \$100,000 is expected, or a cumulative increment of \$100,000, over the original Board Authorization, the change order shall be reported to the Board's Audit Committee, and forwarded to the Board for approval."

Description of Change Order:

A Change Order request has been made by Timothy Martz, Director of Facilities, and approved by Dr. Chris MacKersie, Executive Director of the Administrative Services Division, to increase the Blanket Purchase Orders by \$500,000. The requested monies will allow for as needed HVAC and plumbing supplies for the period of March 1, 2026, through April 30, 2027. These supplies are supported by the General Fund and the Maintenance & Replacement Fund.

This request is for your consideration and approval.

Submitted by: Samantha Gallimore, NIGP-CPP, CPPB
Director, Purchasing Department

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Cooperative Purchase – Network Access Switches

Presented for Action

PURPOSE

To seek Board of Trustees approval to create a one-time Purchase Order (PO) for the purchase of forty-three (43) additional network switches and related hardware to replace all access switches within the Administrative and Technology Learning Center (TLC) Buildings.

BACKGROUND

Information Technology Services (ITS) supports the College's highly available network infrastructure. Lansing Community College's (LCC) current infrastructure consists of roughly 325 wired access switches. This purchase will continue a multi-year ITS project to replace aging wired network infrastructure across the College.

As a local unit of government, the College has access to several cooperative agreements. These are agreements that have already been competitively bid by an established public agency. By utilizing a cooperative agreement, the College will benefit from nationally leveraged volume pricing and reduce the administrative burden of soliciting bids for this commodity and service. The Administration recommends the use of a cooperative agreement awarded by Michigan Collegiate Telecommunications Association (MiCTA) Technology Solutions, which allows the College to procure Juniper EX4300 and EX2300 network access switches through People Driven Technology (an authorized and preferred reseller of Juniper network equipment). The cooperative agreement grants 45% off the market price of products and 15% off services.

The purchasing policy and standard operating procedure do not require competitive bids for goods and services previously bid out by public agencies and made available through cooperative agreements.

IMPLICATIONS

Financial:

The one-time purchase amount of the requested equipment and hardware is \$290,318 and will be funded by the Technology Replacement Fund.

Strategic Plan:

This purchase supports the College's strategic focus areas of Achieving Academic Excellence with Purpose & Equity and Foster Student Enrollment, Retention, and

Completion.

Human Resources:

There are no known human resources implications.

RISKS

Failure to upgrade the current network infrastructure will impact student and employee services due to hardware failures, causing network outages. The majority of the current switch infrastructure is at the end of its life. This infrastructure is over ten (10) years old, and the service/maintenance warranties for the remaining, non-replaced infrastructure expired in 2021.

OTHER OPTIONS/ALTERNATIVES

The alternative to using a cooperative agreement would be to solicit bids; however, by utilizing a cooperative agreement, the College will benefit from nationally leveraged volume pricing.

RECOMMENDATIONS

The Administration respectfully recommends approving the requested purchase amount of \$290,318 for the upgrade of network access switches within the College's Administrative and TLC Buildings. If approved, then the one-time purchase will be funded by the Technology Replacement Fund.

ATTACHMENTS:

1. Pre-Award Transmittal Document – Cooperative Purchase – Network Access Switches

PRE-AWARD TRANSMITTAL DOCUMENT
COOPERATIVE PURCHASE

Document: Cooperative Purchase Opening Date: N/A
Project Title: Network Access Switches Buyer: Timothy Eubanks

1. Statement of Need:

Lansing Community College (LCC) is seeking to procure forty-three (43) network switches through People Driven Technology, a Juniper approved reseller, to replace the existing access switches in the Administrative and Technology Learning Center (TLC) buildings. The current network switches and infrastructure are over ten (10) years old, no longer have maintenance support, and are scheduled for planned upgrades. After review and analysis of Cisco, Meraki, and Juniper network systems and support, Information Technology Services (ITS) has determined Juniper as the leader in both cost and feature set.

2. Description of supply or service:

A description of the requested services and associated pricing is provided below:

Description	QTY	Unit Price	Extended Price
Juniper EX4300 Network Switches Hardware and Support	39	\$6,866	\$267,774
Juniper EX2300 Network Switches Hardware and Support	4	\$5,636	\$22,544
Purchase Order Total:			\$290,318

3. Award Recommendation:

The Administration recommends that the College participate in the competitively bid Michigan Collegiate Telecommunications Association (MiCTA) cooperative agreement to procure Juniper network switches and support, awarded to People Driven Technology. The requested Purchase Order amount is \$290,318 and will be funded by the Technology Replacement Fund

The purchasing policy and standard operating procedure do not require competitive bids for goods and services previously bid out by public agencies and made available through cooperative agreements.

4. Reviewed By:

Samantha Gallimore, NIGP-CPP, CPPB
Purchasing Director

Date

Seleana Samuel, Ed.D.
Senior Vice President
Business Operations

Date

5. Board of Trustees Review:

Approve _____ | Disapprove _____

LaShunda Thomas, Secretary
Board of Trustees

Date

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Invitation to Bid – X-Ray Machines

Presented for Action

PURPOSE

To seek Board of Trustees approval to procure two (2) ceiling-mounted X-ray machines for the College's Radiologic Technology (RAD) student labs.

BACKGROUND

The Health and Human Services Division (HHS) Radiologic Technology program seeks to upgrade its X-ray machines and associated equipment to prepare students for their careers after graduation. The ability to use and practice on X-ray machines and associated equipment is a requirement for completing a degree in Radiologic Technology. The existing machines were purchased in 1999 and have long exceeded their useful life, and can no longer be maintained.

Through a competitive public bid process, the College has identified RadTech X-Ray, Inc. as the contractor most capable of meeting the needs of the College. As the awarded contractor, RadTech will be approved to remove old equipment, install additional overhead support structures, and provide and install the two (2) new ceiling-mounted X-ray machines. The contractor will work with the LCC's Facilities Department to ensure compatible internal infrastructure. All work will be completed prior to the start of the Fall 2026 semester classes.

IMPLICATIONS

Financial:

The requested one-time purchase amount is \$273,400 and will be funded by the Capital Equipment Fund.

Strategic Plan:

This request supports all the College's strategic focus areas: Achieving Academic Excellence with Purpose and Equity, Foster Student Enrollment, Retention and Completion, Strengthening Community Engagement and Partnerships, and Establishing LCC as a Premier Workplace through Empowerment, Engagement, and Inclusion.

Human Resources:

There are no known human resources implications.

RISKS

If the College chooses not to award this invitation to bid (ITB), LCC will lose the benefits of the terms of the ITB and of discounted pricing provided through the competitive bid process.

OTHER OPTIONS/ALTERNATIVES

The alternative to purchasing new equipment is to continue using outdated machines and equipment, leaving students without the training they require to successfully complete their RAD courses and excel in their career paths.

RECOMMENDATIONS

The Administration respectfully recommends that the Board of Trustees approve the one-time purchase of X-ray machines in the amount of \$273,400 to RadTech X-Ray. If approved, then the requested one-time purchase will be funded by the Capital Equipment Fund.

ATTACHMENTS:

1. Pre-Award Transmittal – Invitation to Bid – X-Ray Machines

PRE-AWARD TRANSMITTAL DOCUMENT

Bid/Proposal No.: 405217-1144-26SP

Opening Date: 9/24/2025

Project Title: X-Ray Machines

Buyer: Scott Placeway

1. Statement of Need:

The Health and Human Services Division (HHS) Radiologic Technology Department needs two (2) new x-ray machines. The current machines, purchased in 1999, have exceeded their useful lifespan. They are outside of their service life and are no longer the type of equipment students will be exposed to in the workforce.

2. Bids Received

The Invitation to Bid was sent to 7 pre-screened contractors. The College received 3 bids for the model of X-Ray Machines that the department faculty selected: Del Medical OTC 18M qty two (2):

Contractors	Location	Equipment: Remove & Install
Radtech X-Ray, Inc	Vassar, MI	\$273,400
Henry Schein Medical	Melville, NY	\$275,782
UMG/Del Medical	Harrison, NY	\$302,482

3. Award Recommendation:

The evaluation committee consisted of staff from Purchasing and HHS. The bids were evaluated based upon total costs, configuration specifications, and included warranties. All contractors were found to be responsible and responsive.

The one-time Purchase Order includes removal of old equipment, installation of new Unistrut Support Rail Systems and two (2) x-ray machines, training and a 5-year warranty is \$273,400 and will be funded by the Capital Equipment Fund.

4. Reviewed By:

Samantha Gallimore, NIGP-CPP, CPPB
Purchasing Director

Date

Dr. Seleana Samuel, Ed.D.
Senior Vice President
Business Operations

Date

5. Board of Trustees Review:

Approve _____ | Disapprove _____

LaShunda Thomas, Secretary
Board of Trustees

Date

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Sabbatical Leave Request – Ali Ghorbanpour

Presented for Approval

PURPOSE

To inform the Board of Trustees that President Robinson and Provost Welch have endorsed the Sabbatical Committee's recommendation to grant Tutor Ali Ghorbanpour Sabbatical Leave Request for fall 2026 and to request the Board's approval. The committee considered 1 application for sabbatical leave during the academic year of 2025-2026. Eligibility for the leave has been certified by the Human Resources Department.

BACKGROUND

In November 2025, the College-wide Sabbatical Leave Committee met several times with the following members: Ana Mari Woehr, Cheryl Garayta, Annescia Dillard, Teresa Purvis, Jill Reglin, Anne Heutsche, Martine Rife, Randy Paape (faculty alternate), and Rafeeq McGiveron (administrative alternate). The Committee's written report included:

- The Sabbatical Leave Committee letter recommending approval, including a brief explanation of the reason for the recommendation.
- The rank order of the application by each of the Committee members, based on the contractual criteria.
- The materials considered by the Sabbatical Leave committee in reaching its decision.

The Committee voted to recommend approval of leave for **Ali Ghorbanpour**.

The purpose of Ali's proposed sabbatical for Fall 2026 is to strengthen the support we provide to physics students in the Learning Commons by exploring how emerging Artificial Intelligence (AI) tools, especially generative AI such as ChatGPT, can be used effectively and responsibly in tutoring. This project will build on Purdue University's research on the use of AI in tutoring and adapt them for the community college setting. Ali will develop practical resources, training modules, and best practices designed for the Learning Commons at LCC. The outcome will be an AI Prompt Training Toolkit that includes clear examples, equity-focused guidelines, and tutor training materials.

The committee believes that the criteria for the leave application have been met and that the leave will benefit both Ali and Lansing Community College.

Ali Ghorbanpour, if granted this leave, will be responsible for the accomplishment of its stated objectives. Within thirty (30) days after the completion of the leave, they shall provide a written report to our Committee so that we may evaluate the success of the leave and provide a written report to you.

IMPLICATIONS

Financial:

During Mr. Ghorbanpour's absence, his lead tutoring duties will be assigned to other tutors.

Strategic Plan:

This request supports the College's Strategic Plan for Engaged Learning and Student Success focus area by contributing to the goal of increasing relevant high-quality learning and instruction for our Physics students.

Human Resources:

Sabbatical leaves are a benefit for eligible full-time Faculty under the LCC-MAHE labor contract.

RISKS

N/A

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

Approve the endorsement of President Robinson and Provost Welch of the Sabbatical Committee's recommendation to grant this Sabbatical Leave request.

ATTACHMENTS:

1. A letter from President Robinson and Provost Welch to the Board, endorsing the recommendation of the Sabbatical Leave Committee, is at the end of the last sabbatical leave request.



