

LANSING COMMUNITY COLLEGE

BOARD OF TRUSTEES

January 23, 2023

Regular Meeting

Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:00 p.m.

Roll Call

Present: Abood, Buck, Hidalgo, Mathews, Thomas, Vaive

Absent: Proctor

NOTE: Trustee Proctor was absent due to illness

Pledge of Allegiance

Trustee Hidalgo led the Pledge of Allegiance.

Oath of Office

The Honorable Morgan Cole, Judge of the 30th Judicial Circuit Court, administered the oath of office for Trustee Elected Ryan Buck, and the Honorable Kristen Simmons, Judge of the 54-A Circuit Court administered the oath of office for Trustee Elect Angela Mathews.

Trustee Buck stated that the MI Community College Act states that within 15 days after the final canvass of the election, each person elected or appointed as a member of the Board of Trustees of a community college district shall file with the secretary of the Board of Trustees their Acceptance of Office, and their Affidavit of Eligibility. He also stated that each person elected or appointed to the board of any community college district shall take and subscribe to this oath or affirmation. Trustee Buck stated that he, trustee-elect Angela Mathews, and trustee-elect Robert Proctor have each filed the required documents with the Executive Assistant & Liaison to the Board and this evening they are each ceremonially subscribing to the Oath.

Approval of Minutes

IT WAS MOVED BY Trustee Mathews and seconded by Trustee Vaive that the minutes of the December 12, 2022, Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Buck, Vaive, Abood, Hidalgo, Thomas, Mathews

Nays: None

Absent: Proctor

The motion carried.

Additions/Deletions to the Agenda

- Dr. Robinson asked to correct page 33, under financial implications, to read Tech Replacement Fund and page 36 under financial implications to read General and Tech Replacement Fund.

Limited Public Comment Regarding Agenda Items

Gezelle Oliver: Gezelle Oliver addressed the Board to congratulate Trustees Buck, Mathews, and Proctor on their re-election to the board of Trustees.

President Report

President Robinson presented the January 2023 President's report to the Board.

Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. College Policies
 - 1. Occupational and Environmental Safety (*NEW*)
 - 2. Workplace Consensual Relationships (*REVISED*)
- B. Cooperative Purchase Agreements
 - 1. Dental Chairs and Accessories
 - 2. F5 Internet Traffic Management Appliances
 - 3. Juniper Network Switches and Support
- C. Invitation to Bid
 - 1. Campus-Wide Window Cleaning Services
- D. Request for Proposal
 - 1. Campus-Wide Fire Extinguisher Inspections
- ~~E. Sabbatical Leave Request (*REMOVED*)~~
 - ~~1. Hon Trebesh~~
 - ~~2. Kanagapushpam Padmanabhan~~

IT WAS MOVED BY Trustee Hidalgo and seconded by Trustee Vaive that the Consent Agenda, removing the Sabbatical Leave Requests, be approved.

Roll call vote:

Ayes: Abood, Mathews, Thomas, Hidalgo, Buck, Vaive

Nays: None

Absent: Proctor

The motion carried.

Consent Agenda – Sabbatical Leave Requests

IT WAS MOVED BY Trustee Mathews and seconded by Trustee Vaive that the Sabbatical Leave Requests be approved.

Roll call vote:

Ayes: Mathews, Vaive, Hidalgo, Buck, Abood, Thomas

Nays: None

Absent: Proctor

The motion carried.

Monthly Monitoring Report

The following monitoring reports were presented:

1. 2023 – 24 Course Fees
2. Monthly Financial Statements
3. Monthly Public Safety Report

Linkage Planning/Implementation

Chair’s Report – Conflict of Interest Report

Trustee Buck reminded the Trustees that their Conflict of Interest Disclosure Statement is due to the Executive Assistant to the Board.

Chair’s Report – GP 306 Annual Board Planning Cycle

There were no recommended changes to the Annual Board Planning Cycle.

Chair’s Report – ACCT NLS Travel Expenses

Trustee Buck stated that Audit Committee is not able to receive travel receipts on time and meet in February to approve the Trustee travel expenses related to the ACCT National Legislative Summit.

IT WAS MOVED BY Trustee Mathews and seconded by Trustee Thomas that the Board authorized the Board’s Executive Assistant/Liaison to approve expense reimbursement requests submitted by a trustee, but only those expense reimbursements expressly authorized by Board bylaws, governance policy, or the college’s travel policy.

Roll call vote:

Ayes: Abood, Buck, Thomas, Vavie, Mathews

Nays: Hidalgo

Absent: Proctor

The motion carried.

Chair's Report – Board Reorganization/Election of Officers

IT WAS MOVED BY Trustee Abood and seconded by Trustee Thomas that Angela Mathews is elected to serve as Chair, Lawrence Hidalgo, Jr. is elected to serve as Vice-Chair, LaShunda Thomas is elected to serve as Secretary, and Robert Proctor be elected to serve as Treasurer.

Roll call vote:

Ayes: Vaive, Thomas, Abood, Hidalgo, Mathews, Buck

Nays: None

Absent: Proctor

The motion carried

Committee Appointments

Newly elected Chair Angela Mathews made the following committee appointments. These appointments are for a two-year term ending December 31, 2024.

Audit Committee

1. Robert Proctor, Chair
2. Lashunda Thomas, *Member*
3. Samantha Vaive, *Member*

Trustee Mathews stated the remaining committee assignments will be assigned at the next Board of Trustees Meeting.

Board Member Report – Foundation Board Report

Trustee Mathews provided the following Foundation update:

- Scholarship applications are due Jan 31. There are 700 submitted and another 500 in progress. The Foundation is still looking for scholarship reviewers. The Foundation has 127 volunteer reviewers and it hopes to involve more community members.
- The Foundation received a new anonymous planned gift of \$35,000 in late December. This fiscal year the foundation has added 11 documented planned gifts, bringing the total Legacy Society to 50.
- The Foundation is beginning a campaign for its 40th year of supporting students.
- The deadline to nominate an outstanding Distinguished Alumni is February 28. The nomination form will go live on February 1.

Unfinished Business

There was no Unfinished Business.

New Business

New Business items for the February Board of Trustees Meeting:

- A. Consent Agenda
 - 1. 2023 – 24 Course Fees
- B. Monitoring Report
 - 1. Financial Forecast
 - 2. Monthly Financial Statements
 - 3. Monthly Public Safety Report

Public Comment

Eva Menefee: Eva Menefee thank the Board for their comments regarding the Sabbatical Leave requests.

Ancissa Dillard: Ancissa Dillard addressed the Board regarding the Safety on Campus and those who are on campus in the evenings. She asked the college to think about the lighting provided for the main hub where students and employees catch the bus in the evening.

Board Comments

Trustees Mathews, Thomas, and Buck made Board comments.

Closed Session

There was no Closed Session.

Adjournment

IT WAS MOVED by Trustee Hidalgo and seconded by Trustee Abood that the meeting be adjourned.

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

The motion carried.

The meeting adjourned at 7:15 p.m.

Submitted,



Executive Assistant & Liaison to the Board
Benita Duncan