

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
February 20, 2023

Regular Meeting
Adopted Meeting Minutes

Call to Order

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

Roll Call

Present: Buck, Mathews, Thomas, Vaive, Hidalgo

Absent: Abood, Proctor

Trustee Proctor arrived at 6:03 p.m.

Pledge of Allegiance

Chair Mathews asked there be a moment of silence for the three MSU students and the five students still in the hospital in critical condition. She also stated that the college stands in solidarity with MSU.

Trustee Buck led the Pledge of Allegiance.

Ms. Te'Asia Malone sang the Black National Anthem.

Trustee LaShunda Thomas recited the LCC Land Acknowledge.

Special Recognition

Chair Mathews presented former Board Chair, Trustee Ryan Buck, with the following plaque:

In Recognition of your Leadership and Service as Chair of the Board of Trustees at Lansing Community College. January 2021 – December 2022

Approval of Minutes

IT WAS MOVED BY Trustee Hidalgo and seconded by Trustee Buck that the minutes of January 23, 2023, Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Buck, Mathews, Thomas, Vaive, Hidalgo

Nays: None

Absent: Abood

Trustee Proctor abstained from voting due to being absent at the January Board meeting.

The motion carried.

Additions/Deletions to the Agenda

There were no additions/deletions to the agenda.

Limited Public Comment Regarding Agenda Items

There were no Limited Public Comments Regarding Agenda Items.

President's Report

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

Consent Agenda – Action Items

The following items were presented under the consent agenda:

- A. 2023 – 24 Course Fees
- ~~B. No Bid Justification~~
 - ~~1. Student Evaluation System *REMOVED*~~
- C. Sole Source Justification
 - (1) Oracle Java Licenses

Trustee Proctor asked that the No Bid Justification for the Student Evaluation System be removed from the Consent Agenda for discussion.

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Buck that the Consent Agenda, removing the No Bid Justification for the Student Evaluation System, be approved.

Roll call vote:

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

Nays: None

Absent: Abood

The motion carried.

Action Item – No Bid Justification/Student Evaluation System

IT WAS MOVED BY Trustee Buck and seconded by Trustee Proctor that the No Bid Justification for the Student Evaluation System be approved.

Trustee Proctor asked for an example of how the Student Evaluation System has improved teaching and learning.

Provost Welch stated that the system lets faculty do surveys within the semester and ask students about their learning, or ask for class feedback. She stated this lets the faculty member make changes during the semester and improve the experience and learning for students.

Discussion followed.

Roll call vote:

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

Nays: None

Absent: Abood

The motion carried.

Monthly Monitoring Report

These monitoring reports were presented:

- A. Two-Year Financial Forecast
(There were questions and Board discussion)
- B. Monthly Financial Statements
- C. Monthly Public Safety Report
(There was a Board discussion)

Policy Development

Trustee Proctor presented the following policy revision as a first read:

HIRING AND CONTRACT APPROVAL

I. Purpose

~~This policy is intended to define the Board of Trustees' authority appropriate hiring authority for hiring certain personnel and contracting with professional service providers. utilized by the college and to clearly delineate those which are under the Board's responsibility and those under the responsibility and authority of the president and administration.~~

II. Scope

Except as provided in sections 1.6.1 and 1.10.5 of the Board's Bylaws or Governance Policies this policy applies to employees, contractors, or consultants hired by the Board.

III. General

A. The Board of Trustees shall select, hire, negotiate terms and scope of service, and directly receive the reports and information from the following, whether hired as employees, contractors, or consultants:

- 1) President
- 2) Board Executive Assistant/Liaison

The Chair of the Board shall be responsible for overseeing the performance of the duties and responsibilities of the Board Executive Assistant/Liaison, including approval of the Executive Assistant/Liaison's timecard, requests for leave usage, and requests for reimbursement of expenses incurred in the performance of assigned duties or those duties incidental to in the performance of the job. The Board shall annually conduct an evaluation of the Board Executive Assistant/Liaison's job performance. Except as otherwise provided by resolution adopted by the Board, the position of Board Executive Assistant/Liaison shall be entitled to the same benefits and compensation progression as set forth in the college's classification and compensation plan for employees who are not in an exclusively represented bargaining unit.

The Board Executive Assistant/Liaison shall report to the Board and the employment relationship shall be identified as a just cause relationship.
(Board Bylaw 1.6.1)

- 3) Legal Counsel, regular, or special counsel
- 4) External Auditor
- 5) Internal Auditor
- 6) Special consultants retained on a project basis.

