# LAKE MICHIGAN COLLEGE

## **BOARD OF TRUSTEES**

## Materials for Regular Meeting

June 26, 2012

Submitted to

**Board of Trustees** 

by

Robert Harrison, President

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#### **AGENDA**

# Lake Michigan College Board of Trustees Special Meeting – Budget Hearing Tuesday, June 26, 2012 Napier Avenue Campus Mendel Center Executive Board Room 6:00 p.m.

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1.	Call	w	Oru	$\mathbf{L}$

- II. Roll Call
- III. New Business
  - A. Budget Hearing
- IV. Miscellaneous
- V. Adjournment

#### **AGENDA**

## LAKE MICHIGAN COLLEGE BOARD OF TRUSTEES REGULAR MEETING

## Napier Avenue Campus

June 26, 2012 **6:00 p.m.** 

I.	Cal	1 to Order				
II.	Roll Call					
III.	Setting of the Agenda					
IV.	Minutes of the May 29, 2012 Regular Board Meeting					
V.	Petitions and Communications from the Floor					
VI.	Pre A. B. C.	sident's Reports President's Update Dr. Harrison Presentations: FY '13 Draft Budget Dr. Harrison FY '13 Student Success Initiatives Dr. Gabbard Instructional Services Report Dr. Dempsey Financial Services Ms. Hahr				
VII.	O1d	Business				
VIII.	Nev A. B. C. D.	President's Annual Evaluation				
	G. H.	Collaboration				
IX.	Mis	scellaneous				
X.	Adj	ournment				



#### **BOARD OF TRUSTEES**

#### MINUTES OF THE REGULAR MEETING

### **Bertrand Crossing Campus**

May 29, 2012

#### I. CALL TO ORDER

Chair Truesdell called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:01 p.m. The meeting opened with the Pledge of Allegiance.

#### II. ROLL CALL

Present: Truesdell, Dr. Maysick, Williams, Tomasini, Dr. Lindley and

Moody

Absent: Bergan

#### III. SETTING OF THE AGENDA

Chair Truesdell removed item B: Staff Health Benefit Modification and added item E: Entry Drive Paving and Landscape Improvements to the agenda.

#### IV. APPROVAL OF MINUTES

The minutes of the April 24, 2012 Regular Meeting stand as presented.

#### V. PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

#### VI. PRESIDENT'S UPDATE

Dr. Harrison introduced Barbara Craig who gave an update on the Bertrand Crossing campus.

Dr. Harrison reported on Commencement, the Education Summit and the Senior PGA partnership.

#### INSTRUCTIONAL SERVICES REPORT

Dr. Dempsey reported on the summer semester, events associated with the Senior PGA, faculty summer initiatives, curriculum council agenda and new programs.

#### FINANCIAL SERVICES

Ms. Hahn provided the Financial Services report as of April 30, 2012.

#### VII. OLD BUSINESS

None

#### VIII. NEW BUSINESS

#### Voluntary Early Separation Incentive Plan

A Voluntary Early Separation Incentive Plan has been designed for full-time Administrators, Faculty, Professional/Technical and Classified Staff employees. Part-time, grant-funded, adjunct faculty and facilities employees would not be eligible.

Employees wanting to participate must have at least ten years or more of continuous, full-time employment at LMC. In addition, when added together, the employee's age and continuous full-time years of service at LMC must total at least sixty. Employees wanting to participate in the plan would leave the College's employment no later than June 30, 2012.

#### ACTION

It was recommended that the Lake Michigan College Board of Trustees adopt the Voluntary Early Separation Incentive Plan, effective July 1, 2012, as presented.

The employee must execute a Separation Agreement to Human Resources by 5:00 p.m. on June 22, 2012.

MOTION by Mr. Moody, supported by Dr. Lindley, to adopt the Voluntary Early Separation Incentive Plan, effective July 1, 2012, as presented.

ROLL CALL VOTE: Yeas: Truesdell, Dr. Maysick, Williams,

Tomasini, Dr. Lindley and Moody

Neas: none

Absent: Bergan

**APPROVED** 

#### **Professor Emeritus Appointments of Teaching Faculty Policy**

The 2011-2014 Labor Agreement between Lake Michigan College and the Lake Michigan College Education Association MEA/NEA included an agreement to establish a committee of three members from the College and three from the Faculty to review the current Professor Emeritus policy. The attached changes are the recommendations of this committee.

# Proposed Revision of Policy – 05/11/12 PROFESSOR EMERITUS APPOINTMENTS OF TEACHING FACULTY

Office of Origin: Board of Trustees

Date Adopted: 08-24-10 Date Reviewed: 05-11-12

Last Date Modified & Approved:

Policy Statement

#### 1. Purpose

This policy addresses the appointment of retired full-time teaching faculty and/or instructional administrators of the College to the status of Professor Emeritus and the rights and privileges accompanying such appointments.