Date: 2/5/2026
To: LCC Board of Trustees
From: President Steve Robinson and Provost Sally Welch
Subject: 2026-2027 Sabbatical Leave Request

We have had the opportunity to review the written report and recommendations submitted by the Sabbatical/Professional Development Committee. The Committee has recommended that the following individuals' requests for sabbaticals be approved:

Ali
Gharbanpour
Academic
Professional
Tutoring Services
Department
Academic Affairs
Division
Fall 2026

As the submitted report demonstrates the benefit of these sabbaticals to the College and our faculty, and most importantly, to our students' success, we fully endorse the Committee's recommendations. Therefore, we recommend the Board's approval of these sabbatical leaves.

A handwritten signature in black ink that reads "Steve Robinson".

Dr. Steve Robinson, President

A handwritten signature in black ink that reads "Sally Welch".

Dr. Sally Welch, Provost

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Sole Source Purchase – Content Management System

Presented for Action

PURPOSE

To seek Board of Trustees approval to create a new Blanket Purchase Order (BPO) for the College's content management system (CMS) with Modern Campus USA (Modern Campus).

BACKGROUND

Modern Campus' CMS license consists of Software as a Service (SaaS), Website Search, Blogs, and Integrated Calendar applications. These applications are used to provide website content and messaging, webpage searchability, and publication of integrated campus calendars. The current BPO expires February 28, 2026. To continue using Modern Campus' content management system, the College must establish a new BPO for services and support.

The requested Sole Source Blanket Purchase Order was submitted and approved by Bill Garlick, Chief Information Officer. The period for this request is March 1, 2026, through February 28, 2029. Modern Campus is the sole provider of access and support services for their applications.

IMPLICATIONS

Financial:

The requested three-year Blanket Purchase Order amount is \$120,400 and will be funded by the General Fund.

Strategic Plan:

This request supports all the College's strategic goals of: Achieving Academic Excellence with Purpose and Equity, Foster Student Enrollment, Strengthening Community Engagement and Partnerships.

Human Resources:

There are no human resources implications.

RISKS

Failure to establish a new BPO with Modern Campus will cause the College to no longer be permitted to use the supported applications to manage the college webpage and calendars.

OTHER OPTIONS/ALTERNATIVES

There are no other feasible alternatives. Modern Campus is the sole provider of access and support for its applications.

RECOMMENDATIONS

The Administration recommends that the Board of Trustees approve a Blanket Purchase Order with Modern Campus for continued website content management maintenance and support from March 1, 2026, through February 28, 2029, in the amount of \$120,400. If approved, then the requested Blanket Purchase Order will be funded by the General Fund.

ATTACHMENTS:

1. Pre-Award Transmittal Document – Sole Source Purchase – Content Management System

PRE-AWARD TRANSMITTAL DOCUMENT

Bid/Proposal No.: Sole Source Purchase
Project Title: Content Management System

Opening Date: N/A
Buyer: Timothy Eubanks

1. Statement of Need:

Lansing Community College (LCC) is currently in need of creating a new BPO for the College's website content management system (CMS). A Sole Source Blanket Purchase Order (BPO) request was submitted and approved by Bill Garlick, Chief Information Officer, to create a new BPO with Modern Campus USA (Modern Campus) for the maintenance and support of their content management system. The current BPO for services expires February 28, 2026.

2. Description of Supply or Service:

In order for LCC to continue using Modern Campus' CMS, which includes Software as a Service (SaaS), support, Blogs, Search, and Integrated Calendar, the College will need to issue a new BPO. These applications manage the College's webpage for content and messaging, searchability, and publication of campus calendars. Modern Campus is the sole provider of access and support services for their products.

Fee Description	Annual Amount
CMS, including SaaS, support, Blogs, Search, and Integrated Calendar (03/01/26 – 02/28/27)	\$38,192
CMS, including SaaS, support, Blogs, Search, and Integrated Calendar (03/01/27 – 02/29/28)	\$40,102
CMS, including SaaS, support, Blogs, Search, and Integrated Calendar (03/01/28 – 02/28/29)	\$42,106
Total three-year BPO amount:	\$120,400

Funding Source: General Fund

3. Award Recommendation:

The Administration recommends approval of the requested Blanket Purchase Order with Modern Campus for webpage content management in the amount of \$120,400 for the period of March 1, 2026, through February 28, 2029. The requested Blanket Purchase Order amount will be funded by the General Fund.

4. Reviewed By:

Samantha Gallimore, NIGP-CPP, CPPB
Purchasing Director

Date

Dr. Seleana Samuel, Ed.D.
Senior Vice President
Business Operations

Date

5. Board of Trustees Review:

Approve _____ | Disapprove _____

LaShunda Thomas, Secretary
Board of Trustees

Date

Trustee Generated Idea

Lansing Community College - Board of Trustees
February 16, 2026

Agenda Item: Laptop Lending Program Expansion Update

Presented for Information

PURPOSE

To provide a progress update regarding the Board of Trustee approved Expansion of the Laptop Lending program for West Campus and the TRIO program.

BACKGROUND

During the January 26, 2026, Board of Trustees meeting, the board approved \$200,000 to expand the Laptop Lending program at West Campus from 100 laptops to 200 laptops and to purchase 25 laptops for the new TRIO program. The following document provides an update of cost and timeline for the expansion.

IMPLICATIONS

Financial:

The laptops and supplies will be purchased through the \$200,000 Board of Trustees designated fund.

Strategic Plan:

These purchases align with Goal 4: Achieving Academic Excellence with Purpose and Equity and Strategy 3: Proactive Barrier Removal.

Human Resources:

A full-time staff member is being proposed for FY 27 through the Library's budget.

RISKS

N/A

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

N/A

ATTACHMENTS:

1. Laptop Lending program expansion update

TGI-Lending Laptops

Purchase Cost

- Model: HP ProBook 440 G11 (or latest model in the 440 line)
- Cost per unit: \$1,216.60
- Cost of 125 units: \$152,075

Purchase Timeline

- 25 Laptops for the TRiO program will be ordered immediately.
- 100 laptops will be ordered over the summer. The laptops will be available for lending at West Campus in August.

Additional Cost

- 125 laptop bags. Cost per bag: \$13.44. Total cost: \$1,680.30.
- 1 charging cart. ITS has a cart, so there is no additional cost.
- 24 laptop chargers for cart. Cost per charger: \$15.88. Total cost: \$381.12.
- 1 shelving unit (for storage when not charging). Cost: \$700.
- Text message reminders. Cost per text: \$0.05 per text. Total cost: \$200.
- Laundry services. Cost per bag: \$1. Total per semester: \$125.
- The Library will put forth a FT support position in their FY27 budget request. This position would be responsible for West Campus laptop lending in addition to other responsibilities. This position would be funded with available library funds.

Lansing Community College - Board of Trustees
February 16, 2026

Agenda Item: Visitor Access Update

Presented for Information

PURPOSE

To provide a progress update regarding the access improvement recommendations approved by the Board of Trustees during the December 15, 2025, meeting.

BACKGROUND

At the October 27, 2025, Board of Trustees meeting, Trustee Taylor proposed a Trustee-Generated Idea to install visitor management kiosks. In response, Administrative Services identified six opportunities to improve access for visitors and prospective new students:

1. Add a specific section on LCC's website for Visitors that can easily be found via a web search.
2. Update the College's parking website with updated maps and instructions for parking on the West Campus, to include how to navigate to the entrances where the Police Department has its Security Guards stationed and how to navigate to the Police Department offices.
3. Add instructional signage to each of the building-mounted Call Boxes and Video Intercoms.
4. Upgrade existing building Call Boxes to Video Intercoms.
5. Add Video Intercoms to each of the Gannon Ramp lobbies where the elevators and stairs are located.
6. Update building "Starcard Required for Entry" signs so that the QR code directs the user to that specific building's department and program contact information on LCC's website.

IMPLICATIONS

Financial

The hardware and installation costs of the Video Intercoms will be covered by the Maintenance and Renovation Plant Fund.

Strategic Plan:

These improvements align with Progress Goal 4: Establishing LCC as a premier workplace through empowerment, engagement, and inclusion, Strategy 1: Cultivating a Culture of Empowerment through Diversity, Equity, Inclusion, and Belonging Enhance Accessibility and Accommodation.

Human Resources:

No additional personnel will be required to execute this course of action.

RISKS

N/A

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

N/A

ATTACHMENTS:

1. Visitor Access Improvement Updates

Lansing Community College Administrative Services
Visitor Access Improvement Updates
February 16, 2026

Item	Action	Update
1	Add a specific section on LCC's website for Visitors that can easily be found via a web search.	Completed
2	Update the College's parking website with updated maps and instructions for West Campus, including directions to guarded entrances and the Police Department offices.	Completed
3	Add instructional signage to building-mounted Call Boxes and Video Intercoms.	Signage will be installed with each new Video Intercom. The Axis Video Intercoms were received the week of February 2. Administrative Services and ITS met on February 10 to begin coordinating the installation of the new Video Intercoms.
4	Upgrade existing building Call Boxes to Video Intercoms.	The Axis Video Intercoms were received the week of February 2. Administrative Services and ITS met on February 10 to begin coordinating the installation of the new Video Intercoms.
5	Add Video Intercoms to each Gannon Ramp lobby at elevator and stair locations.	The Axis Video Intercoms were received the week of February 2. Administrative Services and ITS met on February 10 to begin coordinating the installation of the new Video Intercoms.
6	Update "Stocard Required for Entry" building signage so QR codes direct users to building-specific department/program contact information.	Completed

Monthly Monitoring Report

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Monthly Financial Statements

Presented for Information

PURPOSE

Lansing Community College presents monthly internal financial statements and reports as required by Board policy.

BACKGROUND

This information provides the Board of Trustees with financial information on a regular and ongoing basis throughout the fiscal year.

The attached financial statements reflect the College's financial position as of and for the month ending January 31, 2026 compared to the Board Approved FY2026 Budget.

Operating and Capital Budgets
and
Operating Detail Budgets
Exhibits A and B

REVENUE

Exhibit A, Line 1 – State Appropriations: Appropriations have been recognized to date for the State-adopted Fiscal Year 2026 Annual Appropriations.

Exhibit A, Line 2 – Property Taxes, Net of Estimated Uncollectible: Revenue reflects levies with adjustment for uncollectible taxes and tax tribunal refunds.

Exhibit A, Line 3 – Tuition and Fee Revenue, Net of Estimated Uncollectible: Revenue is 6.2 percentage points ahead of the pace of the prior year. This is due to higher than budgeted enrollment and billable hours since the Summer 2025 semester. Revenue reflects remaining tuition earned during FY2026 for the Summer 2025 semester, tuition and fees earned for the Fall 2025 semester, and tuition and fees earned to date for the Spring 2026 semester.

Exhibit A, Line 4 – Other Revenues: Other Revenues are 4.5 percentage points ahead of the prior year's pace, as last year's figure reflects full-year actual results, while this year's amount represents year-to-date performance against the current budget.

EXPENSES

Exhibit B – Operating Budgets – Divisions: Overall the division budgets are consistent with the pace of the prior year. The individual division variances that exceed +/- 5% are detailed below.

- **Exhibit B, Line 3 – Advancement & External Affairs** is 5.1 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in *Professional Services*, as grant writing services utilized in the prior year have not been required this year and decreased expenses in *Supplies & Non-Capital Equipment* as a result of a change in K-12 Operations impacting supplies. This is offset by increased expenses in *Travel, Training, & Conferences*.
- **Exhibit B, Line 5 – Board of Trustees** is 9.6 percentage points behind the prior year's pace of expenses. This is primarily due to current year budget changes to better align expenses with prior year actual spending.
- **Exhibit B, Line 7 – Community Education & Workforce Development** is 6.4 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in *Supplies & Non-Capital Equipment* for training supplies in Business & Community Institute.
- **Exhibit B, Line 8 – Executive Office** is 8.1 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in *Purchased Services* for temporary agency services.
- **Exhibit B, Line 11 – Human Resources** is 7.9 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in *Purchased Services* in the areas of temporary agency services and advertising, and the timing of *Travel, Training & Conferences*. This is partially offset by fewer vacancies in *Full-Time Professional Technical* and related *Employee Benefits*.
- **Exhibit B, Line 12 – Information Technology Services** is 6.2 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in *Institutional Expenses* for internet services, *Professional Services* for consulting fees, and *Purchased Services* for temporary agency services. In addition, there were decreased expenses in *Repair & Maintenance* for equipment service contracts.
- **Exhibit B, Line 13 – Office of Empowerment** is 12.9 percentage points behind the prior year's pace of expenses. This is primarily due to vacancies in *Full-Time Administrator*, *Full-Time Support* and *Part-Time Support* along with related *Employee Benefits*. This is partially offset by increased expenses in *Student*, and in *Purchased Services* for temporary agency services used to backfill a vacancy in *Full-Time Support*.

