

**Lake Superior State University
Board of Trustees
Minutes of Meeting
Walker Cisler Student and Conference Center
Sault Ste. Marie, Michigan
July 17, 2020**

The Board of Trustees of Lake Superior State University met in regular session beginning at 8:30 a.m. on Friday, July 17, 2020, in the Superior Room, of the Walker Cisler Student and Conference Center, Lake Superior State University, Sault Ste. Marie, Michigan. The meeting was pursuant to Section 1.01. of the Bylaws of said Board with notice to the Board pursuant to Section 1.04., and public notice pursuant to Section 1.05. of the Bylaws.

The section numbers and headings of these minutes correspond to the agenda. A copy of the proposed agenda was distributed to each Trustee at the public session of July 17, 2020. The proposed agenda had been sent pursuant to Section 1.04. of the Bylaws. Copies of all such material are contained as appendices to these minutes.

At the call to order, there were several members in the audience.

I. Roll Call

Mr. Thomas Bailey, Chair, called the meeting to order at 8:30 a.m. He asked Ms. Lauren Pierce, Secretary, to call roll. The following members responded, “present”:

Mr. Thomas C. Bailey
Mr. Richard Barch
Ms. Patricia Caruso
Mr. Timothy Lukenda
Dr. Mark W. Mercer
Mr. Randy Pingatore
Ms. Sandi Frost Steensma
Dr. Rodney S. Hanley, President and ex-officio

Seven Trustees were recorded as present with Trustees Bailey, Mercer, Pingatore and Frost Steensma connected via Zoom conference. Present for the University were Mr. Steve Atkinson, President of the Education Support Personnel; Ms. Wendy Beach, Director of Human Resources, Safety and Risk; Dr. Michael Beazley, Dean of Student Affairs; Mr. Thomas Coates, Foundation Director; Dr. Lynn Gillette, Provost and Vice President for Academic Affairs; Dr. David Paitson, Director of Athletics; Mr. Fred Pierce, Dean of Admissions and Marketing; and Mr. Maurice Walworth, Vice President for Finance and Operations.

II. Approval of the Agenda for July 17, 2020

Mr. Pingatore moved for Board approval to amend the agenda for July 17, 2020, as follows:

Under VIII. Academic Affairs Report, add item 4. Course Fee Changes.

The motion was supported by Ms. Frost Steensma. The motion carried with unanimous voice vote.

III. Approval of the Minutes for May 8, 2020

Mr. Pingatore moved for Board approval of the minutes for May 8, 2020, as presented; supported by Mr. Barch. The motion carried with unanimous voice vote.

IV. Addresses to the Board

LSSU students, Riley and Rachel, expressed Covid-19 related concerns regarding housing and classes for the upcoming semester. Dr. Hanley stated that various department reports would be providing Covid-19 updates, as part of the meeting agenda that would address concerns. Additional campus emails would also be forthcoming with more information.

V. Chair's Remarks

Mr. Bailey thanked the administration, students, and faculty for their patience, perseverance, and efforts in adapting to Covid-19 and the upcoming academic year.

VI. President's Remarks

Dr. Hanley welcomed, newly appointed Trustee, Ms. Cynthia Williams. Ms. Williams observed via Zoom video while her onboarding continues with the State.

Dr. Hanley provided thanks to the faculty and staff who have worked so diligently over the last few months to get the university where it is today and gave a special acknowledgment to the Covid-19 -Response Team for the University. This group is co-chaired by Wendy Beach (Director, Human Resources, Safety, & Risk) and Dr. Lynn Gillette (Provost & Vice President for Academic Affairs).

The health and safety of LSSU students, faculty and staff, have been of paramount concern. LSSU was able to implement social distancing approaches that reduced the risk of the virus, including allowing students to complete the spring semester courses completely online. Additionally, many staff were able to work from home or work non-traditional hours. The residence halls remained

open for students who wanted to stay on campus so they could access the campus resources they needed. The Covid-19-Response Team was formed and examined every aspect of the campus with an eye to safety.

