

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
February 18, 2019

**Regular Meeting**  
Adopted Meeting Minutes

## **Call to Order**

The meeting was called to order at 6:04 p.m.

## **Roll Call**

Present: Abood, Buck, Hidalgo, Mathews, Meyer, Proctor, Wilbur  
Absent: None

Meyer attended by video conferencing.

## **Pledge of Allegiance**

Trustee Mathews led the Pledge of Allegiance.

## **Approval of Minutes**

IT WAS MOVED BY Trustee Buck and supported by Trustee Mathews that the minutes of the January 22, 2019 Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

## **Special Recognition**

On the behalf to the Board of Trustees, the new Board Chair, Lawrence Hidalgo, Jr., presented former chair Andrew P. Abood with a plaque to recognize his leadership and service as Chair of the Board of Trustees at Lansing Community College from January 2017 – December 2018.

## **Additions/Deletions to the Agenda**

The following additions/deletions were made to the agenda:

- Chair Hidalgo stated that because there were guest attending the meeting this evening that would like to speak, he would move Public Comment to after Limited Public Comment Regarding an agenda item if there were no objections.

## Limited Public Comment Regarding Agenda Items

Mark Kelland: Mark Kelland, President of Academic Senate, addressed the board regarding the Board's Quality of Education End Statement. He stated that the language change seems to imply a certain nature of integrated education and wondered if that is what the policy meant to imply.

## Public Comments

Mike Maher: Mike Maher, a sophomore, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated that the team thought he was a great man and are disappointment in the decisions LCC made.

Michael Stygles: Michael Stygles, a sophomore, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated the great things Coach Huard did for him and that the team does not think LCC handled the situation properly.

Michael Barno: Michael Barno, a sophomore, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated how the coach convinced him to play baseball at LCC. Michael stated that Coach Huard was in a huge position to help everyone to succeed and was an ambassador to everyone. He ask the Board to reconsider.

Grant Jebbia: Grant Jebbia, a sophomore, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated he transferred from Saginaw Valley State University. He stated that he would not be playing baseball or division 1 baseball next year without the opportunities Coach Huard gave him. Grant stated that the team could attest to Coach Huard's character and felt that the team was not considered when this decision was made.

Ben? (Didn't sign in) Ben a volunteer baseball coach, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated he coached most players on the team since they were 14 and 15 years old. He stated that coach Huard is a father figure to most of the player. Ben stated that recruits will no longer come to LCC and some of the player may leave because Coach Huard resignation. He said the team has a good chance at making it to the World Series and winning and asked the Board to be reinstate Coach Huard for this season to finish out the year.

Jake Heilman: Jake Heilman, a freshman, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated that LCC was not a baseball team to write home about and Coach Huard turned the baseball program around. Jake stated that the coach gave him an opportunity to attend LCC, when many other colleges would not give

him one. He stated that it does not do the team justice to take him away before their season starts.

Craig Palidar: Craig Palidar, a freshman, addressed the board regarding the resignation of baseball Coach Andrew Huard. He stated that Coach Huard recruited him from Florida and gave him the opportunity to play the sport he loves. Craig said he tore his elbow his senior HS year and had no place to go. He stated that without Coach Huard's he would not be in college today getting an education. He said he is disappointed Coach Huard will not be with them this season with the situation that has happened.

Dawn Cousino: Dawn Cousino, from the Business Communications and Arts Department, addressed the board regarding a house fire of one of a LCC's music faculty members Denise Therrian. She stated the Business Communications and Arts Department started a Go Fund Me page for him and his family. Ms. Cousino stated that February 19, there is a Kisma Jordan recital in the Dart Auditorium in honor of Black History month.

Jeff Wilson: Jeff Wilson addressed the Board about recreating a food bank at LCC. He provided them with information on an organization called Single Stop that works with connecting families to the resources they need. He stated that if a student is hungry and has no place to live they would not succeed in their classes. He asked the Board to look into this organization so see how they Might help LCC to achieve its goal of student success.

Trustee Samantha Wilbur thanked the baseball players and individuals who came to be active members of the community and to speak out for what they believe in. She stated she hoped they would pursue their passions.

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. 2019-20 Course Fees
- B. Change Order
  - 1. Peak Performance Physical Therapy
- C. College Policy
  - 1. Veterans In-State Tuition (*REVISED*)
- D. Ratification of LCC Facilities Maintenance Association (FMA) Collective Bargaining Agreement
- E. Request for Proposal
  - 1. Dart Auditorium – Fire Curtain and Rigging Replacement
- F. Sole Source
  - 1. Simulators for Emergency Medical Services and Community Health Services Education Programs

IT WAS MOVED BY Trustee Abood and supported by Trustee Wilbur that the Consent Agenda be approved.