Exhibit A, Line 5 – Salaries & Wages: Overall the *Salaries & Wages* are 1.1 percentage points ahead of the prior year's pace of expenses. The individual account variances that exceed +/- 5% are detailed below.

- **Exhibit B, Line 19 – Part-Time Professional Technical** is 16.5 percentage points behind the prior year's pace of expenses. This is primarily due to a decrease in temporary specialized service employee expenses in *Advancement & External Affairs* and *Health & Human Services*, and a decrease in *Student Affairs* due to the retirement of a long-term employee.
- **Exhibit B, Line 23 – Part-Time Support** is 13.7 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in the Police Department's auxiliary dispatch and patrol employees in *Administrative Services*, and decreased expenses in the *Office of Empowerment*. This is partially offset by increased expenses in *Academic Affairs* in the Library and Learning Commons, and in *Information Technology Services* for technical support services.
- **Exhibit B, Line 24 – Student** is 19.5 percentage points ahead the prior year's pace of expenses. This is primarily due to decreased applications and eligibility for the Federal Work-Study program. However, total student employment has increased over FY2025 by \$142,300.

Exhibit A, Line 8 – Services and Supplies: Overall the *Services & Supplies* are 3.2 percentage points behind the prior year's pace of expenses. The individual account variances that exceed +/- 5% are detailed below.

- **Exhibit B, Line 27 – Institutional Expenses** are 13.6 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses for internet services in *Information Technology Services* and decreased phone expenses for all divisions. This is partially offset by increased expenses for property and liability insurance in *Business Operations*.
- **Exhibit B, Line 28 – Utilities** are 12.5 percentage points ahead of the prior year's pace of expenses. This is due to increased rates and consumption.
- **Exhibit B, Line 29 – Professional Services** are 30.7 percentage points behind the prior year's pace of expenses. This is primarily due to decreased expenses in *Business Operations* for legal services, and in *Information Technology Services* for management consulting. These are slightly offset by increased expenses in *Arts & Sciences*.

Statement of Net Position **Exhibit C**

This statement provides the collegewide financial position as of January 31, 2026, compared to January 31, 2025.

Current Assets:

- **Exhibit C, Line 2 – Short-Term Investments** decreased by \$6.3 million due to moving funds into long-term investments.
- **Exhibit C, Line 3 – Property Taxes Receivable, Net of Est Uncollectible** increased by \$0.9 million due to a higher levy in the current year.
- **Exhibit C, Line 5 – Federal & State Grants Receivable** decreased by \$1.2 million due to the timing of Federal and State financial aid payments compared to the prior year.
- **Exhibit C, Line 6 – Accounts Receivable, Net of Est Uncollectible** increased by \$2.0 million due to increased enrollment and billable hours.

Non-Current Assets:

- **Exhibit C, Line 9 – Long-Term Investments** increased by \$5.0 million as a result of balancing the College's investment portfolio and leveraging interest rates to maximize investment income.
- **Exhibit C, Line 11 – Net Other Post-Employment Benefits Asset** increased by \$16.4 million. The amount recognizes LCC's proportionate share of the overall net other post-employment benefits asset of the Michigan Public School Employee's Retirement System (MPSERS). The amount is dependent on the actuarially determined unfunded net other post-employment benefit obligation.
- **Exhibit C, Line 12 – Deferred Charge on Refunding** decreased \$0.2 million as a result of amortization on the 2017 and 2022 bonds.
- **Exhibit C, Line 13 – Deferred Pension Amounts** decreased \$12.9 million. The amount recorded in *Deferred Outflows* is a result of the differences between the retirement plan end date of 9/30/2024, LCC's fiscal year end date of 6/30/2025, and the actuarial changes to assumptions and valuation of the Michigan Public School Employee's Retirement System (MPSERS). The amounts recorded are based on the required payments to the plan for pension and other post-employment benefits set by the state legislature and the actuarial assumptions approved by the MPSERS governing board.

Current Liabilities:

- **Exhibit C, Line 14 – Accounts Payable** increased \$0.9 million due to the timing of month-end payments compared to the prior fiscal year.

- **Exhibit C, Line 15 – Accrued Payroll & Other Compensation** decreased \$0.7 million due to the timing difference for the month-end MPSERS payment compared to the prior fiscal year.

Non-Current Liabilities:

- **Exhibit C, Line 21 – Compensated Absences Liability** increased \$0.6 million. This is a new reporting requirement by the Governmental Accounting Standards Board (GASB). The new pronouncement, GASB statement No. 101 Compensated Absences, requires that an estimate of accrued leave time, that is more likely than not to be used in the future, be recorded as a short-term and long-term liability.
- **Exhibit C, Line 22 – Bonds Payable** decreased \$5.7 million due to ongoing scheduled payments on outstanding bond issues.
- **Exhibit C, Line 24 – Net Pension Liability** decreased \$36.4 million. The amount recognizes LCC's proportionate share of the overall net pension liability of the Michigan Public School Employee's Retirement System (MPSERS). The amount is dependent on the actuarially determined unfunded net pension benefit obligation.
- **Exhibit C, Line 25 – Deferred Inflow of Resources – Pension Amounts** increased \$12.0 million. The amount recorded in *Deferred Inflows* is a result of the differences between the retirement plan end date of 9/30/2024, LCC's fiscal year end date of 6/30/2025, and the actuarial changes to assumptions and valuation of the Michigan Public School Employee's Retirement System (MPSERS). The amounts recorded are based on the required payments to the plan for pension and other post-employment benefits set by the state legislature and the actuarial assumptions approved by the MPSERS governing board.

Schedule of Investments
Exhibit D

This statement provides a summary of the College's current investment accounts including the current yield rate and interest income earned through January 31, 2026. The interest income for FY2026 will be less than FY2025 as a result of the Federal Reserve's recent interest rate reductions.

Capital Projects
Exhibit E

This statement provides a summary of Board approved capital projects including the approved project budget and the cumulative project expenses through January 31, 2026.

- **Gannon Transfer Center** – The Board approved this capital project in October 2023. The project is being funded by the State appropriation for Infrastructure,

Technology, Equipment, Maintenance and Safety (ITEMS). Construction began in May 2025, and the estimated completion date is early 2026.

- *West Campus Cyber Security Center* – The Board approved this capital project in October 2023. This project is underway and the estimated completion date is early 2026.
- *Police Department Office* – The Board approved this capital project in October 2023. The project is in the design development phase.
- *Capital Regional Airport Authority Lease Termination* – The Board approved this capital project in May 2024. The project has been completed.
- *Arts & Sciences Building Fume Hood Replacement* – The Board approved this capital project in October 2025. This project is out for bid and is planned to be completed by Fall semester 2026.
- *Health & Human Services Simulation Center* – The Board approved this capital project in October 2025. The project is in the design development phase.

Statement of Revenue, Expenses and Changes in Net Position

Exhibit F

This statement provides a collegewide summary of all funds. We have provided the detail of the General Fund above.

The Designated Funds had an increase in net position due to the transfer of \$700 thousand of approved Board designated funds, which is offset by increased instructional and student technology purchases.

The Auxiliary Funds had a slight decrease in net position driven by higher parking lot maintenance expenses compared to the prior year.

The Restricted Funds had a decrease in net position due to the use of previously earned program income.

The Plant Funds had an increase in net position as Board approved project funds have been allocated. However, as of January 31, 2026, there were approximately \$3.0 million in outstanding commitments.

IMPLICATIONS

Financial:

The College had a beginning unrestricted General Fund balance of \$34.0 million or 23.4% of budgeted Fiscal Year 2026 General Fund Total Revenues of \$145.4 million.

Strategic Plan:

The College's financial planning, forecasting and annual budget provide resources for all of the strategic plan's goals. Accurate and timely financial reporting is a key component of that process.

Human Resources:

There are no human resources implications.

RISKS

Due to the current economic environment, including inflation, and the uncertainty for projecting future enrollment, the College's finances will continue to have risk in future years.

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATIONS

N/A

ATTACHMENTS:

1. Statement & Summary as of January 31, 2026 includes:
 - a. General Fund Operating Revenues, Expenses, and Transfers: Adopted Budget and Actual (Exhibit A)
 - b. General Fund Operating Expenses: Adopted Budget and Actual Expenses (Exhibit B)
 - c. Statement of Net Position (Exhibit C)
 - d. Schedule of Investments (Exhibit D)
 - e. Capital Projects (Exhibit E)
 - f. Statement of Revenue, Expenses and Changes in Net Position (Exhibit F)
 - g. Revenue and Expense Account Information (Attachment 1)
 - h. Asset, Liability and Net Position Account Information (Attachment 2)
 - i. Organization to Division Crosswalk (Attachment 3)
 - j. Glossary (Attachment 4)

Lansing Community College
 General Fund
 Operating Revenues, Expenses, and Transfers: Adopted Budget and Actual
 Month Ending January 31, 2026 Financial Review
 (58% of Fiscal Year)