Dr. Hanley stated to date, the number of Covid-19 cases in Chippewa County has remained among the lowest in the entire state and Sault Ste. Marie is one of the safest cities in the country. In the Upper Peninsula, the daily infection rate remains low at around 1% of the state's total infection rate.

LSSU has brought Covid-19 testing on campus within the last few days. 84 tests were administered, all of which came back with negative Covid-19 results. Anyone who has symptoms or has come into contact with someone who has tested positive can be easily tested on campus. LSSU has also partnered with War Memorial Hospital to provide additional testing for students as they return.

In preparation for the fall semester, LSSU has produced The Four Pillars and are asking that everyone on campus adhere to them:

1. Social Distancing
2. Mask/Face Covering
3. Sanitization
4. Personal/ Social Responsibility

Dr. Hanley provided two non-Covid-19 news items, acknowledging:

- Dr. Ashley Moerke, the Director of the Center for Freshwater Research and Science (CFRE) was recently selected as the President of the Society of Freshwater Science.
- Dr. Jason Garvon, Professor of Biology, was recently appointed to the Michigan Wildlife Council by Governor Whitmer.

Dr. Hanley closed by stating the University has confronted many challenges – both known and unknown. Dr. Hanley shared his inspiration with the can-do spirit displayed throughout campus during this tumultuous time. He stated Lake State's determination and spirit would guide the university through this time.

VII. Finance Report

Mr. Walworth provided the Board with a review of FY20 financials and referenced several dashboards, including the General and Auxiliary funds, as well as other significant financial events.

The General Fund (GF) budget for FY20 was approved with a deficit of \$840K at year-end. The revenue for FY20 is at 98%, short \$750K. A number of revenue streams were cut short due to Covid-19 restrictions.

When LSSU began to see the impact of Covid-19, a hiring and spending freeze were initiated, as well as a number of layoffs. As a result, expenditures are significantly below budget – resulting in a current deficit of about \$570K (\$270K better than the approved budget). The year-end deficit is expected to be closer to \$400K (\$440K better than the approved budget).

The state announced a mid-year cut of 11%, but backfilled the cut with Federal Covid-19 funds. There are a number of CFRE related expenditures, which will need to be paid via the GF. There are several hundred thousand dollars in Covid-19 related expenditures, which could be reimbursed by a Federal grant. This will effectively reduce FY20 expenditures.

Mr. Walworth reported Auxiliary Fund (AF) updates, including the Housing unit. Approximately 98% of housing revenue has been collected, and 90% and expended about 90% of budgeted expenditures. Housing funds should end close to budgeted amounts. Cisler Operations collected 93% of its budgeted revenue and expended about 91% of its budgeted expenditures. Cisler Operations are expected to end the year near budget. Athletics collected 93% of its budgeted revenue and expended 96% of its budgeted expenditures. It is indicated that Athletics should end the year in a much better position than was budgeted.

Cash balances for LSSU and Foundation are comingled. The June 30th cash balance is about \$1M below the previous four years' June end-of-month. Reduced spending, a hiring freeze, and layoffs contributed to the reduction of cash decline.

As Mr. Walworth previously reported in the March meeting, LSSU and Foundation Endowments initially dropped about 25% after impacts of Covid-19. By May, the endowments rebounded and were down 15% from their value before Covid-19. Markets continued to improve, allowing for about \$850K in scholarship funds to be withdrawn for FY21 scholarships. Both LSSU and Foundation Endowments are at or near their beginning fund balances.

The impacts of Covid-19 have been recorded as they occur. All staff are recording and tracking Covid-19 related expenditures and revenue loss, with a newly added account code. As of June 30th, \$206K in Covid-19 related expenditures has been documented, along with a documented \$150K in lost revenue. Additional loss of revenue is expected in summer camps, Arts Center, Cisler Center, catering, and athletic events. Approximately \$800K in Covid-19 relief funds are available until March of 2021 for expenditure. The Business Office will apply those relief funds to the appropriate Covid-19 expenditures and revenue losses.

