

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
March 20, 2023

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:01 p.m.

Roll Call

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

Pledge of Allegiance

Trustee Buck led the Pledge of Allegiance.

Special Recognition

In honor of Women's History Month, the Executive Assistant/Liaison to the Board was recognized by a group of local business community leaders for her many years of service to the greater Lansing Community and LCC. The leaders honoring Ms. Duncan were Kelli Ellsworth Etchison, CMO & Chief Diversity Officer for LAFUCU and former LCC Foundation Board Member, Dr. Renee Canady, CEO of MPHI, Priscilla Bordago, MI Statewide Manager for Crime Survivors for Safety & Justice, Carmen Thomas, Chief Government Relations Officer, Deborah Allen, Business Owner of Spotlight Lipstick, Pastor Brigitte Brown, Pastor of Rivers of Life Church, and Chatum Taylor, Member Experience Manager at Lake Trust Credit Union.

Ms. Etchison quoted former Chairperson Ryan Buck:

The PBSN has elected a gifted professional and leader in Ms. Duncan and they now benefit from the same exemplary work she has used to help make Lansing Community College a national leader in student success initiatives. She represents the very best of what makes LCC the place where success begins.

Benita, in honor of Women's History, we honor you and stand with you as you continue to make our community a better place to live, work, attend school, and thrive.

Approval of Minutes

IT WAS MOVED BY Trustee Buck and seconded by Trustee Vaive that the minutes of the March 20, 2023, Board of Trustees meeting be adopted.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Additions/Deletions to the Agenda

Trustee Proctor requested to add revisions to the Hiring and Contract Approval Policy and revisions to Board Bylaw 1.6.1 to Policy Development.

Limited Public Comment Regarding Agenda Items

There were no Limited Public Comments Regarding Agenda Items.

President's Report

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

President's Report – College Administration Report Regarding Diversity of Employees

There was a Board discussion on the data.

Consent Agenda – Action Items

The following items were presented under the consent agenda:

A. Cooperative Purchase

~~1. Architect & Engineering Services Pool *REMOVED*~~

2. Conference Room Upgrades

3. Replacement Laptops

~~B. FY 2024 Tuition Rates *REMOVED*~~

Trustee Abood requested that the Cooperative Purchase for Architect & Engineering Services Pool be removed from the consent agenda for discussion.

Trustee Buck requested that the FY 2024 Tuition Rate 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 Cooperative Purchase for Architect & Engineering Services Pool and the FY 2024 Tuition Rate, be approved.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Action Item – Cooperative Purchase/Architect & Engineering Services Pool

IT WAS MOVED BY Trustee Buck and seconded by Trustee Vaive that the Cooperative Purchase for Architect & Engineering Services Pool be approved.

Trustee Abood asked if approval was for \$2.3 million. He also asked what the value was of doing this now and how it saves the college time and money.

Dr. Samuel stated yes, the approval would be for \$2.3 million. She stated as a local unit of government the college would have access to several cooperative agreements that have been established by a public agency. She further stated this benefits the college by reducing the administrative burden of soliciting bids for this service. Dr. Samuel stated it would take the college months to find a firm.

Discussion followed.

Roll call vote:

Ayes: Mathews, Proctor, Vaive, Buck, Thomas

Nays: Abood

Absent: Hidalgo

The motion carried.

FY 2024 Tuition Rates

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Buck that the FY 2024 Tuition Rates be approved.

Trustee Buck stated that last year's restraint the college showed by not increasing tuition more than makes up for the request for a very reasonable increase in his opinion and will support the motion.

Trustee Proctor stated that with the fund balance creeping up, the college ought to think about where it wants to be and what's the impact on the cost of education at Lansing Community College. He stated that at some point the Board has a retreat to talk about what the fund balance is, how we get there, and what it ought to be in the content of the budget for Lansing Community College.

Trustee Vaive stated that she agrees with Trustee Proctor's comment about having a Board retreat on the fund balance. She also stated that it might be easy to sit up here and state that the college is doing better than what everyone else is doing and not think about the individual being affected by that. She stated that it is more expensive for a student to put food on the table than it was a year ago, as it is for employees at the college. Trustee Vaive said she feels the college does a lot to help its students in every part and will vote in favor of the tuition increase. She stated that as the college moves forward it should continue to remind its students of the childcare scholarship and emergency funds available to them if this tuition increase impacts them.

Trustee Abood stated that he is a hard no. He said that with a \$3 increase, \$750,000 has little impact on a \$130 million budget. He further stated that if the college does nothing it would still be \$10 million over the fund balance policy. Trustee Abood stated that although there was no tuition increase last year the college potentially overcharged its students last year. He stated that the college overcharged students by \$12 a credit hour (3 million divided by \$250,000).

Trustee Buck stated that one perspective but not a fact.

Trustee Proctor agreed with Trustee Abood and said the college didn't have to charge as much.

Trustee Abood stated that he knows this is a long conversation, but it is important. He stated he is no-vote because before the Board can approve a \$3 increase it needs to have intentionality about what the fund balance should be. He said the college had a \$3 million surplus from last year and could have run \$12 less per credit hour and that is a fact. He stated that he wants to converse with the other Trustees and to have a policy on it, so today he is a no-vote.