Roll call vote:

Ayes: Abood, Mathews, Proctor, Hidalgo, Meyer, Buck, Wilbur

Nays: None

Absent: None

The motion carried.

## Monthly Monitoring Report

The following Monitoring Reports were presented for information:

1. LCC's Accessibility Initiative Report
2. Monthly Financial Statements
3. Report on Developmental Education Resolution
4. Two-Year Financial Forecast

## Policy Development

### Review Board Governance Policies

Trustee Buck was given the task of reviewing the methods the Administration had chosen to demonstrate how the Board's End and Executive Limitation statements are being met.

Trustee Buck stated that he, Trustee Proctor and the Executive Leadership Team met to review and discuss the Board's Governance Policies. He also stated that the Administration determined that it would have a single condense monitoring report on the Board's End Statements as appose to several individual reports.

Trustee Buck stated in answering Mark Kelland's Limited Public Comment, the language change in E-102 is based on taking a student as they come to LCC with their individual goal of what they want to achieve at LCC. Some may come to taking an accounting class to get a promotion, some for just two year and transfer. Whatever that student's individual education goal is, we want to ensure that all seven objectives listed are part of that education.

Trustee Buck presented the following Governance Policies revisions for a first read:

**POLICY TYPE: ENDS**

**E-100**

**POLICY TITLE: MISSION, VISION, MOTTO**

MISSION

*Lansing Community College provides high quality education ensuring that all students successfully complete their educational goals while developing life skills necessary for*

*them to enrich and support themselves, their families, and their community as engaged global citizens.*

VISION

*Serving the learning needs of a changing community*

MOTTO

*Where success begins*

**POLICY TYPE: ENDS**

**E-101**

**POLICY TITLE: ACCESS**

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*Persons shall have maximum feasible access to all college services regardless of their:*

1. *Race, color, religion, national origin, marital status, pregnancy, height, weight, citizenship, age, gender, ethnicity, sexual orientation, gender identity, gender expression, military or veteran status, and parenting status.*
2. *Financial/income status*
3. ~~*Geographical location within the district*~~
4. *Physical or mental disability*
5. *Parenting status*
6. ~~*Traditional inclination to aspire to education*~~
7. ~~*Time schedules*~~

**POLICY TYPE: ENDS**

**E-102**

**POLICY TITLE: QUALITY OF EDUCATION**

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*Students will be provided the opportunity to succeed at accomplishing their own goals. including readiness for higher education.*

*Students will be employable.*

~~*Students will become responsible citizens capable, upon completion of their educational goal, of demonstrating competency in the following areas:*~~

*Based on the student's individual educational goals, upon successful completion students will be capable of demonstrating competency in the following areas:*

1. *Literacy - reading, writing, speaking, and computational.*
2. *Understanding of governance, political institutions, government policy.*

3. *Technological/computer literacy.*
4. *Critical/analytical reasoning skills.*
5. *Cooperative problem-solving and team skills.*
6. *Employability Skills*
7. *Financial Literacy*

**POLICY TYPE: ENDS**

**E-103**

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**POLICY TITLE: COMMUNITY IMPACT**

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*As a result of the work of Lansing Community College:*

1. *The college is a visible and recognized contributor to area and regional problem solving.*
2. *Training and worker preparation needs of the area are satisfied.*
3. *Vibrant cultural opportunities are present in the community.*
4. *LCC is a **capacity building** resource for community organizations. ~~attempting to build their adaptive capacity. to stay on the cutting edge.~~*

**POLICY TYPE: ENDS**

**E-104**

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**POLICY TITLE: ~~Community Impact – Highly Educated Community~~**

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~~To fulfill its mission, Lansing Community College will:~~

~~Raise the educational level of the community by:~~

1. ~~*Increasing the percentage of students earning an associate degree or certificate at Lansing Community College by 10% per year.*~~

**POLICY TYPE: ENDS**

**E-105**

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**POLICY TITLE: Student Success**

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~~To fulfill its mission, Lansing Community College will:~~

1. ~~*Partner with school districts within the college's district to prepare prospective students for college level work. Measures of success of this end will include a reduction in the percentage of incoming students who are not prepared for college level work.*~~

2. Increase the persistence/retention rate of students by *statistically significant increase* 10% each year.

**POLICY TYPE: ENDS** \_\_\_\_\_ **E-106**

***POLICY TITLE: Marketing and Communication***

*To fulfill its mission, Lansing Community College will:*

1. *Develop and implement a marketing and communication plan that raises the level of awareness by the residents in the Lansing Community College District of the educational opportunities, programs and services provided by the college by 10% per year.*
2. *Develop and implement an internal communication plan that shares information, promotes transparency in decision-making, and engages the participation and input of faculty and staff in meaningful ways.*

**POLICY TYPE: ENDS** \_\_\_\_\_ **E-107**

***POLICY TITLE: Academic and Workforce Development Excellence***

*A “Spirit of Excellence” is continually developing the skills, abilities and knowledge to become better at our jobs and careers and always raising the bar on our goals and objectives to achieve new heights.*

*To fulfill its mission, Lansing Community College will promote a spirit of excellence by:*

1. *Personal improvement.*
2. *Support and involvement to help colleagues improve.*
3. *Support and initiatives to help the organization improve.*

## **Linkage Planning/Implementation**

### **Community Linkage – President’s Report**

President Knight presented the February 2019 President’s report to the Board.

