

**Lake Superior State University  
Board of Trustees  
Minutes of Meeting  
Walker Cisler Student and Conference Center  
Sault Ste. Marie, Michigan  
July 16, 2021**

The Board of Trustees of Lake Superior State University met in regular session beginning at 8:30 a.m. on Friday, July 16, 2021, 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 16, 2021. 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  
Dr. Mark W. Mercer  
Ms. Sandi Frost Steensma  
Ms. Cynthia Williams  
Dr. Rodney S. Hanley, President and ex-officio

Six Trustees were recorded as present with Trustees Bailey, Mercer, Frost Steensma, and Williams connected via Zoom conference. Mr. Pingatore was confirmed to be connected via Zoom conference three minutes after roll was taken. Present for the University were Ms. Wendy Beach, Director of Human Resources, Safety and Risk; Dr. Michael Beazley, Dean of Student Affairs; Dr. Lynn Gillette, Provost and Vice President for Academic Affairs; Dr. David Paitson, Director of Athletics; Mr. Fred Pierce, Dean of Admissions and Marketing; Mr. Scott Smith, Vice President of Advancement; and Mr. Maurice Walworth, Vice President for Finance and Operations.

**II. Approval of the Agenda for July 16, 2021**

Dr. Mercer moved for Board approval to amend the agenda for July 16, 2021, as follows:

Under X. Academic Affairs Report, remove section 3. Emeritus Faculty.

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

Mr. Pingatore joined via Zoom audio at 8:33 a.m.

**III. Approval of the Minutes for May 7, 2021**

Mr. Caruso moved for Board approval of the minutes for May 7, May 28, and June 24, 2021, as presented; supported by Mr. Barch. The motion carried with unanimous voice vote.

**IV. Approval of the Minutes for May 28, 2021**

Minutes approved in one motion (see above).

**V. Approval of the Minutes for June 24, 2021**

Minutes approved in one motion (see above).

**VI. Addresses to the Board**

LSSU faculty member, Dr. Melissa Shaffer-O'Connell shared concerns regarding faculty and student addresses to the Board.

**VII. Chair's Remarks**

Mr. Bailey praised the work and effort towards the many processes and moving parts that take place at LSSU and thanked the campus community for their various roles.

**VIII. President's Remarks**

Dr. Hanley highlighted mid-summer updates and accomplishments at LSSU, while things are slowly returning to normal on campus after the COVID-19 pandemic.

Dr. Hanley thanked Mr. Walworth for his service at LSSU and wished him the best on his upcoming retirement. Dr. Hanley introduced and welcomed LSSU's

new Vice President for Finance and Operations, Dr. Nafez Alyan. Dr. Alyan brings more than 20 years of financial experience in various leadership roles in academia and government.

Dr. Hanley also thanked Dr. Paitson for his four years of service at LSSU, as he pursues teaching Sports Management at the University of Indianapolis. Starting in August, Dr. David Diles will be joining LSSU as the new Director of Athletics, with over 26 years of work as an NCAA Director of Athletics and comprehensive leadership in institutional, conference, and national governance work in athletics.

LSSU has renewed its long-standing annual tuition agreement with the U.S. Coast Guard Sector Sault Sainte Marie, MI. The collaboration, dating to 2009, encourages active-duty personnel, their spouses, and dependents to pursue higher education at LSSU by lowering the cost of study to do so.

Gov. Gretchen Whitmer recently appointed Assistant Professor of Mathematics, Dr. Ray DeWitt, to the Michigan Board of Dentistry for a four-year term, representing the general public. Dr. Dewitt joined LSSU in 2019 after teaching at Eastern Wyoming College for about eight years.

In June, the University established the Francis Wood First-Generation Scholarship in partnership with Sharla and Sharmay Wood. The \$1,200 scholarship was created in memory of Sharla and Sharmay's father to honor his love for LSSU and his dedication to his children.

