

**Lake Superior State University
Board of Trustees
Minutes of Meeting
Kenneth J. Shouldice Library
Sault Ste. Marie, Michigan
November 17, 2023**

The Board of Trustees of Lake Superior State University met in regular session beginning at 8:30 a.m. on Friday, November 17, 2023, in the Kenneth J. Shouldice Library, 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 November 17, 2023. 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. Timothy Lukenda, Chair, called the meeting to order at 8:30 a.m. He asked Ms. Lauren Pierce, Secretary, to call the roll. The following members responded, “present”:

Ms. Patricia Caruso
Ms. Sheri Davie
Mr. Jon P. DeRoo
Mr. Timothy L. Lukenda
Mr. Randy Pingatore
Ms. Cynthia Williams
Dr. Lynn G. Gillette, Interim President and Ex-officio

Six Trustees were recorded as present, with Trustee Pingatore joining via Zoom. Trustees Thomas Bailey and Richard Barch were recorded as absent. Present for the University were Dr. Michael Beazley, Dean of Student Affairs; Ms. Kate Bergel, Director of Human Resources, Safety and Risk; Mr. Tory Lindley, Director of Athletics; Dr. Kimberly Muller, Interim Provost and Vice President for Academic Affairs; Mr. Fred Pierce, Dean of Admissions and Marketing; Mr. Scott Smith, Vice President of Advancement; Ms. Mackenzie Stockwell, President of Student Government; and Mr. Morrie Walworth, Interim Vice President for Finance and Operations.

II. Approval of the Agenda for November 17, 2023

Ms. Williams moved for Board approval of the agenda for November 17, 2023, as presented, supported by Mr. Pingatore. The motion carried with unanimous voice vote.

III. Approval of the Minutes for September 15, 2023

Mr. Pingatore moved for Board approval of the minutes for September 15, 2023, as presented, supported by Ms. Williams. The motion carried with unanimous voice vote.

IV. Addresses to the Board

Dr. Joseph Moening, President of the Faculty Association (FA) provided the Board with an update from a special faculty meeting held earlier in the week and presented a letter of support for the recent votes of no-confidence and resolutions passed by the Student Government Association (SGA) and the Cannabis Studies Club.

VP of SGA and President of the Cannabis Studies Club, Jackson Rund summarized club member experiences that led to the development of three votes of no confidence.

Student Mia Morgan provided concerns and challenges as they related to the development of the College of Great Lakes Ecology and Education.

Natalie Maus, pro-tempore chairperson of the University Presidents Council presented a letter of support on behalf of the council, in support of the proposed Cannabis Studies Club resolutions brought to the SGA.

George Lerma, Owner of Michigan Toxicology Institute provided support and concern for the Cannabis programs and students at LSSU.

Student, Bobbie, provided concerns related to the College of Great Lakes Ecology and Education.

Student, Gavin, provided concerns related to shuttle services on campus.

LSSU Parent, Chad Morgan, provided support for students regarding the implementation and communication related to the College of Great Lakes Ecology and Education.

Student, Gabriel Meinderstma, Chief Justice of LSSU Judicial Board, expressed support for the students who addressed the Board, and shared concern for the holding tanks at Barch CFRE.

V. Chair's Remarks

Mr. Lukenda stated that LSSU has been through a lot and some concerns need to be addressed. The Board of Trustees is committed to working with faculty, staff, and students, in taking steps to address issues and pursue opportunities. LSSU values and supports all of its academic programs and makes decisions that are best for the entire University.

Mr. Lukenda addressed the fire that took place in CASET, thanking everyone for managing the disruption caused by the fire. Mr. Lukenda acknowledged the two

recent visits from HLC, one for the approval of the MBA program, and the second for the Focus Visit. Mr. Lukenda acknowledged Great Lake State Weekend and all of the great events and thanked those who were involved.

VI. President's Remarks

Dr. Gillette thanked those who shared comments and input. Dr. Gillette thanked the SGA for the opportunity to speak with them at their last meeting.

