

**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 16, 2019, at 6:00 p.m., prevailing Eastern Daylight Time.

PRESENT: Abood, Buck, Hidalgo, Mathews, Proctor, Vaive

ABSENT: Meyer

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

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

Public Act 265 of 2018, Section 230, originates from an omnibus public education bill passed by the Michigan legislature that includes the monetary 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 value, 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 265 of 2018)**

<b>Best Practices by Category</b>	<b>Examples of LCC Adherence</b>
<b>Category A: Economic Development and Business or Industry Partnerships</b>	
(i) The community college has active partnerships with local employers including hospitals and health care providers.	The Community Education and Workforce Development (CEWD) Division links the expertise of the College’s employees to local employers; academic programs in Health and Human Services (HHS) require clinical experience in local hospitals and other healthcare settings that continue to grow. A partnership with the Capital Area Healthcare Alliance (CAHA) provided the opportunity for the Business & Community Institute (BCI) to chair a committee providing direction for and HHS to launch a Medical Assistant apprenticeship, in

Best Practices by Category	Examples of LCC Adherence
	<p>collaboration with the local healthcare industry. LCC acts as a resource by providing talented employees to local businesses through career and employment services. LCC has established advisory boards comprised of local employers for each of the following program areas, e.g. Automotive, Aviation, Computer Information Technology, Criminal Justice, Design and Construction, Fire Science and Academy, Manufacturing, Paralegal, Police Academy, Utility and Energy Systems, Welding, Nursing, Medical Insurance Billing and Coding, Dental Hygiene, Surgical Technology, Radiologic Technology, Diagnostic Medical Sonography, Emergency Medical Services, Child Development, Massage Therapy, Medical Assistant, Neurodiagnostic Technology, Accounting, Business, Management and Leadership, Marketing, Sign Language, Digital Media and Photography. The HHS Division and BCI have training partnerships with the Tri-County area healthcare industry.</p>
<p>(ii) The community college provides customized on-site training for area companies, employees, or both.</p>	<p>CEWD delivers hundreds of short-term training programs annually through its BCI, 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, and manufacturing. 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 and Technical Careers (TC) Divisions offer continuing education and certification for health professionals such as nurses, dental hygienists, social workers, police, firefighters, and other first responders. In January 2018, the first Medical Assistant Apprenticeship began. LCC is currently in its second cohort and will begin its third cohort in 2020. 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 30 years. The HHS Division has more than 150 clinical and practicum facility agreements to provide more than 900 students with educational experiences. LCC is partnered with Consumers Energy to provide on-site training for utility line worker program. LCC is also partnered with the</p>

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	<p>Delta Township Fire Department and supports other local fire departments providing real world, live fire training scenarios for recurrent firefighter training as well as initial training for our own Fire Academy students. LCC currently has 276 on-going apprenticeships in skilled trades in association with 40 employers. We continue to work to expand our apprenticeship footprint as it is an excellent means of establishing a student on a specific career track as well as addressing the skills gap in many technical job markets.</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>CEWD delivers regional entrepreneurship support through its Small Business Development Center (SBDC). The SBDC provides training and consulting to small business owners in order to start up, expand, or navigate their way through crisis management situations. The SBDC provided training and consulting to 1,552 clients last year and helped those clients secure over \$12,000,000 of capital formation. The SBDC also helped local businesses create and retain 363 jobs in the greater Lansing area. The Business Program offers a Certificate of Completion in Entrepreneurial Studies which allows students to earn a credential in one semester.</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 TC Division, which provides technical education in 31 different programs and program tracks. Through collaboration with local industry partners we provide curricula that is timely, relevant, and prepares our students well for their selected career fields. Lincoln Electric, Siemens Building Technologies, Dart Container and Delta Airlines are some 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, welding and industrial design, in direct support of local industries who have a substantial need for workers skilled in those areas. CEWD coordinated, and is completing delivery of digital skills training via a \$100,000 sponsorship between LCC and Google. CEWD has delivered over 80 Google programs to diverse stakeholders and populations, to help businesses and job seekers advance their technical skills. The sponsorship offered classes at no cost from Google's Applied Digital Skills, Get Your Business Online, and IT Professional Support curricula. The TC Division works with local high schools in support of</p>