The Center for Freshwater Research and Education is partnering with Algoma University and Bay Mills Indian Community in a day of St. Marys River shoreline clean-up in mid-July.

Dr. Hanley reported on a few accomplishments from the University strategic plan, including:

- In the area of operations, the university has confirmed a reduction in electrical costs from \$1.53M to \$1.32M as a result of the JCI energy efficiency upgrades around campus. One of the initiatives in the strategic plan is to reduce overall energy consumption on campus.
- Some accomplishments from the IT department that fit within some initiatives of the university include:
  - Established a security team that meets weekly to identify and improve security measures within the IT infrastructure.
  - Implemented Two Factor Authentication in early July, which provides a greater level of security to the overall IT infrastructure.
  - Updated virtualization hosts to the latest version, greatly improving the security footprint.

- Mitigated against the latest Microsoft vulnerability, known as 'Print Nightmare'.
- Virtualized physical servers.
- Security team attended CIS top 20 Security Controls training organized by Merit and Michigan Department Technology, Management and Budget.
- Secured off-site backup storage.

Dr. Hanley gave special thanks to the IT Department for their efforts in maintaining the campus IT infrastructure and security.

Dr. Hanley stated that the university is beginning to gear up for the new 2021-22 academic year with excitement for the opportunities that it holds.

## **IX. Finance Report**

Mr. Walworth provided the Board with updates on General and Auxiliary funds, as well as other significant financial events for FY21. General Fund (GF) revenues are at about 99.9% of budget. Some small revenue amounts are yet to be recorded, with final revenue expected to be just over 100% of budget. GF expenditures are at about 99% of budget. There are payroll entries and transfers that must be entered, with expected expenditures to be slightly over budget.

In Auxiliary Fund (AF) budgets for FY2, about 94% of the Housing revenue has been collected. Expenditures are at 92% of budget, with several small entries and payroll to be recorded, along with transfers at near expected amounts. Housing is expected to end the year with a small surplus. In Cisler Operations, about 98% of the budgeted revenue has been collected, with expenditures just over budget by 106%. Cisler Operations will end the year with a small surplus. The Athletics budget shows 58% of the budgeted revenue collected. Expenditures are at 92% of budget. Multiple transfers from the Foundation have been scheduled for processing.

In Institutional Cash, the overall balance increased from previous reports, due to HEERF funding used to reimburse LSSU for lost revenue in FY20 and FY21. There are no concerns with the cash report. LSSU has expended all of HEERF I and II funds, and has begun to draw on HEERF III funds.

Mr. Walworth provided an update on the Board approved 2012 Bond Reissuance. Effective August 2021, an estimated savings of about \$1.6M will accrue to LSSU over the next ten years. All transfer and debt service schedules have been updated and the annual savings will be incorporated in future budget proposals.

Mr. Walworth provided the Board with an updates on the development of the GF budgets for FY 22. Since the May Board meeting, no additional information has

been provided from the State regarding FY22 funding. LSSU is still using the same assumptions for its revenue estimates for FY22, including:

- no increase from the State,
- continued COVID-19 impacts on campus,
- continued low international student enrollment,
- an increase in tuition (already approved by the Board),
- increase enrollment from St. Helen and Club Sports,
- an increase of 1% in FTIC retention,
- an increase in new student enrollment, and
- historically modeled retention rates for all continuing students.

LSSU also presented information on revenue sensitivity, details of the revenue model, and an estimated FY22, GF, revenue of \$37.4M.

A recent proposal provides complete MPSERS relief for the seven MPSERS universities. If approved, this would have a large impact for LSSU, with a cost savings of \$2M a year for approximately ten years.

LSSU has begun FY22 budget planning. Final budgets will be submitted to the Board for approval at the next Board meeting.

Mr. Walworth provided an update on activities related to campus-wide facilities. A number of items have been accomplished since the last Board meeting, including:

- Continued working with external partners to provide an electric car charging station on campus.
- Planted over 300 trees on campus in the month of June.
- Continued work with United Way on a community garden located on the southern end of the LSSU campus.
- Completed the installation of an observation beehive on the roof outside the second floor of Crawford Hall and populated it with 8,000 bees.
- Planted 32 cherry trees south of Cisler that will create a habitat for pollinating bees.