LINE REF #	Operating Statement Line Item	Current Year FY 2026 Budget	Current Year FY 2026 Actual YTD Through 01/31/26	Current Year FY 2026 Balance	Current Year FY 2026 Percent Recognized	Prior Year FY 2025 Total Actual	Prior Year YTD Through 01/31/25	Prior Year FY 2025 Percent Recognized	% Point Variance FY 2026 % of Budget Posted to FY 2025 % of Actual
<u>Revenues</u>									
1	State Appropriations	\$ 40,609,000	\$ 23,802,053	\$ 16,806,947	58.6%	\$ 40,359,928	\$ 22,866,379	56.7%	2.0
2	Property Taxes, Net of Estimated Uncollectible	\$ 58,347,000	\$ 33,448,670	\$ 24,898,330	57.3%	\$ 54,633,090	\$ 32,364,808	59.2%	(1.9)
3	Tuition & Fees, Net of Estimated Uncollectible	\$ 40,828,000	\$ 28,350,506	\$ 12,477,494	69.4%	\$ 41,285,342	\$ 26,097,372	63.2%	6.2
4	Other Revenues	\$ 5,614,000	\$ 3,186,261	\$ 2,427,739	56.8%	\$ 6,966,063	\$ 3,642,242	52.3%	4.5
	Total Revenues	\$ 145,398,000	\$ 88,787,489	\$ 56,610,511	61.1%	\$ 143,244,423	\$ 84,970,800	59.3%	1.7
<u>Salary & Benefit Expenses</u>									
5	Salaries & Wages	\$ 66,808,600	\$ 38,174,232	\$ 28,634,368	57.1%	\$ 65,890,989	\$ 36,946,369	56.1%	1.1
6	Employee Benefits	\$ 31,728,300	\$ 17,350,588	\$ 14,377,712	54.7%	\$ 30,421,885	\$ 17,728,456	58.3%	(3.6)
7	Compensated Absences	\$ -	\$ -	\$ -	0.0%	\$ 665,529	\$ -	0.0%	-
	Total Salary & Benefit Expenses	\$ 98,536,900	\$ 55,524,820	\$ 43,012,080	56.3%	\$ 96,978,403	\$ 54,674,825	56.4%	(0.0)
<u>Other Operating Expenses</u>									
8	Services & Supplies	\$ 26,135,100	\$ 16,334,479	\$ 9,800,621	62.5%	\$ 26,212,898	\$ 17,225,885	65.7%	(3.2)
	Total Operating Expenses	\$ 124,672,000	\$ 71,859,299	\$ 52,812,701	57.6%	\$ 123,191,301	\$ 71,900,710	58.4%	(0.7)
<u>Student Financial Support Expenses</u>									
9	Institutional Scholarships	\$ 2,790,000	\$ 1,438,913	\$ 1,351,087	51.6%	\$ 2,412,348	\$ 1,132,968	47.0%	4.6
	Total Expenses	\$ 127,462,000	\$ 73,298,212	\$ 54,163,788	57.5%	\$ 125,603,649	\$ 73,033,678	58.1%	(0.6)
<u>Transfers (In)/Out</u>									
10	Grant Match & Other, Net	\$ 925,000	\$ 114,690	\$ 810,310	12.4%	\$ 915,960	\$ 277,299	30.3%	(17.9)
11	Capital Equipment	\$ 900,000	\$ 900,000	\$ -	100.0%	\$ 600,000	\$ 600,000	100.0%	-
12	Debt Service	\$ 6,600,000	\$ 6,600,000	\$ -	100.0%	\$ 6,600,000	\$ 6,600,000	100.0%	-
13	Physical Plant Improvement	\$ 3,525,000	\$ 3,525,000	\$ -	100.0%	\$ 3,400,000	\$ 3,400,000	100.0%	-
14	Technology Infrastructure	\$ 2,800,000	\$ 2,800,000	\$ -	100.0%	\$ 2,800,000	\$ 2,800,000	100.0%	-
15	Technology Fee	\$ 207,000	\$ 195,977	\$ 11,023	94.7%	\$ 210,817	\$ 182,382	86.5%	8.2
16	Prefund FY2026 Tuition Rate Freeze	\$ -	\$ -	\$ -	0.0%	\$ 800,000	\$ 800,000	0.0%	-
17	Campus Master Plan	\$ 1,600,000	\$ 1,600,000	\$ -	0.0%	\$ 800,000	\$ 800,000	0.0%	-
18	Board Designated Funds	\$ -	\$ 700,000	\$ (700,000)	0.0%	\$ -	\$ -	0.0%	-
19	Michigan New Jobs Training Program	\$ (75,000)	\$ -	\$ (75,000)	0.0%	\$ (254,318)	\$ (155,769)	61.2%	(61.2)
	Total Transfers	\$ 16,482,000	\$ 16,435,667	\$ 46,333	99.7%	\$ 15,872,459	\$ 15,303,912	96.4%	3.3
20	Contingency	\$ 1,454,000	\$ -	\$ 1,454,000	0.0%	\$ -	\$ -	0.0%	-
	Total Revenues	\$ 145,398,000	\$ 88,787,489	\$ 56,610,511	61.1%	\$ 143,244,423	\$ 84,970,800	59.3%	1.7
	Total Expenses and Transfers	\$ 145,398,000	\$ 89,733,879	\$ 55,664,121	61.7%	\$ 141,476,108	\$ 88,337,590	62.4%	(0.7)
	Net Change in Unrestricted Fund Balance	\$ -	\$ (946,390)	\$ 946,390		\$ 1,768,315	\$ (3,366,789)		
	Unrestricted General Fund Balance Beginning of Period	\$ 34,035,725	\$ 34,035,725	\$ -		\$ 32,267,410	\$ 32,267,410		
	Unrestricted General Fund Balance End of Period	\$ 34,035,725	\$ 33,089,335	\$ (946,390)		\$ 34,035,725	\$ 28,900,620		

Lansing Community College
General Fund
Operating Expenses: Adopted Budget and Actual Expenses
Month Ending January 31, 2026 Financial Review
(58% of Fiscal Year)

LINE REF #	Operating Division/Account	Current Year FY 2026 Budget	Current Year FY 2026 Actual YTD Through 01/31/26	Current Year FY 2026 Balance	Current Year FY 2026 Percent Recognized	Prior Year FY 2025 Total Actual	Prior Year YTD Through 01/31/25	Prior Year FY 2025 Percent Recognized	% Point Variance FY 2026 % of Budget Posted to FY 2025 % of Actual
<i>Operating Expenses - Divisions</i>									
1	Academic Affairs	\$ 9,156,200	\$ 5,627,125	\$ 3,529,075	61.5%	\$ 9,143,217	\$ 5,467,297	59.8%	1.7
2	Administrative Services	\$ 15,406,300	\$ 9,100,696	\$ 6,305,604	59.1%	\$ 15,041,368	\$ 8,846,340	58.8%	0.3
3	Advancement & External Affairs	\$ 1,589,900	\$ 813,048	\$ 776,852	51.1%	\$ 1,349,594	\$ 758,731	56.2%	(5.1)
4	Arts & Sciences	\$ 24,772,600	\$ 13,887,893	\$ 10,884,707	56.1%	\$ 25,623,858	\$ 13,758,470	53.7%	2.4
5	Board of Trustees	\$ 395,300	\$ 207,115	\$ 188,185	52.4%	\$ 300,975	\$ 186,633	62.0%	(9.6)
6	Business Operations	\$ 5,368,700	\$ 3,491,050	\$ 1,877,650	65.0%	\$ 4,816,382	\$ 2,970,519	61.7%	3.4
7	Community Education & Workforce Dvlpmnt	\$ 4,265,600	\$ 2,170,398	\$ 2,095,202	50.9%	\$ 4,076,470	\$ 2,334,964	57.3%	(6.4)
8	Executive Office	\$ 2,083,600	\$ 1,070,779	\$ 1,012,821	51.4%	\$ 1,908,741	\$ 1,135,853	59.5%	(8.1)
9	Financial Services	\$ 6,605,600	\$ 4,078,291	\$ 2,527,309	61.7%	\$ 6,494,764	\$ 4,001,931	61.6%	0.1
10	Health & Human Services	\$ 11,316,400	\$ 5,717,586	\$ 5,598,814	50.5%	\$ 10,444,009	\$ 5,789,359	55.4%	(4.9)
11	Human Resources	\$ 2,390,200	\$ 1,261,429	\$ 1,128,771	52.8%	\$ 2,133,235	\$ 1,293,392	60.6%	(7.9)
12	Information Technology Services	\$ 15,566,700	\$ 9,986,569	\$ 5,580,131	64.2%	\$ 15,232,122	\$ 10,713,852	70.3%	(6.2)
13	Office of Empowerment	\$ 1,400,200	\$ 530,528	\$ 869,672	37.9%	\$ 1,187,127	\$ 603,001	50.8%	(12.9)
14	Student Affairs	\$ 12,213,600	\$ 7,190,425	\$ 5,023,175	58.9%	\$ 12,903,532	\$ 7,439,179	57.7%	1.2
15	Technical Careers	\$ 12,141,100	\$ 6,726,366	\$ 5,414,734	55.4%	\$ 11,870,378	\$ 6,601,190	55.6%	(0.2)
16	Compensated Absences	\$ -	\$ -	\$ -	0.0%	\$ 665,529	\$ -	100.0%	-
	Total all Divisions	\$ 124,672,000	\$ 71,859,299	\$ 52,812,701	57.6%	\$ 123,191,301	\$ 71,900,710	58.4%	(0.7)
<i>Operating Expenses - Account</i>									
17	Full-Time Administrator	\$ 12,274,200	\$ 7,440,684	\$ 4,833,516	60.6%	\$ 12,470,839	\$ 7,307,968	58.6%	2.0
18	Full-Time Professional Technical	\$ 14,075,600	\$ 8,334,077	\$ 5,741,523	59.2%	\$ 13,352,776	\$ 7,645,087	57.3%	2.0
19	Part-Time Professional Technical	\$ 784,800	\$ 352,340	\$ 432,460	44.9%	\$ 679,745	\$ 417,278	61.4%	(16.5)
20	Full-Time Faculty	\$ 17,449,300	\$ 9,581,815	\$ 7,867,485	54.9%	\$ 18,090,857	\$ 9,688,683	53.6%	1.4
21	Part-Time Faculty	\$ 9,499,500	\$ 5,209,849	\$ 4,289,651	54.8%	\$ 9,567,023	\$ 4,978,778	52.0%	2.8
22	Full-Time Support	\$ 10,224,100	\$ 5,981,282	\$ 4,242,818	58.5%	\$ 9,553,749	\$ 5,721,248	59.9%	(1.4)
23	Part-Time Support	\$ 1,813,600	\$ 824,467	\$ 989,133	45.5%	\$ 1,417,608	\$ 839,097	59.2%	(13.7)
24	Student	\$ 687,500	\$ 449,718	\$ 237,782	65.4%	\$ 758,391	\$ 348,230	45.9%	19.5
	Total Salaries & Wages	\$ 66,808,600	\$ 38,174,232	\$ 28,634,368	57.1%	\$ 65,890,989	\$ 36,946,369	56.1%	1.1
25	Employee Benefits	\$ 31,728,300	\$ 17,350,588	\$ 14,377,712	54.7%	\$ 30,421,885	\$ 17,728,456	58.3%	(3.6)
26	Compensated Absences	\$ -	\$ -	\$ -	0.0%	\$ 665,529	\$ -	0.0%	-
27	Institutional Expenses	\$ 2,070,300	\$ 1,354,227	\$ 716,073	65.4%	\$ 1,796,245	\$ 1,419,065	79.0%	(13.6)
28	Utilities	\$ 3,479,200	\$ 2,487,447	\$ 991,753	71.5%	\$ 3,902,722	\$ 2,300,580	58.9%	12.5
29	Professional Services	\$ 1,256,800	\$ 384,528	\$ 872,272	30.6%	\$ 865,413	\$ 530,067	61.3%	(30.7)
30	Purchased Services	\$ 4,941,800	\$ 2,714,175	\$ 2,227,625	54.9%	\$ 5,026,556	\$ 2,895,309	57.6%	(2.7)
31	Rental Expense	\$ 666,100	\$ 338,493	\$ 327,607	50.8%	\$ 909,503	\$ 494,246	54.3%	(3.5)
32	Repair & Maintenance	\$ 2,077,400	\$ 1,177,278	\$ 900,122	56.7%	\$ 2,033,070	\$ 1,224,727	60.2%	(3.6)
33	Supplies & Non-Capital Equipment	\$ 9,728,200	\$ 7,056,932	\$ 2,671,269	72.5%	\$ 10,073,014	\$ 7,601,112	75.5%	(2.9)
34	Travel, Training & Conferences	\$ 1,915,300	\$ 821,400	\$ 1,093,900	42.9%	\$ 1,606,375	\$ 760,780	47.4%	(4.5)
	Total Services & Supplies	\$ 26,135,100	\$ 16,334,479	\$ 9,800,621	62.5%	\$ 26,212,898	\$ 17,225,885	65.7%	(3.2)
	Total All Accounts	\$ 124,672,000	\$ 71,859,299	\$ 52,812,701	57.6%	\$ 123,191,301	\$ 71,900,710	58.4%	(0.7)

Lansing Community College
Statement of Net Position
Month Ending January 31, 2026