Mr. Walworth provided the Board with an update on the plan implemented for continued operation until final FY21 budgets are presented for review/approval at

a later Board meeting. University budgets for FY20 were cut by 11% and were backfilled by 11% with federal funds. LSSU does not expect to have useful information for the FY21 budget planning until the State conducts its budget conferences in August or September. State allocation represents 37% of the LSSU GF revenues. LSSU has continued spending and hiring freezes put in place until more information is provided from the State. Assuming a 10% reduction in funding from the State, achievement of all enrollment goals and the Board approved a 3.8% increase in tuition is implemented, then the FY21 GF revenue is estimated at \$36.2M. This is about \$600K less than the estimated actual FY20 revenue.

Estimated expenditures for this year of \$33.5M and FY21 transfers are estimated to be about \$4.1M. This assumes reduced expenditures and maintained lay-offs with the result in a year-end deficit of \$1.4M.

Mr. Walworth stated that no action is being requested at this time or budget to present due to the necessary information from the State that has not yet been made available. The administration recommends deferring the approval of the FY21 budget until September, and to continue in the present course with Board support.

Mr. Bailey and Mr. Lukenda shared appreciation for the summary and supported the administration's decision to not approve a budget for FY21 at this time with too many unknowns.

Mr. Walworth provided the Board with an update on the development of the GF budgets for FY21. The current planning model incorporates a 10% reduction in the State allocation, stable enrollment, and new revenue reductions and initiatives (est. \$300K in additional revenue). Once the State provides final budget allocations, budget adjustments will be made and final budgets will be presented to the Board for review and approval.

Mr. Walworth reported activities related to the Center for Freshwater Research and Education (CFRE) Capital Outlay Project. Construction has continued once the Governor allowed work to resume. Foundation, grade beams, and concrete work continue on the main structure. Site work for the parking areas, road, and utilities began within the last few weeks. Significant underground structures have been discovered and will be removed. Moving forward, the steel framework for the main building will start soon, along with the development of various exhibits, led by Dr. Ashley Moerke. Several new grant proposals are in process, which would assist in alleviating funding from the GF.

Mr. Walworth reported on selected activities/contributions related to the 2020-2025 Strategic Plan, including:

- Increase miscellaneous general revenues – reduced energy costs by \$86K through the JCI performance contract via energy rebates.
- Automate processes in an effort to increase efficiencies and reduce costs – automated the process of issuing financial aid checks/rebates to students, and automated the daily health assessment process required due to Covid-19.
- Reduce overall energy consumption on campus – as part of the JCI performance contract, buildings will be monitored for energy consumption.
- Establish a campus apiary on top of the Cisler Center. – Facilities have begun the development of a pollination garden in front of the Cisler Center.

VIII. Academic Affairs Report

Ms. Frost Steensma moved for Board approval to confer the appropriate degrees upon the list of candidates for Spring Semester 2020 as certified by the Registrar as having completed their graduation requirements; supported by Mr. Barch. The motion carried with unanimous voice vote.

Dr. Mercer moved for Board approval of a Certificate in Cannabis Production; supported by Mr. Pingatore. The motion carried with unanimous voice vote.

Dr. Gillette presented to the Board an action item to approve course fee changes for the fall 2020 semester, to reflect changes in the format of courses due to Covid-19.

Mr. Barch moved for Board approval of the course fee changes for the fall 2020 semester as presented; supported by Mr. Pingatore.

Ms. Caruso asked what the fee was for online courses. Dr. Gillette stated \$100 per online course, per semester.

The Chair requested a roll call vote. The results of the roll call vote were:

Mr. Thomas C. Bailey	“Yes”
Mr. Richard Barch	“Yes”
Ms. Patricia Caruso	“Yes”
Mr. Timothy Lukenda	“Yes”
Dr. Mark W. Mercer	“Yes”
Mr. Randy Pingatore	“Yes”
Ms. Sandi Frost Steensma	“Yes”

The motion carried with seven affirmative votes.

