



LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
ADM Building Boardroom

November 17, 2025

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, Thomas

Absent: None

Pledge of Allegiance

Trustee Garcia led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Frazier that the minutes of the October 27, 2025, Regular Board of Trustees meeting, as amended, be adopted.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Additions/Deletions to the Agenda

Chair Mathews stated that she would move Public Comment up to follow Limited Public Comment and move Board Comments to follow the Monthly Monitoring Reports.

Limited Public Comment Regarding Agenda Items

There were no Limited Public Comments Regarding Agenda Items.

Public Comments

Elizabeth Clifford: Elizabeth Clifford thanked the Board for allowing her to take her sabbatical and addressed the Board regarding unhoused students and how to connect them with agencies.

Linkage Planning/Implementation

Community Linkage – President’s Report

President Robinson presented the October 2025 President’s report to the Board.

Special Presentation – Tech Careers Robot Dog Demonstration

A representative from LCC’s CIT, Geospatial Science, and Drone attended the meeting to provide an overview of the college’s innovative drone program and demonstrate the capabilities of the program’s robotic dog.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. Board of Trustees Employees
 - 1. Expenses – October 2025
 - 2. Time Reporting – November 2025
- B. Cooperative Purchase
 - 1. Campus-Wide Moving Services

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Taylor that the Consent Agenda be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

Trustee-Generated Idea

Update on the Idea for a \$700,000 Book Stipend for Students

The Administration reported that, with a minimum per-student impact, approximately \$64 per student would be received, which is insufficient to purchase textbooks. They came back with three recommendations.

- 1) Textbook Lending Expansion directly addresses the original intent of the TGI by reducing textbook costs and ensuring day-one access to course materials.
- 2) Food Pantry Expansion addresses food insecurity with both immediate and long-term impact potential.
- 3) Laptop Lending Expansion addresses technology equity and the digital affecting student success.

Trustee Taylor expressed her enthusiasm for the expansion of the food pantry. She recommended that the college conduct a comprehensive market analysis based on student demographics and population. Additionally, she suggested considering a phased approach for funding the food pantry, with an initial allocation of \$250,000 and the exploration of additional funding sources. Furthermore, she emphasized the importance of conducting a detailed market analysis to support the pantry's expansion.

Trustee Proctor stated that the report does not provide data identifying which students need specific types of additional support. He mentioned that \$700,000 could be allocated to address various challenges that students face. Proctor acknowledged that the college has a fund balance but questioned how much of that fund balance should be used to assist students. He asked what the maximum benefit the college could achieve from the allocated funds in helping students stay enrolled or successfully begin their education.

Trustee Lovell stated that she had read the report and the decision before them today. However, she expressed that there is not enough information to make a decision. She stated she feels uncomfortable deciding which department should receive the funds. Additionally, she also noted that the college is only three months into the budget, and asking for \$700,000 is a significant request. She stated she would hate to constrain the college's options for future needs that may arise.

Trustee Frazier stated that the laptop lending expansion is a stronger need with longevity that could be more responsive to student success. He noted that textbooks are available for free or at a low cost, and there are various options for students to access food within the broader community.

Both Trustee Thomas and Garcia stated that they didn't feel they could make a decision without first understanding the students' needs.

IT WAS MOVED BY Trustee Frazier and seconded by Trustee Taylor that the Board select one of the three recommendations presented by the administration for a deeper analysis.

Trustee Garcia stated he could not support the motion because it would remove two of the three recommendations, and that he favored conducting an analysis of all three.

Roll call vote:

Ayes: Frazier, Taylor

Nays: Proctor, Thomas, Lovell, Garcia

Absent: None

Trustee Mathew abstained from voting.

The motion failed.

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Garcia that the administration would move forward with a needs analysis to be conducted on all three recommendations regarding students.

Trustee Lovell proposed an amendment requiring the finance office to conduct a fiscal review to determine the appropriate funding amount for the identified need. The amendment did not receive support.

Roll call vote:

Ayes: Lovell, Thomas, Garcia, Frazier, Proctor

Nays: Taylor

Absent: None

Trustee Mathew abstained from voting.

The motion carried.

Monthly Monitoring Report

The following Monitoring Reports were presented:

- A. 2026 – 27 Federal Agenda
- B. Board of Trustees Annual Ends Report
- C. Monthly Financial Statements
- D. Monthly Police Department Report

There was a discussion on the reports presented.

Board Comments

There were comments from Trustees Frazier, Thomas, and Garcia.

Linkage Planning/Implementation

Committee Reports – Audit Committee

Trustee Proctor gave a brief report to the Audit Committee.

Committee Reports – Policy Committee Update

Trustee Proctor gave a brief report to the Policy Committee.

Board Members Report – Foundation Board Update

Trustee Frazier gave a brief update on the Foundation Board.

Unfinished Business

There was no Unfinished Business.

New Business

There was no New Business

Closed Session

IT WAS MOVED BY Trustee Frazier and seconded by Trustee Lovell to enter into a Closed Session for the purpose of discussing the President's yearly performance review, as requested by him to be undertaken in a closed session, and to consider security planning to address existing threats or prevent potential threats to the safety of the students and staff. This is in accordance with Section 8 (a) and (k) of the Michigan OMA.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

The Board entered into a closed session at 8:39 p.m.

The Board returned to the open session at 9:59 p.m.

Roll Call

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

Absent: None

Adjournment

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

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

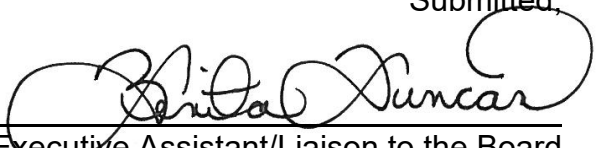
Nays: None

Absent: None

The motion carried.

The meeting adjourned at 10:00 p.m.

Submitted,



Executive Assistant/Liaison to the Board
Benita Duncan