### **Chair’s Report - Board Bylaw - 1.5.2 Order of Business**

Chair Hidalgo presented polices revisions to Board Bylaw 1.5.2 Order of Business as a first read.

1.5.2 Order of Business

*The Chairperson, upon taking the chair, shall call the members to order on the appearance of a quorum. The order of business for Regular Meetings shall be as follows:*

- I. Call to Order;
- II. Roll Call;
- III. Pledge of Allegiance;
- IV. **Resolutions and Special Recognitions;**
- V. Approval of Minutes;
- VI. Additions/Deletions to the Agenda;
- VII. Limited Public Comment Regarding Agenda Items;
- ~~VIII. Resolutions and Special Recognitions~~
- IX. Consent Agenda – Action Items;
- X. Monthly Monitoring Reports;
- XI. Policy Development
  - A. Concerns
- XII. Linkage Planning/Implementation;
  - A. Community Linkage
    1. President’s Report
    2. Chair’s Report
  - B. Board Member Report
  - C. Committee Reports
- XIII. Unfinished Business;
- XIV. **New Business;**
- XV. Public Comment;
- XVI. **Board Comment;**
- XVII. Closed Session;
- XVIII. ~~Board Evaluation;~~
- XIX. Adjournment.

**Chair’s Report - Board Governance Policy – GP 306 Annual Board Planning Cycle Committee Reports**

Chair Hidalgo presented polices revisions to Board Governance Policy, GP 305 Annual Planning Cycle as a first read.

**POLICY TYPE: GOVERNANCE PROCESS**

**GP-306**

**POLICY TITLE: ANNUAL BOARD PLANNING CYCLE **CALENDAR****

*To accomplish its job outputs with a governance style consistent with Board policies, the Board will follow an annual agenda, which (a) completes a re-exploration of Ends policies annually and (b) continually improves its performance through attention to Board education and to enriched input and deliberation.*



1. *The cycle will conclude each year on the last day of December in order that administrative budgeting can be based on accomplishing a one-year segment of the most recent Board long-range vision. Long range planning will be addressed annually.*

*In December, the Board will develop its agenda for the ensuing one-year period.*

2. *Education, input and deliberation will receive paramount attention in structuring the series of meetings and other Board activities during the year.*

*To the extent feasible, the Board will identify those areas of education and input needed to increase the level of wisdom and forethought it can give to subsequent choices.*

3. *The sequence derived from this process for the Board planning year is as follows:*

**January:**

- *Organizational meeting held at the first meeting of the Board in January following the date of the regular College District election. See Board Bylaw 1.4.2 (MI Community College Act 389.111)*
- *Set policy and bylaw review schedule for the year.*
- *Review progress on a Lansing Community College strategic plan area of focus. See Board Bylaw 1.6.2*
- *Conflict of interest statements per bylaw 1.7.7.*
- ~~*Administration submits two-year projections for enrollment, revenues, expenditures and proposals for strategic initiatives and investments. The purpose of this information is to provide board members with data to assist the board in its budget deliberations.*~~
- *Set schedule for administration's submission of monitoring reports pursuant to governance policies.*
- *Set schedule for board retreats.*

**Feb:**

- *ACCT National Legislative Summit*
- ~~*Administration submits two-year projections for enrollment, revenues, expenditures and proposals for strategic initiatives and investments. The purpose of this information is to provide board members with data to assist the board in its budget deliberations.*~~
- ~~*Review progress on a Lansing Community College strategic plan area of focus. (See Board Bylaw 1.6.2)*~~
- *Review ACCT recognition and presentation opportunities.*

**March:**

- *Approve tuition*
- *Review of President's contract*
- *Budget preview (preparation of estimate of taxes and appropriations deemed necessary for the ensuing fiscal year for the purposes of revenue and expenditure proposals.) See MCL 389.141.*

- ~~• Review progress on a Lansing Community College strategic plan area of focus. (See Board Bylaw 1.6.2)~~

**Apr:**

- Action on President's Contract.
- ~~• Review progress on a Lansing Community College strategic plan area of focus. (See Board Bylaw 1.6.2)~~