Line Ref #	Statement Line Item	Current Fiscal Year 2026	Prior Fiscal Year 2025
Current Assets:			
1	Cash & Cash Equivalents	\$ 15,445,804	\$ 15,220,342
2	Short-Term Investments	\$ 66,413,458	\$ 72,762,967
3	Property Taxes Receivable, Net of Est Uncollectible	\$ 16,334,730	\$ 15,407,439
4	State Appropriations Receivable	\$ 23,635,276	\$ 23,235,142
5	Federal & State Grants Receivable	\$ 2,939,557	\$ 4,099,344
6	Accounts Receivable, Net of Est Uncollectible	\$ 14,883,870	\$ 12,902,031
7	Prepaid Expenses	\$ 1,628,155	\$ 1,680,144
8	Due from Component Unit	\$ 148,984	\$ 87,135
Total Current Assets		\$ 141,429,834	\$ 145,394,545
Non-Current Assets:			
9	Long-Term Investments	\$ 5,021,680	\$ -
10	Capital Assets, Net of Accumulated Depreciation	\$ 223,588,058	\$ 223,859,171
11	Net Other Post-Employment Benefits Asset	\$ 18,951,265	\$ 2,549,473
Total Noncurrent Assets		\$ 247,561,003	\$ 226,408,644
Total Assets		\$ 388,990,836	\$ 371,803,189
Deferred Outflow of Resources:			
12	Deferred Charge on Refunding	\$ 1,273,184	\$ 1,455,068
13	Deferred Pension Amounts	\$ 36,402,806	\$ 49,257,467
Total Deferred Outflows of Resources		\$ 37,675,990	\$ 50,712,535
Current Liabilities:			
14	Accounts Payable	\$ 1,411,403	\$ 559,780
15	Accrued Interest Payable	\$ 703,697	\$ 750,232
16	Accrued Payroll & Other Compensation	\$ 4,709,407	\$ 5,441,682
17	Current Compensated Absences Obligations	\$ 3,852,762	\$ 3,842,292
18	Unearned Revenue	\$ 53,955,260	\$ 52,554,349
19	Current Portion of Long-Term Lease/Subscript Obligations	\$ 2,175,395	\$ 2,188,907
20	Current Portion of Long-Term Debt Obligations	\$ 5,255,000	\$ 5,060,000
Total Current Liabilities		\$ 72,062,924	\$ 70,397,242
Non-Current Liabilities:			
21	Compensated Absences Liability	\$ 4,470,639	\$ 3,815,562
22	Bonds Payable	\$ 76,318,228	\$ 81,978,054
23	Lease & Subscription Liability	\$ 2,611,389	\$ 2,455,643
24	Net Pension Liability	\$ 107,116,780	\$ 143,514,579
Total Noncurrent Liabilities		\$ 190,517,036	\$ 231,763,838
Total Liabilities		\$ 262,579,960	\$ 302,161,080
25 Deferred Inflow of Resources - Pension Amounts		\$ 69,697,640	\$ 57,664,686
26 Net Position:			
	Invested in Capital Assets, Net of Related Debt	\$ 138,501,230	\$ 133,631,635
	Restricted:		
	Restricted Fund Activities	\$ 2,393,405	\$ 3,043,593
	Capital Projects	\$ 2,089,449	\$ 3,593,200
	Net Other Post-Employment Benefits Asset	\$ 18,951,265	\$ 2,549,473
	Unrestricted	\$ (67,546,123)	\$ (80,127,943)
Total Net Position		\$ 94,389,226	\$ 62,689,958

Lansing Community College
 Schedule of Investments
 Month Ending January 31, 2026

Short Term (< one year)

Account	Market Value	Yield	FY2026 YTD Income
CDARs First National Bank of Michigan	\$ 18,453,169	3.69%	\$ 397,358
ICS First National Bank of Michigan	\$ 6,295,190	2.25%	\$ 100,041
PNC Money Market Account	\$ 15,403,042	3.78%	\$ 382,019
Michigan Liquid Asset Fund Investments	\$ 26,262,058	3.81%	\$ 505,463
Total Short Term Investments	\$ 66,413,458		\$ 1,384,881

Long Term (> one year)

Account	Market Value	Yield	FY2026 YTD Income
Treasury Note JPMorgan Securities	\$ 5,021,680	3.87%	\$ 110,742
Total Long Term Investments	\$ 5,021,680		\$ 110,742

Lansing Community College
 Capital Projects
 Month Ending January 31, 2026

Approved Capital Projects	Project Approved Budget	Cumulative Project Expenses	Outstanding Commitments	Uncommitted Balance
CY2023 Capital Project Gannon Transfer Center	\$ 3,600,000	\$ 1,503,751	\$ 1,369,654	\$ 726,595
CY2023 Capital Project WC Cyber Security Center	\$ 3,200,000	\$ 2,852,354	\$ 294,362	\$ 53,284
CY2023 Capital Project Police Department Office	\$ 500,000	\$ 646	\$ -	\$ 499,354
CY2024 Capital Project CRAA Lease Termination	\$ 1,500,000	\$ 377,457	\$ -	\$ 1,122,543
CY2025 Capital Project A&S Building Fume Hood Replacement	\$ 1,300,000	\$ -	\$ -	\$ 1,300,000
CY2025 Capital Project HHS Simulation Center	\$ 6,250,000	\$ -	\$ -	\$ 6,250,000
Total Capital Projects	\$ 16,350,000	\$ 4,734,207	\$ 1,664,016	\$ 9,951,777

Lansing Community College
 Statement of Revenues, Expenses and Changes in Net Position
 Month Ending January 31, 2026

Operating Statement Line item	All Funds Current Year-to-Date Actual	General Fund	Pension Liability Fund	Designated Funds	Auxiliary Service Funds	Restricted Funds	Plant Funds
Operating Revenues:							
Tuition & Fees, Net of Estimated Uncollectible	\$ 30,168,945	\$ 28,350,506	\$ -	\$ -	\$ 979,854	\$ -	\$ 838,586
Federal Grants & Contracts	\$ 2,348,090	\$ -	\$ -	\$ -	\$ -	\$ 2,348,090	\$ -
State Grants & Contracts	\$ 551,313	\$ -	\$ -	\$ -	\$ -	\$ 551,313	\$ -
Local Grants & Contracts	\$ 3,191,812	\$ 1,438,093	\$ -	\$ -	\$ -	\$ 1,753,719	\$ -
Sales & Services of Auxiliary Activities	\$ 359,955	\$ 450	\$ -	\$ -	\$ 353,949	\$ -	\$ 5,556
Michigan New Jobs Training Programs	\$ 2,875	\$ -	\$ -	\$ -	\$ -	\$ 2,875	\$ -
Miscellaneous	\$ 427,069	\$ 239,596	\$ -	\$ 17,800	\$ 50,229	\$ -	\$ 119,445
Total Operating Revenue	\$ 37,050,059	\$ 30,028,644	\$ -	\$ 17,800	\$ 1,384,031	\$ 4,655,998	\$ 963,587
Operating Expenses:							
Instruction	\$ 20,738,743	\$ 20,318,428	\$ -	\$ 469	\$ -	\$ 419,847	\$ -
Instructional Support	\$ 13,494,157	\$ 12,786,631	\$ -	\$ 66,694	\$ -	\$ 640,832	\$ -
Student Services	\$ 22,899,078	\$ 10,125,847	\$ -	\$ 39,257	\$ -	\$ 12,733,974	\$ -
Public Services	\$ 1,665,066	\$ 860,155	\$ -	\$ 16,625	\$ 318,546	\$ 469,740	\$ -
Operation & Maintenance of Plant	\$ 11,740,125	\$ 8,207,978	\$ -	\$ 41,047	\$ 585,147	\$ 594,607	\$ 2,311,346
Information Technology	\$ 12,447,576	\$ 9,986,569	\$ -	\$ 364,491	\$ 121,409	\$ 63,690	\$ 1,911,417
Institutional Administration	\$ 13,793,276	\$ 11,012,604	\$ -	\$ -	\$ (4,925)	\$ 2,785,597	\$ -
Depreciation & Amortization	\$ 5,598,833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,598,833
Total Operating Expenses	\$ 102,376,853	\$ 73,298,212	\$ -	\$ 528,582	\$ 1,020,177	\$ 17,708,287	\$ 9,821,596
Operating Income (Loss)	\$ (65,326,794)	\$ (43,269,568)	\$ -	\$ (510,782)	\$ 363,855	\$ (13,052,289)	\$ (8,858,009)
Non Operating Revenues (Expenses):							
State Appropriations	\$ 26,659,315	\$ 23,802,053	\$ -	\$ -	\$ -	\$ 2,857,262	\$ -
Property Taxes, Net of Estimated Uncollectible	\$ 33,448,670	\$ 33,448,670	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 1,493,755	\$ 1,493,755	\$ -	\$ -	\$ -	\$ -	\$ -
Interest on Capital Asset - Related Debt	\$ (1,641,959)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,641,959)
PELL	\$ 10,128,236	\$ -	\$ -	\$ -	\$ -	\$ 10,128,236	\$ -
Miscellaneous Non-Operating Revenue/(Loss)	\$ 40,220	\$ 14,367	\$ -	\$ -	\$ -	\$ -	\$ 25,853
Net Non-operating Revenue (Expenses)	\$ 70,128,237	\$ 58,758,845	\$ -	\$ -	\$ -	\$ 12,985,498	\$ (1,616,106)
Income (Loss) Before Transfers	\$ 4,801,443	\$ 15,489,277	\$ -	\$ (510,782)	\$ 363,855	\$ (66,791)	\$ (10,474,115)
Transfers:							
Transfers In/(Out), Net	\$ -	\$ (16,435,667)	\$ -	\$ 895,977	\$ (400,000)	\$ 114,690	\$ 15,825,000
Capitalization of Fixed Assets From Non-Plant Funds	\$ -	\$ -	\$ -	\$ (46,103)	\$ -	\$ (666,955)	\$ 713,058
Net Increase (Decrease) in Net Position	\$ 4,801,443	\$ (946,390)	\$ -	\$ 339,092	\$ (36,145)	\$ (619,056)	\$ 6,063,943
Net Position:							
Beginning of Year	\$ 89,587,783	\$ 34,035,725	\$ (121,460,349)	\$ 7,161,543	\$ 2,208,262	\$ 3,012,461	\$ 164,630,141
Net Position End of Period	\$ 94,389,226	\$ 33,089,335	\$ (121,460,349)	\$ 7,500,635	\$ 2,172,117	\$ 2,393,405	\$ 170,694,084

LANSING COMMUNITY COLLEGE
Revenue & Expense Account Information

Exhibit	Line	Account Title	Exhibit	Line	Account Title
		REVENUES			Purchased Services
			B	30	Advertising
A	1	State Appropriations			Commercial Printing/Publication
A	2	Property Taxes, Net of Estimated Uncollectible			Curriculum Development/Contracted
A	3	Tuition & Fees, Net of Estimated Uncollectible			Direct Instruction/Contracted
A	4	Other Revenues			Equipment Moving
		County School District Programs			Instructional Support/Contracted
		Gain on Sale of Fixed Assets			Service Contracts
		Investment Income/Interest			Technical Support
					Temporary Help/Agency
					Miscellaneous Purchased Services
		EXPENSES	B	31	Rental Expense
B	27	Institutional Expenses			Building Rentals
		Bond Administrative Expenses			Equipment Rentals
		Chargebacks			Other Rentals
		Indirect Cost Expense			
		Liability Insurance			
		Mailing Expense			
		Property Taxes			
		Internet Services			
		Bank Service Charges			
		Cost Share Expense			
		Contributions & Sponsorships	B	32	Repair & Maintenance
B	28	Utilities			Building Maintenance Contracts
		Electricity			Building Repairs
		Gas			Equipment Repairs
		Steam			Equipment Service Contracts
		Water			Repair & Maintenance
		Cable Television			Vehicle Repair & Maintenance
					Grounds Maintenance
B	29	Professional Services	B	33	Supplies & Non-Capital Equipment
		Administrative/Management Consulting			Fuel College Vehicles
		Architect/Engineering Services			Memberships
		Audit Services			Reference Books
		Election Costs			Software & Site Licenses
		Government Relations Consulting			Subscriptions
		Legal Consultant			Supplies
		Collection Fees			Course Textbooks & E-Books
		Miscellaneous Professional Fees			Building Improvements <\$5,000
					Furniture < \$5,000
					Equipment < \$5,000
					Instructional Equipment <\$5,000
					Operational Equipment <\$5,000
					Tech Equipment/Computers <\$5,000
			B	34	Travel, Training & Conferences
					Travel Lodging
					Travel Meal Allowance
					Travel Miscellaneous
					Travel Transportation
					Registration Fees
					Meeting Expense
					Travel Mileage
					Fleet Vehicle Chargeback
					Event Expense

