

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
November 15, 2021

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:02 p.m.

Roll Call

Present: Abood, Buck, Mathew, Proctor, Thomas

Absent: Hidalgo, Vaive

Pledge of Allegiance

Trustee Abood led the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED BY Trustee Mathews and supported by Trustee Thomas that the minutes of the October 25, 2021, Regular Board of Trustees meeting and the November 8, 2021, Special meeting be adopted.

Roll call vote:

Ayes: Buck, Abood, Proctor, Thomas, Mathews

Nays: None

Absent: Hidalgo, Vaive

The motion carried.

Additions/Deletions to the Agenda

The following additions/deletions were made to the agenda:

- Trustee Mathews requested that the approval of Trustee Proctor's expenses related to the ACCT Leadership Congress be added to the Consent Agenda.
- Trustee Buck requested that the Brother to Brother mentoring program be added before Limited Public Comment Regarding Agenda Items.

Six students and two faculty members involved in LCC's chapter of Brother to Brother spoke on the value of the program. The students spoke about the importance of a peer group and mentorship, and how they helped them during their time at LCC.

Trustees thanked the students and faculty for their comments and applauded their work at LCC.

Limited Public Comment Regarding Agenda Items

Mark Kelland: Mark Kelland addressed the Board regarding the procedures related to the HR Children in the Workplace policy. He stated that he hoped the committee could provide more clarity on the procedures.

*(*NOTE: Review of the administrations' procedures to implement college policies is not a part of the Policy Committee's charge. The Policy Committee Chair states that he would review the procedures for this particular policy)*

Action Items – Consent Agenda

The following items were presented under the Consent Agenda:

A. College Policy – Administration and Facilities

1. Acceptable Use (*REVISED*)
2. Advertising/Underwriting (*REVISED*)
3. Emergency Management (*REVISED*)
4. Facilities Management (*REVISED*)
5. Five-Year Capital Outlay Plan (*ELIMINATE*)
6. Identity Theft Protection (*REVISED*)
7. Information Security (*REVISED*)
8. Naming Facilities (*REVISED*)
9. ~~Smoking Policy (*REVISED*)~~ *REMOVED*
10. Sustainability (*REVISED*)
11. Utilization (*REVISED*)
12. ~~Weapons (*REVISED*)~~ *REMOVED*
13. Workplace Violence (*REVISED*)

B. Request for Proposal

1. Temporary Employment Services

C. Trustee Proctor Travel Expenses

1. ACCT Leadership Congress

Trustee Abood requested that the Weapons Policy be removed from the consent agenda for discussion and Trustee Thomas requested that the Smoking Policy be removed from the consent agenda for discussion.

**NOTE: The Intellectual Property Policy that was placed on the October agenda was removed from the November agenda for further review.*

IT WAS MOVED BY Trustee Proctor and supported by Trustee Mathews that the Consent Agenda, removing the Smoking Policy and the Weapons Policy, be approved.

Roll call vote:

Ayes: Abood, Mathews, Thomas, Proctor, Buck

Nays: None

Absent: Hidalgo, Vaive

The motion carried.

Action Items – Smoking Policy

IT WAS MOVED BY Trustee Proctor and supported by Trustee Mathews that the Smoking Policy be approved.

Trustee Thomas asked why the use of marijuana was not omitted from the policy.

Proctor stated that this policy prohibits smoking of any kind.

Roll call vote:

Ayes: Mathews, Proctor, Buck, Abood, Thomas

Nays: None

Absent: Hidalgo, Vaive

The motion carried.

Action Item – Weapons Policy

IT WAS MOVED BY Proctor and supported by Trustee Thomas that the Weapons Policy be approved.

Trustee Abood asked about the reference to civil or criminal sanctions sentence. He stated that he didn't want student rights compromised due to the misinterpretation of this statement.

“Anyone who violates this policy may be subject to civil or criminal sanctions and removal from College property, including those who are licensed to carry concealed weapons, as provided by law.”

Trustee Abood asked if a person who has a permit to carry is allowed to carry on campus.

Scott Dwyer answered no.

Trustee Abood asked if the committee would be willing to consider a person whose life has been threatened and they have a permit to carry to protect themselves.

The Policy Committee Chair stated that the committee is willing to pull this policy from the agenda and bring it back in December.

Roll call vote:

Ayes: None

Nays: Abood, Proctor, Buck, Thomas, Mathews

Absent: Hidalgo, Vaive

The motion failed.