Dr. Gillette highlighted updates from multiple academic areas, including:

- Governor Whitmer's appointment of Dr. Jason Garvon to the Michigan Wildlife Council.
- The redesigned MATH 102 Intermediate Algebra was offered with Dr. Ray DeWitt for the first time this summer. Part of the new model includes proficiency testing throughout the course that students must pass in order to proceed. The summer course resulted in all students passing.
- College Deans were charged with conducting surveys to all graduates, to determine employment rates and/or graduate school admits within their field. The College of Innovation and Solutions reported graduates in the School of Business responded with 97% employed or in graduate school, and the School of Computer Science and Mathematics and the School of Engineering and Technology both reported 100% employed, or in graduate school.
- Dr. Russell Searight has work published in the *North American Journal of Psychology*. Dr. Kathy Berchem and Professor Kelli Verdecchia each published a chapter in *Nursing Care of Patients with Infections*.
- In following goals of the Strategic Plan, the Honors Program with Dr. Jason Swedene has been redesigned to attract and challenge students. Introduction to Philosophy as a Way of Life, Positive Psychology, and Science for Citizens were recently added to the curriculum.
- Dr. Gail Essmaker and the HLC Leadership team continue to prepare for the March 2021 Comprehensive Review Visit from HLC.

Dr. Gillette provided an update from the Center for Freshwater Research and Education (CFRE), including:

- Twelve students employed by CFRE this summer – ten are paid by external grant funding.
- Five Fisheries and Wildlife Management students enrolled in Aquatic Entomology passed the Society for Freshwater Science Taxonomic Certification Exam. Currently, 20% of all certified taxonomists nationwide are LSSU alumni.
- Five Michigan Sea Grant interns are working at CFRE this summer.
- CFRE and Dr. Ashley Moerke submitted two grant proposals that would fund \$1.2M in equipment and \$298K to create a green stormwater management demonstration project.
- Dr. Ashley Moerke was elected to serve as President of the Society of Freshwater Science. Dr. Moerke is the first President from a primarily undergraduate university.
- Mr. Roger Greil and LSSU students celebrated the raising and release of over 30K Atlantic Salmon into the St. Mary's River, with the event streamed live on Facebook.

Dr. Gillette presented to the Board, an action item to approve a building and operation lease agreement with Dave Fultz, to have an additional location in St. Helen, MI starting fall 2020. The building would be leased to LSSU for two years, starting August 1, 2020, to July 31, 2022. The building provides nine classrooms with plans to offer 16 classes, mostly taught through Zoom at LSSU, along with local faculty at Charlton Heston Academy. The agreement covers utilities, janitorial services, snow removal, maintenance, phones, internet, and classroom furniture. There would be no charge of rent for the first year. Rent for year two would be \$23K a month, \$281K for the year. Projected enrollment shows 44 students from the St. Helen area interested in enrolling. The year 2021 enrollment projections show 150 students at the St. Helen location. Projected revenue and costs produce a projected net income of \$685K by year two.

Mr. Lukenda moved for Board approval to enter a two-year lease agreement with Dave Fultz, for classroom building use in St. Helen, MI, as presented; supported by Mr. Pingatore. The Chair requested a roll call vote. The results of the roll call vote were:

Mr. Thomas C. Bailey	“Yes”
Mr. Richard Barch	“Yes”
Ms. Patricia Caruso	“Yes”
Mr. Timothy Lukenda	“Yes”
Dr. Mark W. Mercer	“Yes”
Mr. Randy Pingatore	“Yes”
Ms. Sandi Frost Steensma	“Yes”

The motion carried with seven affirmative votes.

Dr. Gillette provided the Board with fall semester academic plans relating to Covid-19. Face-to-face classes will begin on August 10, 2020, and end November 21, 2020. Spring classes will begin January 19, 2021, and end May 19, 2021. The 2020-21 academic calendar leaves open a two-month period between semesters, allowing for an online winter term. Dr. Gillette, Deans, and the Faculty Association are working out the details to offer winter classes for the first time at LSSU. Many discussions and plans were made to accommodate face-to-face instruction for the fall 2020 semester; all while maintaining social distancing and proper sanitization of buildings.