LANSING COMMUNITY COLLEGE
Asset, Liability & Net Position Account Information

Exhibit	Line	Account Title	Exhibit	Line	Account Title
		ASSETS			LIABILITIES
		CURRENT ASSETS			CURRENT LIABILITIES
C	1	Cash & Cash Equivalents	C	14	Accounts Payable
		Checking Accounts			Accounts Payable
		Savings Accounts			Student Payables
C	2	Short-Term Investments (See Also Exhibit D)			Escheat Payable
		Investment Accounts			Sales/Use Tax Payable
		Certificates of Deposit			
C	3	Property Taxes Receivable, Net of Est Uncollectible	C	15	Accrued Interest Payable
C	4	State Appropriations Receivable	C	16	Accrued Payroll & Other Compensation
C	5	Federal & State Grants Receivable			Accrued Salaries & Wages
C	6	Accounts Receivable, Net of Est Uncollectible			Accrued FICA
		Tuition & Fees			Income Tax Withholdings
		Non-Student Accounts Receivable			Employee Deductions
C	7	Prepaid Expenses			Retirement Contributions
C	8	Due from Component Unit			Long Term Disability Insurance
		NON-CURRENT ASSETS			Life Insurance
C	9	Long-Term Investments (See Also Exhibit D)			Tuition Benefits
C	10	Capital Assets, Net of Accumulated Depreciation			Workers Compensation
		Land & Improvements			
		Buildings & Improvements			
		Furniture			
		Instructional Equipment			
		Operational Equipment			
		Technology Equipment & Computers			
		Vehicles			
		Intangible Assets			
		Lease Assets			
		Subscription-Based Information Technology Assets			
C	11	Net Other Post-Employment Benefits Asset	C	19	Current Portion of Long-Term Lease/Subscription Obligations
C		Deferred Outflow of Resources	C	20	Current Portion of Long-Term Debt Obligations
	12	Deferred Charge on Refunding Bonds			NON-CURRENT LIABILITIES
	13	Deferred Pension Amounts	C		Long-Term Debt Obligations
			21		Compensated Absences Liability
			22		Bonds Payable
			23		Lease & Subscription Liability
			24		Net Pension Liability
C			C	25	Deferred Inflow of Resources - Pension Amounts
					NET POSITION
C			C	26	NET POSITION
					Invested in Capital Assets, Net of Related Debt
					Restricted
					Unrestricted

LANSING COMMUNITY COLLEGE
Organization to Division Crosswalk

Organization Number	Organization Title	Division
12521	Academic Senate	Academic Affairs
20501	Learning Assistance Administration	Academic Affairs
20510	Library Technical Services & Systems	Academic Affairs
20520	Library Support	Academic Affairs
20530	Library Instruction & Reference	Academic Affairs
20540	Learning Commons	Academic Affairs
20550	Library Technology Resources	Academic Affairs
40001	Academic Affairs Administration	Academic Affairs
40002	Provost Professional Development	Academic Affairs
40010	e-Learning	Academic Affairs
40015	Center for Data Science	Academic Affairs
40100	Center for Teaching Excellence	Academic Affairs
40200	Achieving the Dream	Academic Affairs
13205	Special Events	Administrative Services
50001	Administrative Services Administration	Administrative Services
50100	Logistical Services Administration	Administrative Services
50110	Print Services	Administrative Services
50201	Facilities Office Services	Administrative Services
50210	Custodial Services & Recycling	Administrative Services
50220	Building Maintenance, Repair & Renovation	Administrative Services
50230	Grounds Maintenance	Administrative Services
50240	Moving Services	Administrative Services
50250	Utilities Consumption	Administrative Services
50301	Police Department	Administrative Services
50320	Transportation & Fleet	Administrative Services
50330	Emergency Management	Administrative Services
50401	Conference & Food Services	Administrative Services
50402	Student Parking	Administrative Services
50502	Employee Parking	Administrative Services
50601	Occupational & Environmental Safety	Administrative Services
12512	K-12 Operations	Advancement, External Affairs & K-12 Operations
13001	Advancement & External Affairs Administration	Advancement, External Affairs & K-12 Operations
13300	LCC Foundation	Advancement, External Affairs & K-12 Operations
13400	Educational Resource Development	Advancement, External Affairs & K-12 Operations
13601	C3R Administration	Advancement, External Affairs & K-12 Operations
407001	Arts & Sciences Administration	Arts & Sciences
407130	Honors Program	Arts & Sciences
407202	Teacher Preparation	Arts & Sciences
407212	History	Arts & Sciences
407213	Humanities	Arts & Sciences
407217	Education	Arts & Sciences
407218	Political Science	Arts & Sciences
407219	Sociology & Anthropology	Arts & Sciences
407220	Psychology	Arts & Sciences
407251	English, Humanities & Social Science Administration	Arts & Sciences
407302	Writing Center	Arts & Sciences
407320	English Department	Arts & Sciences
407411	Math & Computer Science	Arts & Sciences
407451	Science & Math Administration	Arts & Sciences
407502	Science & Math Education Center	Arts & Sciences
407511	Biology	Arts & Sciences
407512	Chemistry	Arts & Sciences
407513	Physical Sciences	Arts & Sciences
407610	Art & Design	Arts & Sciences
407615	Digital Media & Design	Arts & Sciences
407630	Music	Arts & Sciences
407635	Theatre	Arts & Sciences
407640	Performing Arts Production	Arts & Sciences
407645	World Languages	Arts & Sciences
407650	Sign Language	Arts & Sciences
407655	Communication	Arts & Sciences
407811	Student Development	Arts & Sciences
407820	Adult Basic Education	Arts & Sciences
407910	Accounting	Arts & Sciences
407920	Business	Arts & Sciences
407940	Management	Arts & Sciences
407950	Marketing	Arts & Sciences
407960	Economics	Arts & Sciences
407991	Business, Communication & the Arts Administration	Arts & Sciences
11100	Board of Trustees	Board of Trustees
12402	Risk Management & Legal Services	Business Operations

LANSING COMMUNITY COLLEGE
Organization to Division Crosswalk

Organization Number	Organization Title	Division
12403	Compliance Office	Business Operations
13100	Public Relations	Business Operations
13200	Collegewide Marketing	Business Operations
13202	Radio & TV Broadcasting	Business Operations
13203	Organizational Development	Business Operations
70300	Purchasing Services	Business Operations
30001	Community Education & Workforce Development Administration	Community Education & Workforce Development
30201	Extension & Lifelong Learning Office	Community Education & Workforce Development
30211	East Lansing Extension Center	Community Education & Workforce Development
30214	Jobs Training Center	Community Education & Workforce Development
30215	English for Speakers of Other Languages Non-Credit	Community Education & Workforce Development
30220	Adult Enrichment	Community Education & Workforce Development
30225	Youth Programs	Community Education & Workforce Development
30240	Centralized Services	Community Education & Workforce Development
30301	Business & Community Institute Administration	Community Education & Workforce Development
30320	Business & Community Institute	Community Education & Workforce Development
30330	MI New Jobs Training Program	Community Education & Workforce Development
30400	Small Business Development Center	Community Education & Workforce Development
30501	Job Training Center Administration	Community Education & Workforce Development
12100	Office of the President	Executive Office
12401	Office of the Senior Vice President - Business Operations	Executive Office
12501	Office of the Provost	Executive Office
20310	Financial Aid	Financial Services
70001	Office - Chief Financial Officer	Financial Services
70110	Accounting Services	Financial Services
70120	Payroll	Financial Services
70130	Student Finance	Financial Services
70200	Financial Planning, Analysis & Review	Financial Services
70400	Project Management & Business Analysis	Financial Services
80001	Institutional Accounts	Financial Services
405001	Health & Human Services Administration	Health & Human Services
405002	Medical Locked Storage	Health & Human Services
405003	HHS Recruitment/Community Outreach	Health & Human Services
405005	Mental Health & Aging	Health & Human Services
405211	Child Development	Health & Human Services
405212	Dental Hygiene	Health & Human Services
405213	Diagnostic Medical Sonography	Health & Human Services
405215	Human Services	Health & Human Services
405217	Radiologic Technology	Health & Human Services
405218	Surgical Technology	Health & Human Services
405221	Neurodiagnostic Technology	Health & Human Services
405312	Community Health Services	Health & Human Services
405313	Nursing	Health & Human Services
405314	Medical Assistant	Health & Human Services
405320	Emergency Medical Services	Health & Human Services
405510	Physical Fitness & Wellness Lab	Health & Human Services
405525	Kinesiology & Health & Wellness	Health & Human Services
405530	Fitness	Health & Human Services
405535	Massage Therapy	Health & Human Services
12301	Human Resources	Human Resources
12302	Collegewide Professional Development	Human Resources
12311	Total Compensation & Benefits	Human Resources
12312	Labor Relations	Human Resources
60001	Office - Chief Information Officer	Information Technology Services
60110	Enterprise Systems	Information Technology Services
60120	Infrastructure Support Services	Information Technology Services
60130	Information Security	Information Technology Services
60140	Technology Support Services	Information Technology Services
60150	ITS Project Management	Information Technology Services
60210	Infrastructure Maintenance	Information Technology Services
12111	Office - Chief Diversity Officer	Office of Empowerment
12112	Maya Angelou Training Center	Office of Empowerment
12113	Cesar Chavez Multicultural Center	Office of Empowerment
12121	Martin Luther King Equity Center	Office of Empowerment
20001	Student Affairs Administration	Student Affairs
20101	Strategic Enrollment Management Administration	Student Affairs
20110	Registrar's Office	Student Affairs
20120	Admissions	Student Affairs
20130	Global Student Services	Student Affairs
20201	Student Support Administration	Student Affairs
20210	Center for Employment Services	Student Affairs

LANSING COMMUNITY COLLEGE
Organization to Division Crosswalk

Attachment 3

Organization Number	Organization Title	Division
20220	Counseling	Student Affairs
20230	Advising	Student Affairs
20240	Testing Services	Student Affairs
20250	Non-Traditional & Special Populations	Student Affairs
20401	Academic & Career Pathways Administration	Student Affairs
20610	Athletics	Student Affairs
20615	Athletic Youth Camps	Student Affairs
20620	Student Life	Student Affairs
20710	StarZone	Student Affairs
25101	Academic Success	Student Affairs
30100	Transfer Center	Student Affairs
40401	Center for Veteran & Family Support	Student Affairs
406001	Technical Careers Administration	Technical Careers
406002	TC Recruitment & Community Outreach	Technical Careers
406111	Architectural Technology	Technical Careers
406112	Civil Technology	Technical Careers
406115	Building Construction	Technical Careers
406201	Advanced Manufacturing Program Administration	Technical Careers
406214	Manufacturing Engineering Technology	Technical Careers
406215	Welding Technology	Technical Careers
406301	Transportation Maintenance Program Administration	Technical Careers
406311	Automotive Technologies	Technical Careers
406313	Aviation Maintenance/Avionics	Technical Careers
406316	Heavy Equipment Repair	Technical Careers
406401	Technical Careers Apprenticeships	Technical Careers
406402	LEJATC Program	Technical Careers
406501	Computer Information Technology Administration	Technical Careers
406510	Computer Information Technology	Technical Careers
406612	Electrical Technology	Technical Careers
406613	Heating, Ventilation & Air Conditioning	Technical Careers
406701	Public Services Careers Administration	Technical Careers
406711	Criminal Justice	Technical Careers
406712	Legal Studies	Technical Careers
406713	Fire Science	Technical Careers
406714	Fire Science Academy	Technical Careers
406715	Police Academy	Technical Careers
406716	Corrections Academy	Technical Careers
406801	Aviation Administration	Technical Careers
406901	Trades Technology Program Administration	Technical Careers

Glossary of Terms

Academic Term

An academic term is any period of time in which course work is offered by the institution and for which students seek enrollment. The term may include a regular session or a special session or both. The College uses the semester system, which consists of the summer, fall and spring semesters.