#### 2. Policy

The College's Emeritus status policy is intended to honor retired LMC faculty and/or instructional administrators who have made extraordinary contributions through exemplary teaching, community outreach, and/ or within their academic discipline. Reserved for those who have earned such a distinction over the course of many years of dedicated service, nominations must reflect especially meritorious and significant accomplishments. No more than one Professor Emeritus award can be conveyed in any given year nor will there be one necessarily each year; however, an exception may be granted by the Vice President of Instruction should scholarly access to collegiate resources be a factor in the nomination.

**Responsibility**: Vice President, Administrative Services; Vice President of Instruction, Faculty Association, College President

References:

#### **ACTION**

It was recommended that the Lake Michigan College Board of Trustees approve the changes to the Professor Emeritus Appointments of Teaching Faculty Policy, as presented.

MOTION by Dr. Maysick, supported by Ms. Tomasini, to approve the changes to the Professor Emeritus Appointments of Teaching Faculty Policy, as presented.

ROLL CALL VOTE: Yeas: Dr. Maysick, Williams, Tomasini, Dr.

Lindley, Moody and Truesdell

Neas: None

Absent: Bergan

#### **APPROVED**

#### **Security Services Requests for Proposals**

Our current security services contract with Securitas expires at the end of this fiscal year, June 30, 2012. As a result Requests for Proposal for contracted security services were released on January 17, 2012. Proposals were administered by Lake Michigan College, Purchasing and Support Services. The new contract term will cover the period from July 1, 2012 to June 30, 2015, with two optional one-year extensions to June 30, 2016 and 2017, respectively.

Following is a summary of proposals received on March 26, 2012.

	Base Hourly
	Rate
The D. M. Burr Group, Flint, MI	\$15.30
Per Mar Security Services, Davenport, IA	\$15.23
Whelan Security, St. Louis, MO	\$14.79
Strategic Protection Group, Inc., Oak Park, MI	\$14.71
SST Security Services, Inc., Mt. Pleasant, MI	\$13.88
Securitas Security Services USA, Inc., Kalamazoo, M	\$12.97
Advance Security, Kalamazoo, MI	\$12.66
Prudential Protective, Southfield, MI	\$11.47

#### **ACTION**

It was recommended that the Lake Michigan College Board of Trustees accept the proposal of Advance Security, Kalamazoo, Michigan to provide contracted security services for Lake Michigan College, as presented.

MOTION by Dr. Lindley, supported by Mr. Moody, to accept the proposal of Advance Security, Kalamazoo, Michigan to provide contracted security services for Lake Michigan College, as presented.

ROLL CALL VOTE: Yeas: Williams, Tomasini, Dr. Lindley,

Moody, Dr. Maysick and Truesdell

Neas: None

Absent: Bergan

#### APPROVED

#### **Entry Drive Paving and Landscaping Improvements**

Lake Michigan College proposes to repave the Napier Avenue campus access roads, and make landscaping improvements to develop a pedestrian walkway from the student staff parking lot into the Napier Avenue building. This walkway is intended to minimize the pedestrian vehicular interface.

Bid advertisements were placed in our local newspapers including The Herald Palladium, The Kalamazoo Gazette, The Grand Rapids Press, and The South Bend Tribune. Bid documents were also available in the Builders and Traders Exchange, Kalamazoo, Michigan; Builders Exchange of Grand Rapids, Grand Rapids, Michigan; Construction News Service of Michigan, Inc., Wyoming, Michigan; and MHC/ReproMAX, Grand Rapids, Michigan.

General construction bids were received from the following firms:

Supplier	Bid Amount
Katerberg Verhage, Inc. Grand Rapids, MI	\$962,175
Michigan Paving and Materials Company Paw Paw, MI	\$904,300
Rieth-Riley Construction Co., Inc. Benton Harbor, MI	\$869,905

The College issued a post-bid addendum to the three firms to add Mendel Center parking lot repairs and to modify the project lighting design.

#### **ACTION**

It was recommended that the Lake Michigan College Board of Trustees authorize the College Administration to enter into contract with the low bidder for the replacement of the Napier Avenue campus entry drive paving and landscape improvements at a not-to-exceed amount of \$690,000.

MOTION by Mr. Moody, supported by Ms. Tomasini, to authorize the College Administration to enter into contract with the low bidder for the replacement of the Napier Avenue campus entry drive paving and landscape improvements at a not-to-exceed amount of \$690,000, as presented.

ROLL CALL VOTE: Yeas: Tomasini, Dr. Lindley, Moody, Dr.

Maysick, Truesdell and Williams

Neas: None

Absent: Bergan

APPROVED

#### IX. <u>MISCELLANEOUS</u>

#### X. ADJOURNMENT

MOTION by Dr. Maysick, supported by Mr. Moody, to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:29 p.m.

VOICE VOTE

APPROVED

/ksl