Dr. Gillette shared with the Board, contributions to the Strategic Plan as it relates to Academic Affairs, including:

- Analyze, assess, and refresh traditional education and liberal arts courses – development of new courses in the Honors Program.
- Expand programming related to cannabis – additional certificates, associates, and baccalaureate degrees.

- Develop an additional location for the University in St. Helen, MI – selected programmatic offerings and general education, Certificate in Cannabis Production.
- Enhance a culture of cyclical and systematic assessment.
- Maintain good standing with the HLC and appropriate accreditation bodies.
- Assess the effectiveness of all developmental and gateway courses – increase student learning and success in Developmental Math.
- Track, support, and market the use of High-Impact Educational Practices in all academic activities.

Dr. Gillette stated the Dr. Garvon would not be providing a report on behalf of the Faculty Association, due to technical difficulties in joining the video conference.

Mr. Oshelski provided the Board with an update related to Charter School activities and Board appointments or reappointments of members. Mr. Oshelski stated that all K-12 schools in MI are required to provide the State with a Preparedness Plan with different academic phases by August 17. The Charter School office provides assistance and collaboration in the development of the plan as well as assistance throughout the year. Mr. Oshelski will be presenting the Charter School Annual Report at the next Board meeting. Due to Covid-19, summer camps did not take place this summer.

Mr. Lukenda moved for Board approval of the recommendation to appoint or reappoint the following individuals to their respective Board of Directors of public school academies for the term listed:

Concord Academy Boyne:

Janenne Pung nominated for an appointment with a term expiring on June 30, 2023.

DeTour Arts and Technology Academy:

William Murray nominated for an appointment with a term expiring on June 30, 2023.

WSC Academy:

Terri Lynch Caris nominated for an appointment with a term expiring on June 30, 2023.

The motion was supported by Mr. Barch. The motion carried with unanimous voice vote.

IX. Student Affairs Report

Dr. Beazley provided the Board with an update on Student Affairs accomplishments since the last Board meeting. LSSU and Campus Life are promoting the Get Here, Stay Here initiative, developed with a schedule rich in in-person and virtual programming for all days of the fall semester and encourage students to stay on campus and avoid back and forth travel before the end of the semester.

University Housing began ADA compliant restroom conversions in Osborn Hall and Huron Hall, along the Row Houses. Erie Hall will be home to Laker Spirit, a new community-led by Marc Boucher. Residents of Laker Spirit will consist of first-generation students and students who are highly active on campus, to provide a supportive environment for first-generation students to benefit from students active in the campus community and make campus traditions more pronounced. Brown Hall is in the final stages of conversion from the Marketing Offices to a University Housing unit. Brown Hall will serve as an isolation unit for students who become ill with Covid-19. Those students will continue to benefit from the support of the Housing Office, Dining Services, and additional LSSU resources. To date, 779 active housing applications have been received, showing a 3% increase from 2019, while slightly down 2% from 2018.

Dining Services have been modified in compliance with current Executive Orders. New for fall 2020, students will have a grab and go option in the Shouldice Library. Sodexo Catering has resumed operations and has plans to host various events in the Cisler Center, while in compliance with public health guidelines.

Laker Success begins its fourth program year and has added a pathways program that students can opt into through specific programming done throughout the year.

Residential Life welcomed its student staff back to campus in early July to begin training. Covid-19 testing was made available to student staff and staff members with 84 tested, all coming back with negative results.

In June, LSSU was designated by NASPA (National Association of Student Personnel Administrators) as a Center for First-generation Student Success in this year's cohort.