Auxiliary Fund

The Auxiliary Fund accounts for college services where a fee is charged. Each enterprise/service should be accounted for separately using a group of self-balancing accounts within the fund. Examples of accounts in this fund include food service, bookstore, and parking.

BANNER

An enterprise system designed for higher education. LCC has utilized Banner for finance and student system information since 2007.

Benefits

Various benefits, other than salaries and wages provided by the College to employees which include: retirement; health insurance; dental insurance; long term disability insurance; vision insurance; life insurance; earned leave; tuition waivers; sabbatical leave; etc.

Bond

A bond is a written promise to pay a specific sum of money, called the face value or principle amount, at a specified date (or dates) in the future, called the maturity date, and with periodic interest at a rate specified in the bond. A bond is generally issued for a specific purpose or project, such as construction of a new facility.

Capital Budget

The Capital Budget includes funding for capital assets and infrastructure such as facilities, renovation, and certain equipment.

Contingency

Contingency funds are those appropriations set aside as a reserve for emergencies or unforeseen expenditures. At Lansing Community College no funds shall be transferred out of reserves/contingency funds without prior approval of the Board of Trustee.

Course Fees

Course Fees are additional fees for certain courses where there are added costs to delivering instruction. These fees are made up of the cost of classroom supplies and materials, the maintenance of laboratory equipment, and the additional personnel required to provide high-quality instruction and meet accreditation standards.

Debt Service

Debt service includes expenditures for the retirement of long-term debt and expenditures for interest on the debt.

Deferred Inflow and Deferred Outflow

Deferred Inflows and Deferred Outflows are resources which the College has expended or received but the related expense or revenue are for a future period, therefore, the deferral of that expense or revenue is recorded in the Statement of Net Position. Deferred inflows and outflows are not assets or liabilities of the College as the resources are not within the College's control.

Designated Fund

The Designated Fund is used to account for funds which are designated for use to finance specific operations at the College. The purpose or designation of the funds is determined by the Board of Trustees.

Encumbrance

A claim on an asset that reduces availability due to the obligation, such as a purchase order.

Equipment

Equipment is classified as a free-standing item having an acquisition value of \$5,000 or higher, and a normal life expectancy of one year or longer.

Fiscal Year (FY)

The fiscal year is the period over which a college budgets its spending. It consists of a period of twelve months, not necessarily concurrent with the calendar year; a period to which appropriations are made and expenditures are authorized and at the end of which accounts are closed and the books are balanced. Lansing Community College's fiscal year is the period July 1 to June 30.

Full-time Equivalent (FTE)

An FTE is equal to 100% of the normal full-time work hours per job classification.

Fund

An income source established for the purpose of carrying on specific activities, or attaining certain objectives, in accordance with special regulations, restrictions or limitations. The terms and conditions established by this income source and/or the College must be in compliance with making expenses against the particular account.

Fund Accounting

A method of accounting that separates and tracks financial transactions to meet restrictions and reporting requirements imposed by funding sources and/or the College.

Fund Balance

The balance remaining in each fund account representing the funds available for unforeseen occurrences, such as revenue shortfalls and unanticipated expenditures as well as for future use as the restrictions governing the fund allows.

Fund Group

A high-level classification of all fund sources which have similar characteristics.

General Fund

This fund is used to account for all transactions not required to be accounted for in another fund, and is used for all general purpose operating activities of the College.

Grant

Monetary award usually from the federal or state government and its use is restricted to a specific purpose. Each specific grant should be set up as a fund and accounted for separately using a complete group of self-balancing accounts.

Investment Income

Income or revenue derived from investments in securities or other properties in which money is held, either temporarily or permanently, in expectation of obtaining revenues. Legal investments for community college funds are governed by state statute, the Community College Act 331, which allows current operating funds, special funds, interest and sinking funds, and other funds belonging to or in the custody of the College, including restricted and unrestricted funds, to be invested only in the types of investments permitted by law.

Plant Funds

Funds to be used for the construction, alteration or purchase of physical property of the College e.g., land, buildings, capital improvements, equipment and library collections.

Property Taxes

Taxes levied on real and personal property by the college district. The community college millage is levied for the specific purpose of funding college operations.

- **State Equalized Value (SEV):** In Michigan this is 50% of the appraised value of the property.
- **Taxable Valuation:** The value of the property used to determine the property tax. It may or may not be the SEV.

Restricted Fund

The Restricted Fund is used to account for funds that have restrictions on their use. The purpose of the funds is determined by the donors or sponsoring agency. The revenues for the restricted fund come largely from Federal Grants/Contracts, State of Michigan Grants/Contracts, Local Grants/Contracts and Private Gifts/Grants. Each specific grant is accounted for separately using a complete group of self-balancing accounts.

Sabbatical Leave

In accordance with the collective bargaining agreement between the College and its faculty, the College grants sabbatical leaves to various full-time faculty members. The leaves are granted to enhance the professional competence of these instructors, who are required to return to work for the College for a period of one year following the sabbatical. The benefit is recorded in the fiscal year the leave is taken.

Services and Supplies

Any un-capitalized article, material or service that is consumed in use, is expendable or loses its original shape or appearance with use. This category includes the cost of outside or contracted services as well as materials and supplies necessary for the conduct of the College's business.

State Appropriations

Revenue received by the College from the State of Michigan based on multiple formulas.

Student Tuition and Fees

The student tuition and fees category includes all student tuition and student fees assessed against students for educational and general purposes. Tuition is the amount per billable hour times the number of billable hours charged a student for taking a course at the College. Fees include course fees, registration fees, transcript fees, and similar charges not covered by tuition.

Vacancy Factor

A line item, set annually as a percentage of overall compensation, reducing the projected expense in an estimation of the value of unspent budget due to lag in position incumbency. The vacancy factor will serve to limit over budgeting and help keep tuition and fee costs as low as possible.

Lansing Community College -Board of Trustees
February 16, 2026

Agenda Item: Monthly Police Department Report

Presented for Information

PURPOSE

To provide information regarding police contacts, parking enforcement, and dispatch activity as part of the administration's monthly monitoring reports.

BACKGROUND

On March 21, 2022, the Lansing Community College (LCC) Board of Trustees passed a motion requiring the administration to provide monthly reports regarding the Police Department's interactions with LCC's campus communities.

LCC's Police Department strives to be part of the solution to a national criminal justice system that has systematically and disparately impacted communities of color and the poor. In part, this report provides evidence of the Police Department's progress in responding to the Board's resolution to address racial injustice through diversity, equity, and inclusion and LCC's Equity Action Plan.

Exhibit A – Monthly Citizen Contact Reports

Beginning in August 2021, LCC police officers started providing Citizen Contact Receipts (aka Stop Receipts) to any individual with whom the officers have official contact. Stop Receipts are physical documents containing all the relevant information resulting from a person's interactions with LCC police, including time, date, location, officer name, and badge number, the reason for interaction, race, gender, and result of the interaction. Information pertaining to force or other aspects of police intervention will also be chronicled on Stop Receipts, as applicable.

In addition, parking enforcement and dispatch activity information is pulled from the Michigan State Police – State Records Management System. Calls for service include, but are not limited to, battery jump starts, vehicle unlocks, parking assistance, escorts, room unlocks, after-hours building access, accidents, injuries, medical emergencies, concerning behaviors, select college policy violations, campus-related crimes, and general requests for assistance from students, employees, and guests.

IMPLICATIONS

Financial:

N/A

Strategic Plan:

N/A

Human Resources:

N/A

RISKS

Maintaining transparency in LCC's policing policies, procedures, and practices is an essential part of being accountable to the community we serve. This framework establishes a culture of value around diversity, equity, inclusion, and justice. It also creates the foundation for a system of accountability for everyone who works within the Police Department. Failure to adhere to these values would erode the trust between LCC's Police Department and the community.

OTHER OPTIONS/ALTERNATIVES

N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

1. Exhibit A – Monthly Citizen Contact Reports

Exhibit A – Monthly Citizen Contact Reports

Lansing Community College Police Department

Citizen Contact Report – January 2026

Contact Number	Time	Primary Reason for Contact	Incident or Violation	Disposition/Comment	Citation Issued	Warning Issued	Custodial Arrest	Arrest Type	Gender	Race
1	3:18am	Dispatched	Loitering in ramp	Officer approached to investigate	No	No	Yes	Open arrest warrant	Male	White
2	11:29pm	Dispatched	Loitering in ramp	Officer spoke with individuals to investigate activity	No	Yes	No	N/A	Male	White
3	11:29pm	Dispatched	Same as #2	Same as #2	No	Yes	No	N/A	Female	White
4	11:54pm	Investigative Stop	Riding a bike in the middle of street without lights in the dark (unsafe for approaching vehicles)	Officer conducted a stop to investigate	No	Yes	Yes	Open arrest warrant	Male	Black or African American
5	3:38am	Citizen Complaint	Officer flagged down for mental health situation	Transported by LFD to CMH/Also had 2 open arrest warrants. Was advised and released.	No	Yes	No	N/A	Male	White
6	11:26pm	Traffic Violation	Driving wrong way on one way	N/A	No	Yes	No	N/A	Male	White
7	10:14am	Traffic Violation	Expired tag	N/A	No	Yes	No	N/A	Female	Black or African American
8	12:25am	Traffic Violation	Disregard traffic control device	N/A	No	Yes	No	N/A	Female	Black or African American
9	2:19am	Traffic Violation	No turn on red	N/A	No	Yes	No	N/A	Female	White
10	9:38am	Traffic Violation	No turn on red	N/A	No	Yes	No	N/A	Female	Asian or Pacific Islander
11	8:35am	Traffic Violation	Expired tag	N/A	No	Yes	No	N/A	Male	Other
12	7:37am	Traffic Violation	Disregard traffic control device	N/A	No	Yes	No	N/A	Male	White
13	12:41pm	Traffic Violation	Expired tag	N/A	No	Yes	No	N/A	Female	White

Lansing Community College Police Department

Citizen Contact Report – January 2026

Contact Number	Time	Primary Reason for Contact	Incident or Violation	Disposition/Comment	Citation Issued	Warning Issued	Custodial Arrest	Arrest Type	Gender	Race
14	10:42am	Traffic Violation	No turn on red	N/A	No	Yes	No	N/A	Male	Black or African American
15	10:58pm	Traffic Violation	No working tailights	N/A	No	Yes	No	N/A	Male	White
16	11:50pm	Traffic Violation	Disregard traffic control device	Multiple violations	Yes	No	No	N/A	Male	Black or African American
17	10:32pm	Traffic Violation	No lights on	Officer conducted a traffic stop to investigate	Yes	No	Yes	Open arrest warrant	Female	White
18	10:22pm	Traffic Violation	Expired tag	Officer conducted a traffic stop to investigate	Yes	No	Yes	Open arrest warrants	Female	Hispanic or Latino
19	9:30pm	Traffic Violation	Improper display of tag	N/A	No	Yes	No	N/A	Female	Black or African American
20	8:25pm	Traffic Violation	No lights on	N/A	No	Yes	No	N/A	Male	Hispanic or Latino
21	11:24pm	Traffic Violation	Disregard traffic control device	Multiple violations	Yes	No	No	N/A	Male	White
22	10:49pm	Traffic Violation	Disregard traffic control device	Multiple violations	Yes	No	No	N/A	Male	White
23	12:50am	Traffic Violation	No lights on	N/A	No	Yes	No	N/A	Male	White
24	12:10am	Traffic Violation	Investigated possible medical situation	Driver not paying attention	No	No	No	N/A	Female	Black or African American
25	12:35am	Traffic Violation	No lights on	N/A	No	Yes	No	N/A	Male	White
26	10:35am	Traffic Violation	No turn on red	N/A	No	Yes	No	N/A	Female	White

Lansing Community College Police Department

Citizen Contact Report – January 2026

LCC PD CITIZEN CONTACTS		Counts			
Citizen Complaints:	1				
Dispatched:	3				
Field Interviews:	0				
Investigative Stops:	1				
Officer Initiated:	0				
Traffic Violation:	21				
Vehicle Safety Equipment Violation:	0				
Weapons Pat-down:	0				
Total:	26				
Demographics		Counts	Citation	Warning	Arrest
Males:	15	3	11	2	
Females:	11	2	8	2	
Unknown:	0	0	0	0	
Asian or Pacific Islander:	1	0	1	0	
Black or African American:	7	1	5	1	
Hispanic or Latino:	2	1	1	1	
Native American/Alaskan Native	0	0	0	0	
White:	15	3	11	2	
Other:	1	0	1	0	
Unknown:	0	0	0	0	
<hr/>					
Parking Violation - Warnings:	3				
Parking Violation - Citations:	0				
<hr/>					
Dispatch Activity - Calls for Services:	838				

Custodial Arrest: When an officer physically takes an individual into custody, and the individual is processed at a detention facility.