Dr. Gillette shared recent events and activities since the last Board meeting, including:

- The fire that took place in the CASET building on September 27, 2023, was located in the Robotics Annex of CASET. The fire was caused by a lithium battery in a mobile robot, which malfunctioned and ultimately blew up. No one was in the room at the time and there were no injuries. Dr. Gillette thanked Kate Bergel, Morrie Walworth, and Kimberly Muller for managing the incident.
- Dr. Gillette thanked Scott Smith and his team, along with many other campus groups, for putting together a successful Great Lake State Weekend. Highlights included the recognition of five accomplished alumni:
 - Doug Weight – Outstanding Alumnus Award
 - Dr. Anita Saluja – Ken Shouldice Achievement Award
 - Dr. Ashley O'Dwyer – Paul Ripley Alumnus Award
 - Mark Vermette – Hall of Fame Inductee
 - Kelly Gerritsen-Michano – Hall of Fame Inductee
- Dr. Gillette welcomed Tory Lindley, LSSU's new Athletic Director who started on November 1.
- Dr. Gillette acknowledged an action item for approval of a B.S. in Cybersecurity and thanked the faculty involved in the development of that degree.
- Dr. Gillette congratulated Dr. Ashley Moerke and her team for receiving a \$3.8M (CAN) grant related to oil spills and fresh water and ice.
- Since the last Board meeting, Dr. Gillette attended performances at the Arts Center, and volleyball games, and hosted key groups in the President's Loft for hockey games.
- On December 4, LSSU will host the City Commission meeting on campus, with Dr. Gillette and Tory Lindley scheduled to provide University updates.

VII. Finance Report

Mr. Walworth provided the Board with a review of FY24 operational dashboards and FY24 fund balances. Presented tables show the General Fund (GF) summary, housing fund summary, Cisler operations summary, athletics summary, and an update on institutional cash. Mr. Walworth provided a six-year history and current year-to-date fund values for the GF, designated funds, external funds, auxiliary funds, loan funds, LSSU endowment, reserve funds, agency funds, plant

funds, and overall operational fund summary. GF revenues are at 43% of budget and expenditures are at 35% of budget.

Housing, Cisler Operations, and Athletics do not have an approved budget. Data is compared to the FY23 budget. Housing revenues are at 52% of the FY23 budget. Cisler operations show revenue of 39% of the FY23 budget. Expenditures are at \$1.5M with revenue at \$1M. Athletics revenues are at 24% of the FY23 budget. Expenditures are at 39% of the FY23 budget, higher than this time last year.

Mr. Walworth provided the Board with a final report for FY23 budgets and financial performance. The GF ended FY23 with an annual deficit of \$216K and a fund balance deficit of \$187K. Housing ended the year with a surplus of \$164K. Cisler operations experienced a loss of \$241K in FY23, with the majority of the cost in contracted services with Sodexo. Athletics ended FY23 with a deficit of \$700K. The overall operational fund summary shows a \$2M loss in operational funds in FY23.

Mr. Walworth presented to the Board for approval of a proposed FY24 budget for the General Fund. LSSU administration completed a review of GF budgets. Unfortunately, LSSU was unable to reduce the annual deficit to a value of \$500K, without significantly impacting operations in several key areas. The proposed budget does reflect a loss of \$933,500 for FY24.

Ms. Williams moved for Board approval of the proposed FY24 General Fund budget as presented in Appendix A; supported by Ms. Caruso. The Chair requested a roll call vote. The results of the roll call vote were:

Ms. Patricia Caruso	“Yes”
Ms. Sheri Davie	“Yes”
Mr. Jon P. DeRoo	“Yes”
Mr. Randy Pingatore	Abstain
Ms. Cynthia Williams	“Yes”
Mr. Timothy L. Lukenda	“Yes”

The motion carried with five affirmative votes.

Mr. Walworth presented to the Board for approval of FY24 Auxiliary budget development plans. Auxiliary Fund budgets include Housing, Student Affairs, Cisler Operations, Health Care Services, Athletics, and associated areas. LSSU plans to meet with Sodexo to discuss the current contract. The Auxiliary Fund budget will start FY24 with a deficit except for Superior Sports.