The LSSU Health Care Center was designated to receive an Abbott ID Now machine from the State of Michigan Department of Health & Human Services. Covid-19 testing will be made available to the university and public communities. Bay Mills Indian Community Health Services and LSSU partnered to perform

rapid Covid-19 testing for some student staff, student-athletes, and campus staff in mid-July. During the arrival to campus, students will have the opportunity to be screened for Covid-19 through a partnership with War Memorial Hospital (WMH).

The Norris Center reopened its doors on June 15 with modified use of the facilities. Ice is expected to be ready for use in the Taffy Abel Arena in late July, with plans to unveil the next stage of Norris Center operations at that time. The Intramural leagues are in the planning stages and will proceed as public health guidelines permit. Under Club Sports Director, Ruthann Cantile, two coaches for ACHA Division 2 Ice Hockey were brought on staff; Steven Kaunisto for the men's team and Matthew Parker for the women's team.

Dr. Beazley provided an update on the Division of Student Affairs Covid-19 response and planning for the fall 2020 semester. Multiple email correspondences have been sent to students, outlining plans and preparations for the fall 2020 semester. Housing move-in has been modified to a staged move-in process over the course of a full week to mitigate traffic flow and clustering. New students will move in starting July 26 through July 30. Returning students will move in starting August 3. Housing reclassified some rooms to accommodate the increased private room request and took steps to reduce occupancy in some living spaces and common areas with furniture minimized. Common bathrooms will have barriers placed between sinks and urinals in the men's facilities.

Dining Services will strictly follow local, state, and federal guidelines while continuing to provide services. Food service staff undergo a daily health assessment before each shift. Social distancing, masks, and gloves are required at all times. The sanitization of surfaces is conducted more frequently.

Student Organizations will continue to promote LSSU's commitment to the superior experience with a wide array of programs that enact the Four Pillars and appeal to students on and off-campus. Campus events are subject to the Governor's Executive Orders.

Dr. Beazley shared with the Board, contributions to the Strategic Plan as it relates to Student Affairs, including:

- Canadian Recruiting Plan – new students to play ACHA Ice Hockey.
- Positive Interaction among students and staff - Development of Laker Spirit community at Erie Hall.
- Club Sports Initiative – New Club Sports Director, Ruthann Cantile, and two new ACHA Hockey Coaches.

Mr. Lukenda asked if other Universities had Abbott ID rapid testing on campus. Dr. Beazley stated as far as he knew, LSSU was the only university in Michigan to have such testing on campus.

Dr. Paitson provided the Board with an overview of the Athletic Department's updates and measurable activities. Based on the current NCAA Academic Performance Census, Laker student-athletes maintain an 88% GPA, 83% multiyear retention rate, and 99% of total credit hours earned. The NCAA Multi-Divisional External Audit was recently completed. Each multi-divisional university is required to complete the external audit every four years. The assessment, conducted by Collegiate Consulting, Inc., took place during the winter and spring months of 2020. The review process assesses eleven specific areas of athletics compliance and welfare practices outlined in areas such as but not limited to staffing, rules education, financial aid, eligibility, recruitment monitoring, and playing and practice seasons.

Dr. Paitson informed the Board of steps taken by LSSU Athletics to return to sports. In coordination with the LSSU Covid-19 Action Team, return to play protocol includes pre-activity screening, Covid-19 testing, daily assessments, restrictions on the number of student-athletes in any given space (weight room, training rooms, and gyms), hygiene guidelines, and cleaning and sanitization of equipment.

Dr. Mercer and Mr. Pingatore disconnected from Zoom audio/video at 10:30 a.m.

Dr. Paitson provided Central Collegiate Hockey Association (CCHA) news, stating that the CCHA named Don Lucia as Commissioner. Seven institutions are set to play within the CCHA for the 2021-2022 season. The schedule status of the upcoming athletic season is still in discussion among the Great Lakes Intercollegiate Athletic Conference (GLIAC) with plans to move forward.