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	robotics clubs and other technology based clubs and programs.
(v) The community college has active partnerships with local or regional workforce and economic development agencies.	CEWD works directly with Capital Area Michigan Works! (CAMW!) through its Center for Workforce Transition which provides services to unemployed and dislocated workers seeking employment assistance. BCI also partners with CAMW! through the <i>Going PRO</i> program. This program assists employers with training, developing, and retaining current and newly hired employees that lead to a credential or skill that is transferrable and recognized by industry. In addition, BCI provides expertise in the Michigan New Jobs Training Program which offers local area employers tax incentives for creating new jobs. BCI offers creative training solutions to help companies maximize the impact for their workforce. BCI helps regional employers leverage the Going Pro Talent Fund through creating and implementing strategic training plans for the purpose of providing transferable skill sets to workforce employees. BCI is also actively involved with the Lansing Economic Area Partnership and the Michigan Economic Development Corporation to help recruit new companies and create economic development opportunities for our region. LCC sponsors the Healthcare Workforce Committee of the CAHA 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. The TC Division supports the Capitol Area Manufacturing Council as a member, and also serves on its executive board.
<b>Category B: Educational Partnerships</b>	
(i) The community college has active through dual enrollment, concurrent enrollment, direct credit, middle college, or academy programs.	The active partnerships at Lansing Community College include The Early College (TEC) at LCC. It is a program for students entering their junior year of high school who are looking for an opportunity to move into a college environment. TEC students have an opportunity to earn up to 60 tuition-free college credits while earning their high school diploma. A team of partners, including LCC, Ingham Intermediate School District (IISD) and other business and industry leaders have

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	<p>developed a program that allows students to complete a college-level curriculum for diploma completion and advanced training for work in high-demand Science, Technology, Engineering and Mathematics (STEM) careers. Additionally, 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. Also, LCC partners with school districts in Ingham, Eaton, Clinton, and Livingston counties to offer technical and career education courses to high school students. Students earn direct college credit in career and technical programs of study. Additionally the “High School Advantage” initiative allows high school students to earn transferable college credit on a high school campus during the school day. Fowler, Holt, Lansing, Portland, Ovid-Elsie, and Pewamo-Westphalia, as well as Shiawassee and Livingston counties are the current partners for this initiative. The HHS Division has multiple health, wellness, and human services programs with ERESA, Clinton County Regional Education Service Agency (CCRESA), and Livingston Education Service Agency (LESA) that includes 300 high school students across these counties. LCC supports college access and readiness through several initiatives to include the HOPE Scholarship, Holt, Lansing and Mason Promise programs, 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.</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 &amp; Sciences Division sponsors STEAM Fest which targets elementary children in the Lansing area to encourage hands-on participation and foster interest in the areas of Science, Technology, Engineering, Art and Math; the Student Affairs Division sponsors annual College Nights; the CEWD division offers a number of camps for K-12 students, including A+ Summer Youth Programs, Gifted and Talented courses. Sports camps are also offered through the</p>

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	<p>Athletics Program. The TC Division provides several extra-curricular opportunities for K-12 students, including such things a Mentoring a Girl in Construction (MAGIC) Camp, Shop Rats, as well as workshops for local high school robotics clubs and programs. TC also is a major partner in the Greater Lansing area in support of Manufacturing Day, where 1,000 local students tour businesses and facilities to learn about careers in manufacturing. The Dental Hygiene Program participates in local health fairs and volunteers 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 and Sexton High School from the Lansing School District to provide information on health and wellness through health fairs, with 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. Both the HHS and TC Divisions, along with workforce partners, have participated in the annual CCRESA two-day career exploration for over 1,800 middle and high school students to help students identify a career pathway. Additionally, the HHS Division is a key partner with the Becoming Visible initiative, recruiting young women of color to the healthcare professions.</p>
<p>(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.</p>	<p>The College is a partner in the Lansing Promise Zone initiative, which promotes college readiness and provides scholarships. In addition, scholarships for the CEWD Division’s Community Education Youth Camps are provided through grants secured by the LCC Foundation.</p>
<p>(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.</p>	<p>Programs tailored to military veterans as well as 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 offer an in-center advisor to meet with veteran and dependent students. Veterans and military students may join the Student Veterans Association (SVA), a</p>

