

**LANSING COMMUNITY COLLEGE
STATE OF MICHIGAN**

Best Practices Resolution

A regular meeting of the Board of Trustees of Lansing Community College was held in the Board Room of the College, Administration Building, 610 North Capitol Avenue, Lansing, Michigan 48933, in the Community College district, on September 18, 2017, at 6:00 p.m., prevailing Eastern Daylight Time.

PRESENT: Abood, Buck, Mathews, Meyer, Proctor, Smith

ABSENT: Hidalgo

The following preamble and resolution were offered by Trustee Proctor and supported by Trustee Mathews.

The Board of Trustees of Lansing Community College resolves as follows:

Public Act 108 of 2017, Section 230, originates from an omnibus public education bill passed by the Michigan legislature that includes a \$32,234,200 appropriation for Lansing Community College. Among the components of the appropriations for all Michigan community colleges is performance funding based on “local strategic value,” which is defined in terms of three categories as shown below. Each category covers five standards of local strategic , called “best practices.” The law requires the LCC Board of Trustees to pass a resolution certifying that the college meets at least four of five of the best practice standards under each of the three categories.

Lansing Community College not only meets but also exceeds the best practice standards required by the appropriations law, as the following table demonstrates.

LCC Adherence to Best Practices Grid (PA 108 of 2017)

Best Practices by Category	Examples of LCC Adherence
Category A: Economic Development and Business or Industry Partnerships	
(i) The community college has active partnerships with local employers including hospitals and health care providers.	The Community Education and the Workforce Development (CEWD) Division links the expertise of the College’s faculty and staff to local employers; academic programs in Health and Human Services (HHS) require clinical experience in local hospitals and other healthcare settings. LCC acts as a resource by providing talented employees to local businesses through our career and employment services. LCC has established advisory boards comprised of local

Best Practices by Category	Examples of LCC Adherence
	<p>employers for each of our program areas, e.g. Automotive, Aviation, Alternative Energy, Architecture, Computer Information Technology, Criminal Justice, Fashion, Fire Science, Paralegal, Police Academy, Welding, Nursing, Medical Insurance Billing and Coding, Dental Hygiene, Surgical Technology, Radiologic Technology, Diagnostic Medical Sonography, Emergency Medical Services, Child Development, Therapeutic Massage, Accounting, Business, Management and Leadership, Marketing, Sign Language, Digital Media and Photography. Both LCC's Nursing program and Emergency Medical Services programs employ a simulation laboratory in their courses. The College has offered use of the simulation laboratory to local healthcare providers to provide training to their staffs. The simulated environment allows learners to work through real-life situations in a safe environment, and then to review their performances through guided discussions with faculty members. These activities provide the opportunity for students and healthcare providers to hone their skills. The HHS Division's Nursing Program and Business and Community Institute (BCI) are partnering with the Ingham County Health Department (ICHD) to provide medication administration training to the ICHD medical assistants. The Computer Information Technologies program employs a simulation lab that develops applications utilizing game design and game play principles. The center develops applications for teaching and learning while also incorporating business and industry, faculty and students in the process. As a result, students learn firsthand directly from experts in the field how to develop cutting edge software applications for teaching and learning. When employed in the classroom, the simulation product provides a highly engaged, objective based experience in a safe environment at a substantially lower cost. Applications are deployed in both online and face-to-face classes.</p>
<p>(ii) The community college provides customized on-site training for area companies, employees, or both.</p>	<p>BCI delivers hundreds of short-term training programs annually, ranging from on-site customized corporate training to multi-company forums for regional companies, including General Motors, across a broad range of areas. Lines of business include health care, information technology, manufacturing, and more. Each year BCI provides thousands of individuals in our region with workforce development training to prepare them for a career and/or enhance their existing skill sets. The HHS Division and our Technical Careers (TC) Division</p>