B. The President shall have the authority and responsibility to hire or retain all other employees, contractors, and service providers within the Board's established policy parameters.

C. The Chief Financial Officer (CFO) shall be confirmed by the Board and have the responsibility to report directly to the Board and/or the Audit Committee, as well as to the external auditors, any suspected financial irregularities, or other matters which present a significant financial jeopardy to the college. Such matters should simultaneously be reported by the CFO to the President. Suspected criminal matters must, of course, be reported to the State and appropriate law enforcement agencies for investigation. The involuntary separation of the CFO must be approved by the Board.

IV. Responsibility

Responsibility for the interpretation and administration of this policy is delegated to the Board of Trustees or their designee.

Scott Dwyer suggested that the word overseeing be changed to the word coordinating.

Trustee Buck suggested this item be taken up in a Closed Session so the Board can have a more robust conversation.

Linkage Planning/Implementation

Chair's Report – ACCT National Legislative Summit

Four Trustees attended the National Legislative Summit along with Dr. Robinson and two Administrators. Trustees that went to the conference gave brief remarks on the workshops and the sessions they attended.

Chair's Report – Committee Board Appointments (January 2023 – December 2024)

Trustee Mathews made the following Committee Board Appointments:

- (1) **LCC Foundation Board of Directors** – *Trustees Mathews and Thomas*
- (2) **Michigan Community College Association Board of Directors alternative member** – *Trustee Andrew Abood*
- (3) **Policy Committee Chair** – *Trustee Robert Proctor*
- (4) **Grand Ledge Local Development Authority** – *Trustee Angela Mathews*
- (5) **Mason Local Development Authority** – *Trustee Samantha Vaive*
- (6) **Leslie Local Development Authority**

There were no Trustees available to serve on the Leslie Local Development Authority. Chair Mathews asked Dr. Robinson if he would assign an LCC staff member to represent the Leslie Local Development Authority for a two-year term and connect them with Ms. Duncan.

Chair Report – Board Generated Idea on LCC Commemoration of Greater Lansing African Americans

The Board had an open discussion on the LCC commemoration of the Greater Lansing African Americans.

Trustee Buck stated that when the college built the sculptures and the clock tower, other incurred expenses didn't come from donations. He expressed concern those expenses take away from funds going to student success.

Dr. Robinson stated that raising money for this initiative would not compete with scholarship money or other direct fundraising. He stated that the administration is excited about this particular campaign because it accomplishes place-making for LCC and its reputation for celebrating equity in our community.

Board Member Reports – Foundation Board Update

Chair Mathews gave the following Foundation Board Update:

- The foundation is scoring the scholarship applications. A lot of community members participated in scoring the scholarship applications this year.

Unfinished Business

There was no Unfinished Business.

New Business

New Business items were presented for March.

- A. Consent Agenda – Action Items
 1. FY 2024 Tuition Rates
- B. Monthly Monitoring Reports
 1. FY23 Estimate of Taxes and Appropriation Necessary
 2. Monthly Financial Statements
 3. Monthly Public Safety Report

Public Comment

Alex Azima: Alex Azima addressed the Board to historically correct who coined the slogan “The Logical Choice College”. He stated that former Dean Neal Raisman coined that phrase.

Board Comment

Chair Mathews and Trustee Vaive made comments.

Closed Session

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Buck that the Board enters into a Closed Session for the purpose of discussing and reviewing records or information of measures designed to protect the security or safety of persons or property or the confidentiality, integrity, or availability of the College’s information systems pursuant to Section 8(h) of the Open Meetings Act to consider the material which is exempt from disclosure under Section 13 (1) y of the Michigan Freedom of Information Act, and to discuss a written legal opinion regarding the proposed changes to the Hiring and Contract Approval.

Roll call vote:

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

Nays: None

Absent: Abood

The motion carried.

Adjournment

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

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

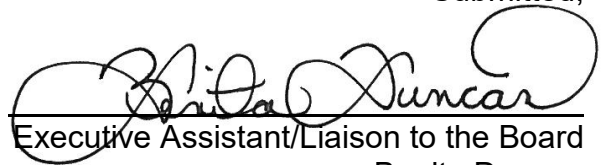
Nays: None

Absent: Abood

The motion carried.

The meeting adjourned at 10:11 p.m.

Submitted,


Executive Assistant/Liaison to the Board
Benita Duncan