**May:**

- Budget review
- ~~• Review progress on a Lansing Community College strategic plan area of focus. (See Board Bylaw 1.6.2)~~

**June:**

- Public Hearing on proposed budget. (Notice of public hearing published in newspaper of general circulation 6 days before the hearing)
- Approve property taxes, ~~tuition~~, and budget

**July:**

- Board Retreat. (See GP-301)
- MCCA Summer Conference

**August:**

- Board Retreat.
- Fall Semester Kick off.
- Board of Trustees Luncheon

**Sept:**

- ~~• Review progress on a Lansing Community College strategic plan area of focus. (See Board Bylaw 1.6.2)~~
- Facilities Master Plan update review.

**Oct:**

- ACCT Leadership Congress.
- Receive President's input on evaluation, progress on Lansing Community College's strategic plan and proposed strategic plans for the ensuing year. (See Board Bylaw 1.6.2)
- Receive Fiscal Year-End Financial Audit Report.
- Action on Facilities Master Plan renewal.

**Nov:**

- Begin Board self-evaluation process.
- ~~• Review progress on a Lansing Community College strategic plan area of focus. (See Board Bylaw 1.6.2)~~

- *Evaluation of President.* (The president's yearly evaluation shall be based on the president's performance during the fiscal year starting July 1 and ending June 30 is fiscal year). See Bylaw 1.6.3; BPR-402
- *Review federal agenda and federal grant initiatives in preparation for the ACCT Legislative Summit*

**December:**

- *Finalize Board self-evaluation.* (See GP-301)
- *Review/adjust Board self-evaluation criteria.* (See GP-301)
- *Adopt Board and Audit Committee meetings calendar.*
- *Publish summary of audit in newspaper of general circulation per MCL 389.143.*

## **Chair's Report – Update on the ACCT national Legislative Summit**

Trustee Mathews stated they had very productive meetings on Capitol Hill and that they took a team approach in telling our representatives what we are doing at LCC. She stated the team did a fantastic job in communicating what LCC does and got favorable eyes in Washington. Trustee Mathew stated that Tim Walberg posted their group picture on social media.

Trustee Abood stated that LCC was well representative by the Administration and they interacted well with the representatives and their staff. He stated that LCC is lucky to have the people they do in these positions and that it was a successful meeting.

Ryan Buck stated this was his third year attending the conference and that this trip allows for them be in the offices of our senators, representatives and those changes makers at the highest level. He stated that being there and being present puts an exclamation point behind higher education. Trustee Buck said that Chuck Todd stated that if you are not at the table you are on the menu and LCC is not on the menu.

Samantha Wilbur stated that she attend the New Trustee Academy which she felt was very informative. She stated that it is encouraging to know that ACCT is constantly evolving and making the changes they need to be relevant as time change.

## **Committee Reports – Foundation Board Update**

Trustee Buck highlighted the Foundation report included with the Board meeting materials.

## **Unfinished Business**

### **2019 Board Committee Appointment**

Chair Hidalgo competed the 2019 Board Committee Appointment

### **LCC Foundation Board of Directors**

(1) Ryan Buck

(2) Angela Mathews

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### **Michigan Community College Association Board of Directors**

(1) Robert Proctor

(2) Andrew Abood (alternate)

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### **Audit Committee**

(1) Larry Meyer (Chair)

(2) Ryan Buck

(3) Robert Proctor

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### **Workforce Development Board**

(1) Robert Proctor (Permanent)

### **Leslie Local Development Authority**

(1) Ryan Buck

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### **Talent District Career Council**

(1) Lawrence Hidalgo

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### **Mason Local Development Authority**

(1) Larry Meyer

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## **Closed Session**

There was no Closed Session.

## **Board Comments**

Trustee Mathews congratulated those students that graduated from dual enrollment. She highlighted the upcoming Black History Month events:

- Tuesday, February 19 in the Dart Auditorium, Kisma Jordon an award-winning soprano.
- Thursday, February 21 in the Michigan Room, Malcom X Symposium featuring LCC professor Dr. Willie Davis.
- Thursday, February 28, in the Michigan Room, the unveiling of life size Malcom X portrait painted by State Capitol artist Josh Risner.

Trustee Proctor stated that he passed out some material from the Governor's State of the State address in which she referenced initiatives for funding education.

## Adjournment

IT WAS MOVED by Trustee Proctor and supported by Trustee Buck that the meeting be adjourned.

Ayes: Abood, Buck, Hidalgo, Mathews, Meyer, Proctor, Wilbur

Nays: None

Absent: None

The motion carried.

The meeting adjourned at 7:42 p.m.

Submitted,

  
Executive Assistant & Liaison to the Board  
Benita Duncan