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	<p>offers continuing education and certification for allied health professionals such as nurses, dental hygienists, police, firefighters, and other first responders. In January 2018, a Medical Assistant Apprenticeship will begin. The apprenticeship is a partnership between HHS, BCI and local healthcare providers. The Human Services program has 21 practicum sites for student placement in the mid-Michigan area. The Mental Health and Aging grant provides education and training for allied health professionals in the fields of social work, nursing, and mental health covering geriatric and mental health topics. Through this grant we have partnered with the State for over twenty-five years. LCC is partnered with Consumers Energy to provide on-site training for utility line worker program.</p>
<p>(iii) The community college supports entrepreneurship through a small business assistance center or other training or consulting activities targeted toward small businesses.</p>	<p>The CEWD Division assists regional small businesses to enhance their productivity and efficiency through the Small Business Development Center (SBDC), which offers training and consulting to small business owners wishing to start and/or expand their businesses. SBDC assisted over 1,500 clients last year and helped those clients secure over \$9,000,000 in capital formation. The program also helped local businesses create and retain over 300 jobs in the greater Lansing area.</p>
<p>(iv) The community college supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.</p>	<p>The college's innovative West Campus facility houses the Technical Careers (TC) Division, which provides technical education and training. Through collaboration with local industry partners we are able to provide curricula that is timely, relevant, and prepares our students well for their selected career fields. Lincoln Welding, Siemens Building Technologies, Dart Container and Delta Airlines are a few of our partners that provide direct financial or in-kind support to our programs. The College has also invested extensively in the new Center for Manufacturing Excellence (CME). This facility provides training on cutting edge technologies in robotics, automation, machining and industrial design, in direct support of local industries who have a substantial need for workers skilled in those areas. The CEWD Division is part of a national project, Automotive Manufacturing Technical Education Collaborative, which offers a modularized curriculum in Mechatronics and innovative processes to local manufacturers.</p>
<p>(v) The community college has active partnerships with local or regional workforce and economic development agencies.</p>	<p>The CEWD Division works directly with Capital Area Michigan Works (CAMW) through its Center for Workforce Transition to provide services to unemployed and dislocated workers seeking jobs. Also, BCI partners with CAMW in the Skilled Trades Training</p>

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	<p>Fund to provide workforce funding for regional employers. In addition BCI participates in the Michigan New Jobs Training Program, to secure funding to train our regional workforce. The College is actively involved with the Lansing Economic Area Partnership in order to create economic development opportunities for businesses. LCC sponsors the Healthcare Workforce Committee of the Capital Area Health Alliance with staff from both BCI and the HHS Division. The HHS Division partnered with CAMW to provide student grant opportunities for Healthcare Programs that are considered high demand occupations such as Long-Term Care Nurse Aide, LPN or RN Nurse, Sonographer, Emergency Medical Technician, Paramedic, Patient Care Technician, Radiologic Technician, Medical Insurance Billing and Coder, Phlebotomy Technician, Pharmacy Technician, Sterile Processing Technician, and Surgical Technologist.</p>
Category B: Educational Partnerships	
<p>(i) The community college has active partnerships with regional high schools, intermediate school districts, and career-tech centers to provide instruction through dual enrollment, concurrent enrollment, direct credit, middle college, or academy programs.</p>	<p>The Early College (TEC) at LCC is a unique opportunity for mid-Michigan high school students interested in transitioning to the college environment while earning their high school diploma. TEC students have an opportunity to earn up to 60 college credit hours as part of their high school learning experiences. The programs at TEC are designed for young people who wish to complete their high school diploma and begin career training and their college education. A team of partners, including LCC, Ingham Intermediate School District (IISD) and other business and industry leaders are committed to developing a college-level curriculum for diploma completion and advanced training for work in high-demand Science, Technology, Engineering and Mathematics (STEM) careers. The High School Diploma Completion Initiative (HSDCI) is a partnership between LCC, IISD, Eaton Regional Education Service Agency (ERESA), and local school districts. The initiative is designed to recapture high school students between the ages of 16-19. These students have stopped out or dropped out of traditional school systems and are in need of educational and personal interventions to include counseling, tutoring services, mentoring and personal development to acquire life skills. Students earn a high school diploma by completing college coursework. LCC partners with school districts in Ingham, Eaton, Clinton, Livingston, Isabella, and Gratiot counties to offer technical and career education courses to high school students on</p>