Arrest Warrant: A document issued by a judge or magistrate that authorizes the police to take someone accused of a crime into custody.

Lansing Community College – Board of Trustees
February 16, 2026

Agenda Item: Two-Year Financial Forecast

Presented for Information

PURPOSE

To present a financial forecast for FY2027 and FY2028 to the Board of Trustees.

BACKGROUND

The Board of Trustees Annual Board Planning Calendar (GP-306) requires the Administration to present this forecast to the Board of Trustees in February.

The College's Strategic Plan for 2025-2027 was approved in November 2024. The new Strategic Plan overhauled previous plans and led to a close examination of the College's mission, values, guiding principles, and goals, and the strategies used to realize them.

IMPLICATIONS

Financial:

N/A

Strategic Plan:

The College's financial planning, forecasting, and annual budget provide resources for all of the strategic plan's goals.

Human Resources:

N/A

RISKS

Failure to do financial planning threatens the long-term financial viability of the College.

OTHER OPTIONS/ALTERNATIVES

N/A

ATTACHMENTS

None

Policy Development

Lansing Community College - Board of Trustees
February 16, 2026

Agenda Item: Board Bylaw – 1.0 Authority to Adopt, Suspend, and Revise Bylaws

Presented for Information

PURPOSE

To conduct the review of the Board's Bylaws and present suggested revisions to the Board for consideration and approval.

BACKGROUND

No revisions were made to this bylaw; however, the committee is recommending a new numbering system. The first digit identifies the **bylaw chapter or major subject area** (e.g., *1.0 Authority*, *1.1 Membership*). The subsequent three-digit numbers identify **individual sections within that chapter** (e.g., *1.010 Adoption of Bylaws*, *1.020 Suspension*, *1.030 Revision*).

This structure allows new sections to be inserted in logical sequence without requiring renumbering of the entire chapter, supports clearer cross-referencing in Board materials and legal citations, and promotes uniformity across all Board bylaws. The revised numbering system is intended to align with best practices in governance documentation and facilitate future amendments and expansion.

ATTACHMENTS:

1. Board Bylaw – 1.0 Authority to Adopt, Suspend, and Revise Bylaws



AUTHORITY TO ADOPT, SUSPEND, AND REVISE BYLAWS

Board Bylaw - 1.0

1.010 Adoption of Bylaws

These amended and restated bylaws are adopted under the authority granted in the Community College Act of 1966 (the "Community College Act"), Act 331 of 1966, as amended, MCL 389.1 et seq.

MCL 389.125(d).

1.020 Suspension

Except as otherwise prohibited by law, these Board bylaws may be suspended, in whole or in part, at any meeting of the Board by the Chairperson, if without objection, or by a majority vote of the Board, and such action shall apply to that meeting only.

1.030 Revision

Except as otherwise prohibited by law, these Board bylaws may be altered, amended, or repealed and new bylaws adopted at any Regular or Special Board meeting, provided that the proposal has been presented at a previous meeting of the Board. This rule may be waived by a majority vote of the Board at a meeting at which the proposal is presented.

Any new or amended bylaw properly adopted shall take immediate effect unless otherwise stated by the Board at the time of adoption.

¹Last Reviewed:

¹ Adopted: 12/04/2001 (Authority to Adopt, Suspend, and Revise Bylaws)

Revision History:

Reviewed:

Lansing Community College - Board of Trustees
February 16, 2026

Agenda Item: Board Bylaw – 1.1 Membership (REVISED)

Presented for Information

PURPOSE

To conduct the review of the Board's Bylaws and present suggested revisions to the Board for consideration and approval.

BACKGROUND

This policy was updated to the new numbering system, and the following revision recommendations were made.

A. 1.1.40 Elections

Language was revised to clearly identify the Ingham County Clerk as the entity responsible for providing election notices and managing nominating petitions, replacing less specific or duplicative references.

References to the canvass of election results were edited to accurately state that the Board of Canvassers conducts the final canvass, aligning the bylaw with statutory language.

B. 1.1.50 Oath of Office, Acceptance, and Filing of Board Members

The section heading was revised to more clearly reflect its scope, addressing Oath of Office, Acceptance, and Filing requirements.

Filing requirements were expanded to specify the 15-day timeframe following appointment or final canvass and to clarify the role of the Executive Assistant/Liaison to the Board in the filing process.

Statutory references were strengthened and aligned with Act 331 of 1966.

The Affidavit, Acceptance, and Oath language was standardized. Minor edits were made to improve clarity, consistency, and legal precision in the required forms, without altering their substantive intent.

C. 1.1.60 Vacancy on the Board

The vacancy provisions were updated to align with the statute. The vacancy section was significantly expanded to include detailed statutory language, including timelines, election thresholds (for unexpired terms exceeding 1 year and

8 months), and limitations related to upcoming primary elections. This replaces a shorter, more general description and ensures full compliance with current law.

D. 1.1.70 New Board Member Orientation

The orientation timeline was clarified. Language was refined to specify that new board member orientation should occur within 90 days of election or appointment, improving clarity and consistency.

E. 1.1.80 Board Members Seeking Employment with the College

Employment restriction language corrected: Grammatical edits were made to clarify that a trustee must resign before applying for employment with the College, while reaffirming that College employees are ineligible for Board membership.

ATTACHMENTS:

1. Board Bylaw – 1.1 Membership (*REVISED*)



MEMBERSHIP Board Bylaw - 1.1

1.1.10 Board of Trustees as Governing Body

The governing body of Lansing Community College shall be the Board of Trustees, membership of which shall be determined in accordance with the Community College Act.

1.1.20 Board Composition

The Board of Trustees consists of seven (7) persons elected at large every two (2) years at the regular College District election for a staggered six (6) year term. Nomination and election to the Board shall be in accordance with the Community College Act.

MCL 389.34a.

1.1.30 Qualification

A candidate for election to the Board of Trustees must be a resident elector in the Community College District.

MCL 389.151.

1.1.40 Elections

Regular elections shall be held biannually in even years on annual school election dates as prescribed by the Community College Act.

All Notices of regular or special elections to be held by the College District shall be given by the Secretary of the Board of Trustees in the manner prescribed by law. are provided by the Ingham County Clerk.

Nominating petitions for prospective candidates may be obtained from the Ingham County Clerk and shall be provided at the Administration Office of the College to prospective candidates and shall be filed with the Ingham County Clerk, consistent with applicable state law.

The final canvass of the results of any community college election shall be made by the Board of Canvassers, in accordance with applicable law.

MCL 389.36-38; MCL 389.152.

1.1.50 Installation of Board MembersOath of Office, Acceptance, and Filing of Board Members

~~Each person elected or appointed as a member of the Board of Trustees shall file with the Secretary of the Board of Trustees an Acceptance of Office, an Affidavit of Eligibility, and an Oath of office.~~

Within 15 days after their appointment or after the final canvass of their election, each person elected or appointed as a member of the Board of Trustees shall file with the Secretary of the Board of Trustees, through the Executive Assistant/Liaison to the Board, their oath of office and their acceptance of office, accompanied by a written affidavit setting forth the attestation of their eligibility as provided in sections 151 and 156 of Act 331 of 1966.

MCL 389.151 and MCL 389.156

All members of the Board of Trustees shall file an Affidavit of Eligibility in the following form:

“I, _____, a duly elected or appointed member of the Board of Trustees of Lansing Community College, do solemnly swear **or affirm** that I am an elector residing in _____, County of _____, and I have resided therein for more than thirty (30) days prior to the date of my election or appointment, **and that** I have also attained the age of eighteen years prior to the date of my election or appointment; **and that** I have resided in the State of Michigan for more than six (6) months, and **I am a United States citizen.**”

All members of the Board of Trustees shall file an Acceptance of Office in the following form:

“I accept the office of Trustee on the Board of Trustees of Lansing Community College and agree to serve in this position for the period required by statute or until my successor shall qualify.”

All members of the Board of Trustees shall take and subscribe to the following **Oath of Office or Affirmation:**

“I do solemnly swear (**or affirm**) that I will support the constitution of the United States and the **constitution of this state**, and that I will faithfully discharge the duties of the office of member of the Board of Trustees according to the best of my ability.”

Each trustee elected shall commence their term of office on January 1 following their election.

MCL 389.83, 389.156.

1.1.60 Vacancy on the Board

~~Whenever a vacancy occurs on the Board of Trustees, the remaining members of the Board shall immediately fill, by majority vote, the vacancy with a qualified elector of the College District, as prescribed by law. The Trustee so appointed shall hold office until the next regular election of members of the Board, at which time the vacancy will be filled by election for the remainder of the term.~~

Whenever a vacancy in the board of trustees occurs, the remaining members of the board, by majority vote, shall fill the vacancy immediately with a qualified elector of the college district. Except as provided in section 83 of Act 331 of 1966, any person so appointed shall hold office until the next regular community college election held for the election of members of the board of trustees in the college district, at which time the electors of the community college district shall fill the office for the unexpired portion of the term. If a person is appointed to fill a vacancy for which the unexpired term is more than 1 year and 8 months, that person shall serve until January 1 following the next general election. At the next general election, the vacancy must be filled for the unexpired term. A vacancy shall not be filled later than 60 days before a primary election at which voting district board members are to be elected.

MCL 389.158, 389.83(5)

1.1.70 New Board Member Orientation

It shall be the responsibility of the Chairperson of the Board of Trustees and the President of the College to inform new members of the Board about the budget and Strategic Plan of the College, the general organization and administration of its programs, the major problems it faces, programs of development in progress, and the way in which the Board functions. Such orientation shall be planned and carried out ~~after~~ within 90 days of each election or whenever a new member is appointed to fill an unexpired term. A new member is encouraged to attend the Association of Community Colleges Trustees (ACCT) New Trustee Orientation within their first year and the Governance Leadership Institute (GLI) hosted by MCCA.

1.1.80 Board Members Seeking Employment with the College

A Board member shall not apply for a position with the College unless and until ~~they have~~ he or she has first resigned from the Board. Similarly, employees of the College, regardless of the type of compensation received, are excluded from membership on the Board.

¹Last Reviewed:

¹ Adopted: 12/04/2001 (Membership)

Revision History: 10/17/05

Reviewed:



LCC provides equal opportunity for all persons and prohibits discriminatory practices based on 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 or participate in educational programs, courses, services or activities offered by the College.

The following individuals have been designated to handle inquiries regarding the non-discrimination policies: Equal Opportunity Officer, Washington Court Place, 309 N. Washington Square Lansing, MI 48933, 517-483-1730; Employee Coordinator 504/ADA, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1875; Student Coordinator 504/ADA, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1885; Human Resource Manager/Employee Title IX Coordinator, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1879; Student Title IX Coordinator, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-9632.