Mr. Walworth provided the Board with an update on the CFRE project. The completion date has been moved from late October to early October. Most of the work continues to occur on the inside of the building at this time. Windows are set to be installed in the next week. Preparation for the road has begun, and storm sewer routes are being determined and piping laid. The main water line is complete, along with plumbing and electrical installation completed throughout the building.

Mr. Bailey shared appreciation to Mr. Walworth for all of his work at LSSU and wished him the best in retirement.

**X. Academic Affairs Report**

Dr. Gillette presented to the Board, an action item for approval to confer the appropriate degrees for spring semester 2021.

Dr. Mercer moved for Board approval to confer the appropriate degrees upon the list of candidates for spring semester 2021 as certified by the Registrar as having completed their graduation requirements; supported by Ms. Williams. The motion carried with unanimous voice vote.

Dr. Gillette provided an update on progress and highlights in the area of Academic Affairs, including:

- Following the State of Michigan guidelines, LSSU will offer face-to-face classes in the fall, similar to before the pandemic.
- Due to the work of Dr. Steve Johnson and Mr. Ben Southwell, All Green Transport in Kalkaska has committed \$75K for student research in the Cannabis Chemistry program.
- LSSU received a grant of \$2.18M from the Michigan Department of Health and Human Services for the surveillance of wastewater in the Eastern Upper Peninsula. Key faculty members involved were Mr. Ben Southwell, Dr. Derek Wright, and Dr. Thu Nguyen-Mosey. The grant is for three years.
- Roger Greil, along with multiple student workers stocked out more than 20K Atlantic salmon into the St. Mary's River.
- Drs. Moerke and Molina-Moctezuma were awarded a grant from the Michigan Department of Natural Resources Habitat program in the amount of \$35K to continue expanding the MiWaterNet program, which programs, builds, and installs water sensors on regional streams to provide real-time data.
- Dr. Kevin Kapuscinski and agency collaborators from the US and Canada were awarded approximately \$200K from the Great Lakes and Wildlife Restoration Act for a research project to enhance our understanding of lake sturgeon movements in the St. Mary's River.

Dr. Gillette stated that a Title III grant application was submitted earlier in the week, with efforts from Erica Newland, Marc Boucher, Drs. Essmaker and Beazley, academic Deans. The five-year Title III grant for \$2.5M would focus on retention and student support.

Ms. Frost Steensma moved for Board approval of the recommendations to appoint or reappoint the following individuals to their respective Board of Directors of public school academies for the term listed:

**Grand Traverse:**

Patrick Alpers nominated for an appointment with a term expiring on June 30, 2023.

Dana Holcomb nominated for an appointment with a term expiring on June 30, 2024.

Kelly Junga nominated for an appointment with a term expiring on June 30, 2023.

Katherine McCulley nominated for an appointment with a term expiring on June 30, 2022.

**iCademy:**

William Johnson nominated for an appointment with a term expiring on June 30, 2024.

**Innocademy Allegan Campus:**

Heather Deible nominated for an appointment with a term expiring on June 30, 2024.

**Momentum:**

Carrie Rohrbach nominated for reappointment with a term expiring on June 30, 2024.

**Oakland County:**

Michael Pettigrew nominated for an appointment with a term expiring on June 30, 2024.

**Regent Park Scholars:**

Shannon Murray nominated for an appointment with a term expiring on June 30, 2024.

Erica Henderson nominated for an appointment with a term expiring on June 30, 2024.

**WAY Detroit:**

Laura Chavez nominated for reappointment with a term expiring on June 30, 2024.

**WAY of Flint:**

Kelli Glenn nominated for an appointment with a term expiring on June 30, 2024.

**WSC:**

Kimberly Brown nominated for reappointment with a term expiring on June 30, 2024.