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	<p>site, and at the College's Downtown, West, and North Campuses. Students earn direct college credit in career and technical programs of study. Additionally the "College in High School" initiative allows high school seniors to earn transferable college credit on a high school campus during the school day. Fowler, Holt, Bath, Shiawassee, Lansing, Portland and Ovid-Elsie are the current partners for this initiative. LCC has agreements with secondary schools and districts that lead to Articulated College Credit. These agreements specify which courses at high schools are eligible for college credit. Currently there are agreements with approximately 20 school districts to award college credit for various high school programs. The college supports college access and readiness through several initiatives to include the HOPE Scholarship, Holt, Lansing and Mason Promise programs, Edgewood Scholars, and the Coalition for College and Career Readiness. All of these initiatives partner with the community to ascertain gaps and develop strategies to improve academic and career readiness. The HHS and TC Divisions partner with ERESA, Livingston Educational Service Agency (LESA), and the Clinton County Regional Education Service Agency (CCRESA) to provide instruction for Health Technology, Sports Medicine Education, Child Development, Welding, Law Enforcement and many other programs.</p>
<p>(ii) The community college hosts, sponsors, or participates in enrichment programs for area K-12 students, such as college days, summer or after-school programming, or Science Olympiad.</p>	<p>The College hosts a regional Science Olympiad every year that involves nearly 300 area middle and high school students; the Arts & Sciences Division sponsors STEM Fest which targets elementary children in the Lansing area to encourage hands-on participation and foster interest in the STEM area; the Student Affairs Division sponsors annual College Nights; the College offers several camps for K-12 students, including A+ Summer Youth Programs; other enrichment events include Foreign Language Day, Nano Day (in partnership with Impression 5 Science Museum), and Science and Mathematics Challenge (grades 4-6). The Dental Hygiene Program offers an annual free cleaning to Lansing area elementary age children. They also participate in local health fairs and volunteer at local county dental clinics. The Surgical Technology Program takes "surgery on the road" to the Capital Area Career Center where the students learn about the field of Surgical Technology through hands-on demonstrations. The HHS Division is partnering with Willow Elementary from the Lansing School District to provide information on health and wellness through health fairs and with</p>

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	LCC student volunteers working directly with the Willow elementary students. Further, the HHS Division faculty and staff personally donate school supplies, personal care items and clothing to Willow Elementary students and families.
(iii) The community college provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.	The College is a partner in the Lansing Promise Zone initiative, which promotes college readiness and provides scholarships. Scholarships for some “Gifted and Talented Education” programs and Summer Community Education Youth Programs are provided by grants from Jackson National Life and the Lansing Exchange Youth Foundation, secured by the LCC Foundation.
(iv) The community college provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation and testing, or recruiting, advising, or orientation activities specific to adults.	The College’s High School Diploma Completion Program helps those whose high school education has been disrupted; students can complete diploma requirements while earning college credit. Programs tailored to military veterans currently serving National Guard and Reservists are coordinated by the Office of Veteran and Military Affairs (OVMA) and provide education and training in nursing, emergency medical services, radiologic and surgical technologies, entrepreneurship, information technology and cybersecurity. To support veterans and currently serving military members in deciding which program is best for them, and to ensure they stay on track, we currently offer an in-center advisor to meet with veteran and dependent students. Appointments can be made to meet with the advisor, and walk-ins are welcomed Monday through Friday. Veterans and military students may join the Student Veterans Association (SVA), a group that regularly meets and provides an environment of individuals with common experiences. The OVMA maintains regular contact with the veteran/military students, and are available to help with any transition or adjustment needs they are experiencing. The OVMA currently offers a respite for veterans while they are on campus. Veteran, active military students and dependents are able to rest, study or meet with other veterans in the Center. The Center is growing and is regularly adding new offerings for our veterans. The center offers a big screen TV with cable hookup, and xbox One gaming system, free popcorn, free coffee, soda and various snacks for purchase at minimal price, multiple study areas and a full computer lab. Through the Center, the OVMA will offer career guidance, information on healthcare, disability claim information, along with other VA benefits outside of education. The Center also offers tutoring services