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	<p>group that meets regularly 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 Veterans Resource Center. The Center is growing and is regularly adding new offerings for our veterans and includes multiple study areas and a full computer lab. Through the Center, the OVMA offers career guidance, information on healthcare, disability claim information, and other VA benefits outside of education. The Center also offers tutoring services specifically for student veterans and dependents. Tutoring appointments can be made through Tutoring Services and requested to be held in the Center. A full-time counselor is on-site to further assist veterans with their needs. The OVMA is staffed mainly 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 civilian life and college. 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. The College provides GED Preparation through its Foundations for Success program. Students can prepare to successfully pass the GED, earning a credential that allows them to begin college, through this low-cost (\$25 fee) program. The department provides scholarships to pay the GED test fee through a program scholarship fund. Integrated English also offers accelerated developmental instruction for underprepared adults, aligning with national models that allow these students to begin college classes for their major while receiving support. In addition, the English for Speakers of Other Languages program provides for English instruction to immigrant/refugee students who, without the opportunity to build their English skills, could not begin a college program. The HHS Division has partnered with the military’s Medical Education Training Center (METC) to provide a degree bridge work for military personnel with the Radiologic</p>

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	Technologist MOS (Military Occupational Specialist) to achieve a civilian workforce credential.
(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>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 partners with four regional universities that offer bachelors and masters degrees. A Neurodiagnostic Technologist certificate has been developed for the HHS Division. LCC began the program in 2018 through the Michigan Community College Association (MCCA) consortium with five participating community colleges.</p> <p>Neurodiagnostic Technology is an associate degree program beginning the 2019/20 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 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 has been previewed by eight states 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, Jackson College, Kalamazoo Valley Community College, Kellogg Community College, and Mott Community 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.</p>

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	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.
<b>Category C: Community Services</b>	
(i) The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.	Through the CEWD Division, the College offers a wide variety of courses that provide lifelong learning opportunities to the community in the area of continuing education and personal enrichment. Through the Continuing Education Program, offerings include courses such as CPR for Health Care Professionals, Introduction to Mobile Application Development, and Effective Business Writing, as well as a number of courses that are approved for State Continuing Education Clock Hours. Adult Enrichment offerings include courses in topic areas such as Retirement Planning, Healthy Cooking, Photography, Painting, Personal Writing and Motorcycle Safety. These courses are offered at a number of locations including the Lansing area campuses and the Livingston County Center in Howell.
(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.	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. The community college sponsors external community activities with organizations that include: Turning Point of Lansing, Uplift Our Youth, Rally of Writers, Capital Area College Access, Information Technology Empowerment Center and others. In addition, the College has adopted the Choosing Health!® wellness initiative for staff and students modeled after the CAHA 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.
(iii) The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs,	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 as well as a radio

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<p>performing arts centers, museums, art galleries, or television or radio stations.</p>	<p>station (89.7 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.</p>
<p>(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.</p>	<p>Many of LCC's athletic, leisure, and wellness facilities and programs are available to the public. 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. The HHS Division operates Dental Hygiene and Massage Therapy community clinics.</p>
<p>(v) The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.</p>	<p>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, and K-12 schools. 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 service, 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 a high degree of camaraderie among the college's employees, 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 2019/2020 academic year, Human Services students will work a combined total of 4,160 hours in community agencies. This amounts to over \$99,000 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,</p>

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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 and the SVA will be partnering to hold fundraising events for the SVA and offer sponsored events to the community as well. LCC operates the Center for Academic &amp; Career Pathways which directs the college's career &amp; 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. Academic Success Coaches (ASC) 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 ASCs 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 become experts in certain programs and 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> <p>The HHS Division is an active partner in community enrichment programs such as the Michigan Health Council Mini-Medical School and the Cristo Rey Community Center Baby Shower and Health Fair. The division is also active in the Becoming Visible initiative with MSU Colleges of Osteopathic and Human Medicine, K-12 educators and healthcare workforce</p>

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	partners to promote diversity and encourage young minority students to go into healthcare professions.

NOW THEREFORE, BE IT RESOLVED, that the Lansing Community College Board of Trustees certifies that the College does meet the best practice standards required for state appropriations under Public Act 265 of 2018.

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

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 16, 2019, 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