**XI. Admissions and Marketing Report**

Mr. Pierce provided the Board with an update on the progress in the area of Admissions. Since the last Board meeting, the Michigan Department of Health and Human Services lifted COVID protocols in late June. LSSU has found that keeping campus tours capped in the eight to twelve-person range has proved far more effective and has added more daily tour options to accommodate weekly guests as well as some Saturday tours in July and August. As of early July, total applications are trending 16.7% ahead and total admits are 39.5% ahead of the 2020 recruitment cycle. To date, 2970 applications have been received, with 2114 admitted. Most notable in the application data is progress being made with First Time in College (FTIC) applications and admits. FTIC applications are running 18.5% ahead and FTIC admits 42% ahead of the fall 2020 recruitment cycle, with five weeks remaining in the cycle.

Mr. Pierce noted that *The Chronicle of Higher Education* reported in June that the State of Michigan experienced -6.4% decline in postsecondary enrollment during the 2020-21 academic year.

In early June, Margot Zink joined the Enrollment Services team as the Enrollment Services Representative for the St. Helen location. She will provide admissions, recruiting, financial aid, and registrar services beginning in early August.

The admissions team recently built the workflow for the dual enrollment, concurrent enrollment, and Early Middle College application process, and communication to have all processes channel electronically through the Customer Relations Management system and captured for prospect data.

In collaboration with the Charter School Office, launching this fall is the LSSU Charter School Guarantee. High school seniors, who graduate from one of the thirteen-partnered LSSU Charter Schools, will be guaranteed admissions to LSSU and will receive a \$2K scholarship. The partnering academies are currently projected to have around 400 seniors in the upcoming academic year.

Mr. Pierce provided the Board with an update on the progress in the area of Financial Aid. Total Free Application for Federal Student Aid (FAFSA) submissions as of early July, are lagging modestly from last year by -7%. However, First Time in College (FTIC) submissions remains well ahead of last year with a 19% increase. LSSU awarded \$582K in HEERF II emergency aid to 1,417 students in the spring semester. The remaining \$219K HEERF II dollars are designated for the remainder of the summer and upcoming fall semesters. An



additional allocation from HEERF III of \$2.5M is expected to aid enrolled students in the 2021-22 academic year.

In collaboration with the Michigan Association of State Universities (MASU) and in partnership with Campus Logic's, and their ClearCost platform, LSSU will provide a much-enhanced price calculator on the website and ensure federal compliance.

Mr. Pierce provided an update on the progress in the area of Marketing and Communications (MarComm). MarComm has focused on three priorities since the last Board meeting, including:

- Cannabis chemistry and business media coverage.
- Fall branding for the 75<sup>th</sup> Anniversary of LSSU.
- 50<sup>th</sup> Anniversary for the LSSU Nursing program.

Social media coverage and press releases have been ongoing as a form of outreach to campus, alumni, prospective students, and the community.

## **XII. Student Affairs Report**

Dr. Beazley provided the Board with information on institution-wide initiatives underway to achieve strategic retention goals, including:

- Outreach campaigns for academically dismissed and unregistered students.
- National Student Clearing House Data.
- Orientation Revitalization.
- Living/Learning Communities.
- University Housing Reconfiguration and Policy.
- Intensified Communication Plans.
- Title III Grant – enhance student support services.

Dr. Beazley provided the Board with a two-part action item to call on the Student Government (SG) to develop a new Constitution of the Students. The current SG Constitution was ratified in 1997 and has been amended multiple times, with the last amendment approved by SG in 2015. The Constitution contains guidelines under which the Student Activity and Media (SAM) Fee dollars are dispersed. During the past five years, there have been several rewrite attempts by the SG to rewrite the Constitution, but have been unsuccessful. Given the fiduciary responsibility and the new direction with the Strategic Plan, it is recommended to the Board of Trustees to call on the SG to develop a new Constitution of the Students that reflects present needs and guidelines.