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	<p>specifically for student veterans and dependents. Tutoring appointments can be made through Tutoring Services. The student just needs to request the appointment to be in the Veteran Resource Center. It also offers a full-time counselor on-site to further assist veterans with their needs. The OVMA is staffed mostly with VA work-study employees. These employees are current students of LCC and provide comfort and ease to the process for other student veterans. These employees can speak the “lingo” with other veterans and have a sense of what the veterans have been through during their military careers and transitioning back to the civilian life and college. The OVMA staff also consists of the School Certifying Official, a Lead Support position, and the Director of the office. The OVMA staff work hard to ensure our veterans and dependents are taken care of and successful, along with providing a fun atmosphere through various events held throughout the year.</p>
<p>(v) The community college has active partnerships with regional 4-year colleges and universities to promote successful transfer, such as articulation, 2+2, or reverse transfer agreements or operation of a university center.</p>	<p>LCC has articulation agreements and 2+2 and 3+1 programs with more than 46 four-year colleges and universities; a partnership with Michigan State University provides concurrent enrollment opportunities to nursing students; LCC’s University Center houses five regional universities that offer bachelors and masters degrees. A Neurodiagnostic Technologist certificate is being developed for the HHS Division. LCC will begin the program in 2018 through the Michigan Community College Association (MCCA) consortium with five participating community colleges. Neurodiagnostic Technology will become an associate degree program during the 2018/19 academic year. Radiologic Technology offers advanced imaging modalities in partnership with five Michigan community colleges through didactic hybrid distance education, laboratory simulation and clinical educational experiences. This consortium model helps distribute the workforce across Michigan to meet healthcare partner needs. LCC has reverse transfer agreements with Ferris State University, Grand Valley State University, Michigan State University and Western Michigan University. LCC has partnered with the State of Michigan’s Department of Community Health on Michigan’s Certified Peer Support Specialist (CPSS) initiative. The partnership was formed in 2008 to support a CPSS in obtaining a college degree. Individuals who successfully complete certification requirements receive three elective college-credit hours. In addition to awarding credit hours, LCC</p>

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	<p>educates peers on career opportunities and advancement. The program graduates 60 to 80 specialists three times a year. Since the program started in 2005, Michigan has awarded close to 1500 CPSS certifications. Michigan’s partnership with LCC in awarding credit hours was the first in the country. It was previewed by eight different states last year and is viewed as a national model for replication. The Surgical Technology Program has articulation agreements with Grand Rapids Community College, Mid-Michigan Community College, and Jackson College to provide their students accelerated pathways to the professional track of the LCC Surgical Technology Program. The majority of the nine program prerequisites can be taken at their home schools, saving them money and transportation time. LCC has established a concurrent enrollment program between LCC’s Career Ladder Nursing Program and Michigan State University’s College of Nursing. This allows current LCC nursing students the ability to work on their BSN while they are in LCC’s Nursing Program.</p>
Category C: Community Services	
(i) The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.	<p>The College provides lifelong learning opportunities through hundreds of credit and non-credit courses and training programs for learners of all ages at three Lansing-area campuses and an extension center in Livingston County.</p>
(ii) The community college operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.	<p>In addition to credit and non-credit courses in a variety of leisure, wellness, cultural, and personal enrichment subjects, the College offers an annual “Rally of Writers” for practicing and aspiring writers, the “Last Lecture” series, and numerous events that invite public participation, including Common Ground Music Festival, Be a Tourist in Your Own Town, Silver Bells, and the Board of Water and Light Chili Cook-Off. In addition, the College has adopted the Choosing Health!® wellness initiative for staff and students modeled after the Capital Area Health Alliance community health and wellness program. The College has also been active in the development and expansion of CAHA’s wellness initiatives such as Let’s Walk!, Let’s Walk and Talk with a Doctor, and The Choosing Health!® Rallies.</p>
(iii) The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs,	<p>The College’s Communication, Media, and the Arts Department offers a full range of cultural engagement opportunities to the public, including live performances in theater, music, and dance; the College operates a public-access television station and a radio station 89.7</p>