X. Enrollment Management Report

Mr. Pierce provided the Board with an update on the progress in the area of Admissions. Since the last Board meeting, the admissions team has focused on yielding the 2020 class and orientation program planning. In the interest of minimizing student travel, orientation was repositioned to take place immediately prior to the fall 2020 semester. Move-in and orientation week begins July 27, with the fall semester to start August 10. Executive Orders enabled LSSU to execute and outdoor Lake State Open House on June 27. Families received a welcome from President Hanley, academic overviews by LSSU Deans, presentations from Student Life, Financial Aid, and tours of learning spaces.

Applications have remained constant since 2019, however, admits are substantially higher by 25%. Given environmental conditions, there continues to

be deferred decision making on behalf of the college-bound population. As of the second week in July, 425 new students are confirmed for orientation and 72 are registered, totaling 497 prospects. As of yesterday, that number is at 512 students. The Common Application is complete and ready for implementation in early August.

In Financial Aid, new first-time FAFSAs for fall 2020 continue to represent a 20%-25% increase over fall 2019 and increased to 30% just last week. The Financial Aid office has packaged over 1638 awards and developed a one-page summary of the student's aid package to assist families in understanding the process and help develop a better financial sense in preparing for fall enrollment. The LSSU Financial Aid office was charged with deploying the LSSU CARES Grant. To date, 66% (\$528K) of the Federal allotment has been awarded.

Mr. Pierce announced Mr. Peter Szatmary as the new Executive Director of Marketing and Communication as of July 1. Digital display and search ad activity in May 2020 outperformed May 2019 website hits. Social media activity is being leveraged to inform students of the LSSU Cares funding and has been a source of communication for Covid-19 preparation and responses concerning fall planning. Marketing and Communications have extended their digital billboard contract in fiscal year 21 for the Mackinaw City billboard. Billboards are being designed to welcome students back to campus and continue to highlight programs. Admission materials for the fall 21 cycle are currently in the planning and development process.

Mr. Pierce shared with the Board, contributions to the Strategic Plan as it relates to Admissions and Marketing, including:

- Develop a Canadian recruiting plan, and increase the number of Canadian students.
- Simplifying the application process for students seeking Financial Aid.
- Develop a plan and resource sharing to enhance admission presence at Charter School campuses.
- Expand overall university enrollment with the current focus on the 2020-21 academic year.

Mr. Lukenda asked if there were any updates regarding the ability of Canadian students crossing the U.S./Canada border for classes. Mr. Pierce stated that LSSU has been in regular contact with the Canadian Border Services Agency and was made aware on July 16 that Canadian essential work and/or study commuters would not be asked to quarantine for fourteen days from daily travel to and from the U.S. The Chief Operating Officer at the Canadian Port of Entry has been notified and an official letter of communication will be forthcoming.

XI. Human Resources Report

Ms. Beach presented to the Board informational items including, April 2020-June 2020 fourth quarter Title IX reports per the requirement of the State of Michigan. The Title IX Office received no reports during the fourth quarter reporting period and closed one investigation with a finding of a Title IX violation.

The Human Resources, Safety and Risk Office continue to focus on Covid-19 health and safety plans for faculty, staff, and students to return to campus. HR continues to monitor staffing across campus and work with the administration and the ESP Union President, to recall employees as needed. To date, 29 ESP employees and 20 AP employees have been recalled. LSSU has extended health care coverage from employees on lay off, through September 30, 2020. As required by MIOSHA, a Covid-19 Safety and Health plan was implemented by LSSU to start reopening the office. The plan requires health assessment monitoring of employees and contractors on campus. LSSU is transitioning to using the Michigan Department of Health and Human Services MI Symptoms platform to assist in monitoring daily health assessment. LSSU continues to work closely with the Chippewa County Health Department if anyone is experiencing any Covid-19 related symptoms. LSSU has created an online Covid-19 training program that will be mandatory for all staff and faculty, set to launch in a week.

The Title IX office continues to complete a majority of Title IX training using online training platforms. Due to Covid-19 restrictions, the State has allowed universities to forego the requirements of in-person training for all new and transfer students, and allow for the completion of this training through the online system for the 2020-2021 academic year. Faculty, staff, and students will be required to complete online Title IX training, starting next week. The Title IX office is updating policies and procedures to meet the new Title IX requirements, effective August 14, 2020, as required by the Department of Education.