Dr. Mercer moved for Board approval to call on the Student Government to convene no later than September 3, 2021, to outline a process to draft a new Constitution of the Students of Lake Superior State University, re-envisioned, and reimagined and aligned with the 2020-2025 LSSU Strategic Plan. The new Constitution should be completed no later than March 1, 2022, for presentation to, and consideration by, the LSSU Board of Trustees at the March 18, 2022 Board of Trustees Meeting; and for Board approval to authorize Student Government to continue administering and disbursing the Student Activity & Media (SAM) Fee in accord with the existing Constitution of the Students, as amended, for the 2021-2022 academic year, or until a new constitution is drafted and approved by the Lake Superior State University Board of Trustees; supported by Ms. Frost Steensma. The motion carried with unanimous voice vote.

Dr. Beazley provided the Board with an update and summary on the University's response to the COVID 19 pandemic. Since the last Board meeting, the University has not had any reported positive cases among the campus community. Vaccine uptake in Chippewa County and the broader state of Michigan prompted the lifting of public health orders in June. The LSSU Health Care Center continues to perform rapid PCR testing for the public, much of which is for individuals crossing the U.S.-Canada border. Students, faculty, and staff are encouraged to get the vaccine but are not required. Classrooms and campus operations are planned to resume with no restrictions or requirements. Brown Hall will remain in operation as an isolation location for students and will include meal services. LSSU will continue to follow CDC and MDHHS guidelines.

Dr. Paitson provided the Board with an update within the department of athletics, including academic performance, student-athlete retention rates, revenue generations, and recruitment initiatives. Student-athlete projections for the fall season are anticipated to reach 180, the highest in five years. Dr. Paitson recognized Cross-Country Track Coach Rob Gallinger for his recruiting efforts. Academically, teams continue to bring a positive upward trend in student-athlete GPA's. Transition into the new CCHA Hockey Conference continues, with the launch of a new website and upcoming inaugural season. Dr. Paitson announced the contract extension for Head Hockey Coach, Damon Whitten, along with extensions for the assistant hockey coaches.

Dr. Paitson thanked the administration for the opportunity to be at LSSU for the past four years.

Mr. Bailey thanked Dr. Paitson for his service and wished him the best.

**XIII. Fundraising Report**

Mr. Smith provided the Board with an update on Major Gifts generated by the LSSU Foundation. Total gift revenues are anticipated to reach close to \$2M at the close of FY21. The CFRE campaign has raised over \$4.2M to date, with \$229K raised in FY21. A difference of \$158K remains to be raised to reach the campaign goal. A corporate gift with a \$250K commitment was secured in support of Cannabis Chemistry, with support going to student research, as well as a 5-year naming of Erie Hall. An individual gift of \$315K was received for the Les Cheneaux Endowment, to see four students from the Les Cheneaux district receive a scholarship to attend LSSU.

Mr. Smith provided the Board with a summary of recent Fundraising and Alumni Relations activities at LSSU. The Bud Mansfield Emergency Fund received 576 gifts, totaling \$64K to assist students in need. The Alumni Relations office is preparing for Great Lake State Weekend in October, and kicking off the 75<sup>th</sup> Anniversary celebration of LSSU, along with the 50<sup>th</sup> Anniversary of the LSSU Nursing program. Planning for the 32<sup>nd</sup> Lake State Golf Classic is also underway to take place in August.

Mr. Smith thanked the LSSU Deans for their fundraising efforts and acknowledged Trustees Bailey, Barch, and Caruso for their extra time and efforts with the Foundation.

**XIV. Human Resources Report**

Ms. Beach provided the Board with an update on Title IX data from fiscal year 2020 to fiscal year 2021. The Title IX office received a total of twenty reports with three of the reports leading to an investigation and ending with violations of the Sex-Gender-Based Discrimination and Sexual Misconduct Policy. Fiscal year 2021 saw an increase in reports from fourteen in 2020, most likely due to the decreased reports in 2020 from the effects of COVID-19.