Vaive stated this fund balance conversation should have happened before the Board got to this point and that the Board should have made sure that it happened.

Dr. Robinson stated that he agreed with all of the Trustees and especially with Trustee Abood that this is an important issue. He stated this is more of a conversation about fund balance and not a tuition increase. He stated that the Board had a retreat back in August and had a very substantive conversation about the fund balance and where that percentage should be.

Chair Mathews mentioned there was a budget workshop in January extended to anyone that wanted to attend.

Trustee Abood stated that although the Board had a retreat on the fund balance the Board has never had a real open debate at a Board meeting on where that fund balance percentage should be. He stated that it is unfair to require students to contribute to the fund balance without the board being held to a position and voting on it.

Trustee Thomas stated she agrees with Trustee Abood that does not feel there is a rush to approve this tuition increase today to have more of a conversation.

Roll call vote:

Ayes: Proctor, Buck, Vaive, Thomas, Mathews

Nays: Abood

Absent: Hidalgo

The motion carried.

Monthly Monitoring Report

These monitoring reports were presented:

- A. FY 2024 Estimate of Taxes and Appropriation Necessary
- B. Monthly Financial Statements
- C. Monthly Public Safety Report

Policy Development

Trustee Proctor stated that he asked for the Hiring Policy and Bylaw 1.6.1 to be added to the agenda so this meeting would reflect that. He stated that the Hiring Policy was on last month's agenda and will have more revisions next month along with a revision to Board Bylaw 1.6.1.

Linkage Planning/Implementation

Chair's Report – Spotlight

Chair Mathew recognized Harris Priller, a full-time LCC employee in IT, who helped her to set up her laptop last week. She stated that he started as an LCC student employee. She further stated that he had an opportunity to work somewhere else with better benefits, but stayed at LCC because he loved the college.

Chair's Report – HBCU Reconnect

Chair Mathew stated that she had a great conversation with Dr. Robinson and Toni Glasscoe on HBCU reconnect. She stated that the conversation was about reviving LCC's articulation agreements with the HBCUs. She thanked them for the conversation and information. She also stated there is a refresh and new look on the website.

Chair's Report - LCC Commemoration of Greater Lansing African-Americans

IT WAS MOVED BY Trustee Abood and seconded by Trustee Proctor to approve Option 2: Indoor Digital Display with the estimated cost of \$50,000 to \$200,000.

Trustee Buck asked if a specific amount would be helpful.

Dr. Robinson stated yes because he has agreed that the foundation would campaign for half the amount. He also stated this would help finance to designate that amount to a specific fund and make it much easier.

IT WAS MOVED BY Trustee Abood and seconded by Trustee Proctor to amend the motion to a fixed dollar amount of \$200,000.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Roll call on the main motion as amended:

IT WAS MOVED BY Trustee Abood and seconded by Trustee Proctor to approve Option 2: Indoor Digital Display with the fixed dollar amount of \$200,000.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

Committee Report – Audit Committee

Trustee Proctor reported that the Audit Committee met to approve Trustee travel expenses for the ACCT NLS. He stated that other items came up in the course of the meeting and asked Dr. Robinson for permission to speak with the CFO and the Senior VP of Operations.

Board Member Reports – Foundation Board Update

Chair Thomas gave the following Foundation Board Update:

- The Foundation received over 1,200 applications for scholarships. 160 volunteers read and scored the applications. Students will be notified next month of their awards.
- The Employee Development Fund received ten enrichment grants from employees.
- The Alumni Committee will meet next week to select this year's distinguished alumni.
- Save the date for June 7 for LCC's Star Day of Giving. Wear, share, and donate.

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

Cheryl Overly: Cheryl Overly, an LCC student with a disability, addressed the board regarding her not receiving her accommodation during class from the instructor. She asked going forward someone sits in this instructor's class and that something is put into place for instructors targeting disabled students.

Johnathan Tebrink: Johnathan Tebrink addressed the Board regarding the performance honoring the students at Michigan State University. He thanked the administration for pushing it out and encouraged everyone to view it.

Board Comment

Trustees Vaive, Abood, Proctor, and Buck made comments.

Closed Session

IT WAS MOVED BY Trustee Proctor and seconded by Trustee Thomas 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 people or property or the confidentiality, integrity, or availability of the College's information systems under Section 8(h) of the Open Meetings Act to consider the material exempt from disclosure under Section 13 (1) y of the Michigan Freedom of Information Act, and to discuss a written legal opinion on the proposed changes to the Hiring and Contract Approval and Board Bylaw 1.6.1.

Roll call vote:

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

Nays: None

Absent: Hidalgo

The motion carried.

The board entered into a closed session at 8:11 p.m.

The board returned to an open session at 9:36 p.m.

Roll call:

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

Absent: Hidalgo

Adjournment

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

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


Nays: None

Absent: Hidalgo

The motion carried.

The meeting adjourned at 9:41 p.m.

Submitted,



Executive Assistant/Liaison to the Board
Benita Duncan