Ms. Beach shared with the Board, contributions to the Strategic Plan as it relates to Human Resources, Safety and Risk, and Title IX, including:

- Develop an infectious disease response plan and continue to develop a comprehensive Covid-19 specific Return to Campus Re-Opening Plan.
- Implement strategies to reduce and offset campus printing and paper consumption – working towards a digital payroll and onboarding.

ESP President, Mr. Atkinson acknowledged Dr. Garvon's recent appointment to the Michigan Wildlife Council and shared news of MEA Representative Diana Kelley's current health condition; asking for best wishes towards her recovery.

Ms. Frost Steensma disconnected from Zoom audio/video at 10:56 a.m.

Mr. Atkinson stated that the ESP personnel recognize the efforts by LSSU to have a plan for multiple aspects of campus and effectively communicating the plans to faculty and staff and students. Mr. Atkinson stated that there has not been any communication regarding employment and staffing concerns at the university. Mr. Atkinson stated that all laid-off staff members should return to campus to allow for proper preparation of facilities and grounds in preparation for the fall 20 semester. Mr. Atkinson assured that appropriate sanitization requirements would be met.

XII. Development Report

Mr. Coates presented to the Board, a dashboard of major gifts generated by the LSSU Foundation from July 2019 to June 2020. Major gifts are defined as gifts received in excess of \$10K or more, with just under \$2M in revenue generated for 2019-2020. CFRE gift revenue generated just under \$800K for the fiscal year.

Pending major gifts include vendors related to the CFRE project, Laker Hockey Alumnus support for a locker room renovation project, scholarship endowments, and additional CFRE funding.

As mentioned by Mr. Walworth, endowment and portfolio investments have made a strong rebound as of FY end.

Mr. Coates provided the Board with CFRE campaign updates, stating as of early July 2020, \$3.9M has been committed to the CFRE campaign over the 13-year campaign. The CFRE Fundraising Feasibility Study of January 2016 established a campaign goal of \$2.5M - \$3M. The campaign has exceeded that goal by 32% and continues to support the project. There is a pending offer/contract on a gifted property currently owned by LSSU. The fund from the sale of that property will be earmarked for the CFRE project.

Current annual fundraising activities included a Match and Mask mini-campaign challenge that began on June 1, 2020, and will finish on August 10, 2020. Funds from the Match and Mask campaign will be matched up to \$10K, and fund the Bud Mansfield Student Emergency Fund. The Lock It Up for Laker Hockey campaign was established for hockey locker room renovations, with a core of Lake Hockey Alumni and Coaches supporting outreach efforts. To date, \$44K has been raised for the campaign since April 1, 2020.

LSSU Alumni Relations activities will focus on Alumni Association membership, with a focus on rate structure and offerings. The summer/fall edition of Laker Log will be forthcoming, along with additional social media and email updates.

The LSSU Culinary Arts program recently received \$1,700K in gifts, along with program support from various alumni.

The Cooper family recently pledged \$50K over the course of the next five years, in support of men's basketball. Due to this pledge, the Cooper Golf Classic will no longer take place.

Mr. Coates stated his report covers contributions to the Strategic Plan.

XIII. Other Business

Mr. Lukenda moved for Board approval of the recommendation of the Board meeting calendar for 2020-21 as follows:

September 18, 2020
November 13, 2020
January 22, 2021
March 12, 2021
May 7, 2021
July 16, 2021

The motion was supported by Mr. Barch. The motion carried with unanimous voice vote.

XIV. Adjournment

Mr. Barch moved for adjournment at 11:15 a.m.; supported by Ms. Caruso. The motion carried with unanimous voice vote.

Thomas C. Bailey
Chair

Rodney S. Hanley
President

Minutes prepared by Ms. Lauren Pierce Secretary.
A draft of these minutes was completed on August 3, 2020.