Ms. Beach recognized Deputy Title IX Coordinator, Kate Bergel, for her efforts towards reviewing the Sexual Assault Awareness and Prevention Campus Climate Survey results, preparing the 2020 Clery Report, and preparing programming and training events for early fall. Additionally, the Title IX office has partnered with IT and will be setting up an enhanced email integration system to increase data security and completion rates for required training modules. The Title IX and Housing Office will be partnering to bring back two large programs in the fall: Let's Taco 'Bout Sex and Safe Party. In-Person training about sexual assault awareness and prevention to all incoming freshman, transfer students, and athletes is set to return this fall.

The Deputy Title IX Coordinator has been working with the Public Safety Department, local law enforcement agencies, and Campus Life to gather crime statistics for campus properties to prepare the annual campus Clery report.

**XV. Other Business**

Ms. Caruso shared a report of the nominating committee (Appendix A) which identifies new Foundation Board representatives, Board officer terms, and the timeline for the officer terms to coincide with the timeline of the Governor's appointment office, via amending the LSSU Board of Trustee By-laws.

Dr. Mercer moved for Board approval to amend Article III Section 3.01 of the Lake Superior State University By-laws, to elect Board officers for one-year terms at the first regular meeting of the calendar year in January, instead of the start of the fiscal year in July; supported by Mr. Barch. The motion carried with unanimous voice vote.

Ms. Frost Steensma moved for Board approval to elect:

Mr. Thomas Bailey – Chair  
Mr. Timothy Lukenda – First Vice Chair  
Ms. Cynthia Williams – Second Vice Chair  
Dr. Nafez Alyan – Treasurer  
Ms. Lauren Pierce – Secretary

The motion was supported by Dr. Mercer. The motion carried with unanimous voice vote.

Dr. Mercer moved for Board approval of the recommendation for the regular Board meeting calendar for 2021-2022 as follows:

- September 24, 2021
- November 19, 2021
- January 21, 2022
- March 18, 2022
- May 13, 2022
- July 15, 2022

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

**XVI. Adjournment**

Dr. Mercer moved for adjournment at 10:04 a.m.; supported by Ms. Frost Steensma. The motion carried with unanimous voice vote.

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Thomas C. Bailey  
Chair

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Rodney S. Hanley  
President

Minutes prepared by Ms. Lauren Pierce Secretary.  
A draft of these minutes was completed on July 30, 2021.

Appendix A

Minutes of the the Nominating Committee Meeting  
held Wednesday, June 9, 2021

Attendees: Patricia Caruso  
Cynthia Williams  
Tim Lukenda, Chair

Agenda:

1. Review mandate of committee
2. Discussion regarding terms of existing Board members and Board officer positions to be filled.
3. Discussion regarding Chairperson term of office.
4. Discuss Foundation Board representatives.

Resolved:

1. That the Committee recommend to the Board of Trustees that the position of Chair be considered as a two year position either as a result of a change in the Bylaws or, in the alternative, to be adopted as a convention by the Board to be considered on the completion of year one of the Chairperson's term.
2. That the start date of the term of the officers be changed hereafter to January 1st to coincide with the beginning of the term for new Board members.
3. That Tom Bailey be requested to continue as chair of the Board through the end of the calendar year 2021.
4. That Tim Lukenda continue as First vice chair through the end of 2021 and be nominated for the position of chair beginning January 1, 2022.
5. That Cynthia Williams be nominated as second Vice chair through the end of 2021 and be nominated for the position of 1st Vice chair beginning January 1, 2022.
6. That Patricia Caruso be nominated for the position of 2nd Vice Chair on January 1, 2022.
7. That Lauren Pierce continue as Secretary of the Board and that Dr. Nafez Allan be nominated as Treasurer.
8. That Dick Barch and Randy Pingatore be recommended as the Board representative on the LSSU Foundation Board for the next annual period.

Meeting adjourned at 2:45pm.