



LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
ADM Building Boardroom

February 16, 2026

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:01 p.m.

Roll Call

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

Pledge of Allegiance

Trustee Robert Proctor led the Pledge of Allegiance.

Chair Mathews read the LCC Land Acknowledgement.

Special Presentations

There were two poetry readings, "They Loved Everything About Us (Except Us)" by Damien Starks and "Freedom" by Chanel Massingill-Kelly, in honor of Black History Month.

The Board celebrated Coach Mike Ingram for achieving a historic milestone of his 700th career win as the LCC's Men's Basketball head coach.

Approval of Minutes

IT WAS MOVED BY Trustee Taylor and seconded by Trustee Frazier that the minutes of the January 26, 2026, Regular Board of Trustees meeting be adopted.

Roll call vote:

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

Nays: None

Absent: Thomas

The motion carried.

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 President's report for February 2026 to the Board.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- 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

IT WAS MOVED BY Trustee Garcia and seconded by Trustee Lovell that the Consent Agenda be approved.

Roll call vote:

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

Nays: None

Absent: Thomas

The motion carried.

Trustee-Generated Idea

The Administration provided updates on the Laptop Lending Program Expansion and Visitor Access.

Monthly Monitoring Report

The following Monitoring Reports were presented:

1. Monthly Financial Statements
2. Monthly Police Department Report
3. Two-Year Financial Forecast

There were questions and discussions by the Board.

Policy Development

The Policy Committee submitted the following revisions as a first read. They will be placed on the Consent Agenda next month for approval.

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.

Membership

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~~ **is** made by the Board of Canvassers, in accordance with applicable law.

MCL 389.36-38; MCL 389.152.

1.1.50 Installation of Board Members Oath 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.

Linkage Planning/Implementation

Chair's Report – Update on the ACCT National Legislative Summit

Chair Mathews briefly spoke about the ACCT National Legislative Summit. She thanked the LCC staff who helped to prepare the trip with legislators. Six Trustees attended this year's conference along with Dr. Robinson and staff.

Committee Reports – Audit Committee

There were no Audit Committee Updates

Board Members Report – Foundation Board Update

Trustee Frazier reported a 33% increase in scholarship applications compared to last year, with a total of 1,274 submissions. He mentioned that a dedicated group of 141 volunteers is currently reviewing these applications. Trustee Frazier highlighted that the Lansing Exchange Club generously donated \$6,000 for the Annual Exchange Club Scholarship. Finally, Trustee Frazier stated that to improve fundraising efforts for Registered Student Organizations and athletic

teams, the Foundation is now accepting Venmo payments. This initiative has already shown success, with nearly \$1,000 raised at the Registered Student Organizations fair last week.

Unfinished Business

There was no Unfinished Business.

New Business

There was no New Business.

Public Comment

Melissa Kaplan: Melissa Kaplan addressed the Board regarding several Arts and Sciences Division events scheduled for February.

Board Comments

The Trustees commented on their experience at the ACCT National Legislative Summit.

Closed Session

There was no Closed Session.

Adjournment

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

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

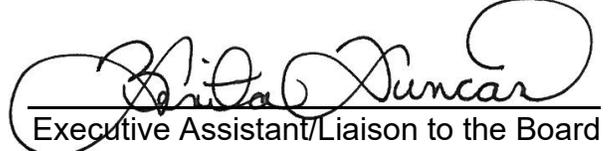
Nays: None

Absent: Thomas

The motion carried.

The meeting adjourned at 7:44 p.m.

Submitted,


Executive Assistant/Liaison to the Board
Benita Duncan