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performing arts centers, museums, art galleries, or television or radio stations.	FM), both of which feature locally produced programming and promote enrichment for the Mid-Michigan community; the LCC Library is open to members of the public, who can access its extensive resources on site. LCC recognizes the benefits of health and wellness and offers free access to the fitness centers and weight room to all students, staff and LCC alumni. LCC offers free enrollment to LCC employees for the Choice for Change course which provides individuals with education, support and motivation to make positive lifestyle choices.
(iv) The community college operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.	Many of LCC's athletic, leisure, and wellness facilities and programs are available to the public, including a weight room, and gymnasium. The Lansing River Trail runs along the east side of campus, providing walking, running, and biking opportunities in a beautiful natural setting. LCC participates in a bike share program.
(v) The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.	The College regularly sponsors, hosts, and/or supports a wide range of community service activities involving local neighborhood associations, faith-based organizations, social service nonprofits, K-12 schools, Building Child and Family Initiatives, and Turning Point; the CEWD Division participates in several community-building projects, ranging from community education to business development; the College also sponsors well-attended commemoration events, many involving community services, in honor of Martin Luther King Jr., Cesar Chavez, Black History Month, Hispanic History Month, Chinese New Year and Veterans Day; LCC publishes an internal newsletter, The Star, to build and sustain high camaraderie among the college's faculty and staff, and recruits faculty to speak to community organizations through its Speakers Bureau. HHS provides a monthly Foot Clinic through the Prime Time Senior's Center in East Lansing, MI, which allows LCC nursing students to interact with the community and provide education and foot care. HHS also has a Dental Clinic, Massage Clinic, and OB Sonography Clinic at no or low cost to the community. During the 2017/2018 academic year, Human Services students will work a combined total of 5,440 hours in community agencies. This amounts to over \$128,600 of service to the community. OVMA currently hosts an annual Veteran Job Fair at LCC West Campus. The fair is open to LCC student veterans, dependents, and veterans in the surrounding communities. Employers from across multiple areas attend the fair, along with major universities and veteran service organizations. The OVMA also partners with Freedom's Finest Outdoors,

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	<p>which is a veteran non-profit group that provides camping, hiking, and hunting excursions for veterans throughout Michigan. OVMA has helped to send LCC student veterans on some of these excursions. In the future, the OVMA, along with the SVA will be partnering to hold more major fundraising events for the SVA and offer sponsored events to the community. LCC operates the Center for Academic & Career Pathways which directs the college's career & employment services, academic advising, and Student Engagement Coordinators. Through the Center, the college recruits, advises, and orients students at varying stages of their collegiate journey. The Student Success Division contains the Student Success department, where Academic Success Coordinators work with students to create academic success plans that provide them with tools, resources, and goal-setting opportunities to be successful at LCC. Students that meet with Academic Success Coordinators will discuss any barriers or obstacles to their success and together will work to break these down and connect with resources, build skills, and achieve goals. Academic Advisors work with students in various ways during their time at the college through appointments, drop-in advising sessions, chat, and group workshops. Advisors assist students with finding classes that will fit both their interest, major, and career path. Advisors are separated into five Career Communities to serve students; they will become experts in certain programs and will build relationships with a cohort of students through a Career Community Newsletter, two Meet-and-Greets per semester, attendance at program faculty meetings, classroom visits the first two weeks of class, and Career Community specific social media posts. The Student Engagement Coordinators organize and host STARientation. These orientation sessions help students discover the resources, tools, and information they need to be successful at LCC. STARientation features break-out sessions, t-shirt tosses, college life presentations, and food. STARientation gives students a unique chance to learn about the extraordinary academic, social, and extracurricular opportunities here at LCC, and to come to understand what it means to be a STAR!</p>

NOW, THEREFORE, BE IT RESOLVED, that the Lansing Community College Board of Trustees certifies that the College meets the best practice standards required for state appropriations under Public Act 108 of 2017.

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

Nays: None

Absent: Hidalgo

RESOLUTION DECLARED ADOPTED.


Secretary, Board of Trustees
Lansing Community College

I hereby certify that the attached is a true and complete copy of a resolution adopted by the Board of Trustees of Lansing Community College, State of Michigan, at a regular meeting on September 18, 2017, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that minutes of the meeting were kept and will be or have been made available as required by said Act 267.


Secretary, Board of Trustees
Lansing Community College