The Chair stated for the record that the policy will go back to the committee for further review.

Monthly Monitoring Report

The following Monthly Monitoring Reports were presented:

- A. 2022 – 2023 Federal Agenda
- B. Monthly Monitoring Report

Trustee Abood stated that due to the amount of funds being spent on the parking ramp, he would like an update on where the college is with spending and the completion of the project.

Linkage Planning/Implementation

President Report

President Robinson presented the November 2021 President's report to the Board.

Chair's Report – President Evaluation

Trustee Buck stated the following:

The Board of Trustees has carefully reviewed Dr. Robinson's performance as President and Chief Executive Officer of Lansing Community College. It is my observation that the Board supports his vision and successful leadership in working with the Board, administration, faculty, and staff to transform and strengthen the College and improve its service to students.

Therefore, at today's Board meeting, I will ask that motion be made that the President's employment agreement be amended, that the amendments be

effective as of today, and an amended agreement with these changes be prepared for signature.

Trustee Buck stated that the Board would like to see a 3% increase to Dr. Robinson's based salary and the following revisions under Compensation and Benefits made to his contract for clarification

3. Compensation and Benefits

(e) *Paid Sick Time.* Robinson will accrue paid sick time **each** fiscal year of his employment 12 days, which may be used by Robinson during absences due to incapacitating illness or injury or as otherwise permitted in accordance with the Employer's policies. LCC's policies currently provide for an accumulated bank of 1,200 hours. Paid sick time is a form of LCC-funded insurance, and Robinson will not receive additional pay in lieu of unused sick time at the termination of employment."

(g) *Paid Time Off for Vacation.* Robinson will **be granted twenty-five (25) days of paid vacation each full year, prorated on the basis of the time actually worked for employment periods of less than one (1) full fiscal year,** to a maximum **accumulation of four hundred (400) hours.** Robinson shall coordinate proposed vacation times with the Board Chair. Unused vacation days may be surrendered for cash upon voluntary termination of employment with proper notice, or upon involuntary termination of employment other than for "cause", **up to a maximum of 400 hours.**

IT WAS MOVED BY Trustee Buck and supported by Trustee Mathews that the changes to Dr. Robinson's salary and revisions to his contract be approved.

Roll call vote:

Ayes: Thomas, Proctor, Abood, Mathews, Buck

Nays: None

Absent: Hidalgo, Vaive

The motion carried.

Trustee Buck read a written statement from Trustee Vaive for the record:

I would also like to take a moment to express my support of Dr. Robinson himself. When we met and decided to hire Dr. Robinson, he was a mere 1.5 inches on a computer screen. We did not know how the pandemic would play out. We did not know what the future of education, or the future in general, would be. We could only hope for the best. I believe that is what we have gotten. Dr. Robinson's and his team's commitment to DEI, student success, and community inclusion have been palpable. I have enjoyed the creative and modern ways that Dr. Robinson has worked to engage the community. I appreciate his open and direct communication with the board. It has been a strange and difficult past year plus. We still do not know what the future holds. But I look forward to watching Dr. Robinson and his team navigate the challenges. I believe they will continue to approach

whatever comes with the grace and acuity that makes Lansing Community College a leader in education.

Committee Reports – Audit Committee Update

Trustee Proctor gave the following Audit Committee Update:

- Baker Tilly Internal Audit Update.
- Proposed Tax Increment Financing and Development Plan if the Delta Township Saginaw Corridor Improvement Authority.

Don Wilske stated that if the board decides they want to be included in the TIFF/CIA a revenue-sharing agreement has to be approved by the Board at the December board meeting.

Board Members Reports – Foundation Board Update

Trustee Mathews gave the following Foundation Board Update:

- The college has three new scholarships that are all non-endowed annual scholarship funds.
- Applications are now open and students can apply using one common application for over 400 scholarships. The Foundation is looking for scholarship reviewers.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

Public Comment

There were no public comments.

Board Comments

Trustee Thomas wished everyone a Happy Thanksgiving.

Adjournment

IT WAS MOVED by Trustee Mathews and supported by Trustee Thomas that the meeting be adjourned.

November 15, 2021 Regular Board of Trustees Meeting
Adopted Minutes

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

The motion carried.

The meeting adjourned at 7:52 p.m.

Submitted,


Executive Assistant & Liaison to the Board
Benita Duncan