Ms. Williams moved for Board approval of the FY24 Auxiliary budgets as presented; supported by Ms. Caruso. The Chair requested a roll call vote. The results of the roll call vote were:

Ms. Patricia Caruso	“Yes”
Ms. Sheri Davie	“Yes”
Mr. Jon P. DeRoo	“Yes”
Mr. Randy Pingatore	Abstain

Ms. Cynthia Williams “Yes”
Mr. Timothy L. Lukenda “Yes”

The motion carried with five affirmative votes.

Mr. Walworth provided the Board with an update on activities related to campus-wide facilities, including several housing improvements and IT upgrades. Facilities staff are focused on preparing for the winter season with new snow removal plans and more markers for less damage caused by plowing. IT launched the new my.lssu app in late October, with hundreds of downloads in the first two days.

VIII. Academic Affairs Report

Dr. Muller acknowledged the concerns mentioned during public comment and shared support for the Cannabis programs. Dr. Muller encouraged the Student Government Association to appoint student representatives for the various committees on campus.

Dr. Muller presented to the Board, for approval of the Bachelor of Science in Cybersecurity. The degree combines the required knowledge and skills in the fields of Criminal Justice and Computer Science. The Cybersecurity degree will meet demand for growing careers in cybersecurity, with a projected growth rate of 35% in the next ten years. LSSU will seek accreditation after the program has been in place for the required three years.

Ms. Caruso moved for Board approval of the Bachelor of Science in Cybersecurity; supported by Ms. Williams. The motion carried with unanimous voice vote.

Dr. Muller presented to the Board an action item to approve sabbatical leave for Dr. Derek Wright and Dr. Britt Ranson Olson for the 2024-2025 academic year. Dr. Muller stated that the sabbatical approval process is prescribed in the contract between the faculty union and LSSU. The Sabbatical Leave Committee considers the applications and makes recommendations to the Provost. Dr. Muller shared with the Board, the sabbatical abstracts for both faculty members.

Mr. DeRoo moved for Board approval of two semesters of sabbatical leave for Dr. Derek Wright and one semester of sabbatical leave for Dr. Britt Ranson Olson for the 2024-2025 academic year; supported by Ms. Williams. The motion carried with unanimous voice vote.

Dr. Muller provided the Board with an update on the Marketing Department. Dr. Muller welcomed Sheridan Worth, Director of Marketing, and Shelby Mackie, Digital Content Specialist. The Marketing Department has several initiatives moving forward including, a campus-wide calendar, improved social media posts, increased website improvements, and maintenance, and a request for proposal has been released for a redesign of the campus website.

Dr. Muller provided some highlights and major initiatives from the area of Academic Affairs:

- Professor Jim Devaprasad presented in early October, in Detroit, MI at the International Conference on Intelligent Robots and Systems (IROS).
- Angeline Bouley, author of *The Firekeepers Daughter* and *Warrior Girl Unearthed*, talked about her books in late October at the LSSU Library.
- Dr. H. Russell Searight recently published four articles with colleagues and LSSU alums in peer-reviewed journals on topics related to mental health services, health disparities, and ethical challenges.
- Dr. Muller acknowledged the faculty that were involved in academic events during Great Lake State Weekend.
- Recent major initiatives in Academic Affairs include the Prison Education Program, Masters of Business Administrations, HLC Focus Visit, Reorganization, College of Great Lakes Ecology and Education, Excellence in Advising Award, Capital Outlay, and Healthcare Consortium.

Mr. Chris Oshelski, Director of Charter Schools, provided the Board with an update on dashboard items, Charter Schools updates, reauthorization, authorization, and Board member appointments and reappointments.

Ms. Caruso moved for Board approval of the reauthorization of the Innocademy Allegan Campus charter contract effective July 1, 2024, thru June 30, 2029; supported by Ms. Williams. The motion carried with unanimous voice vote.

Ms. Caruso moved for Board approval of the authorization of the Ascend Academy charter contract effective July 1, 2024 thru June 30, 2029; supported by Ms. Williams. The motion carried with unanimous voice vote.

Ms. Caruso moved for Board approval of the appointment or reappointment of the presented nominees to their respective Board of Directors for the terms listed; supported by Ms. Williams.

Charlton Heston Academy:

Hollie Morse nominated for an appointment with a term expiring on June 30, 2026.

American International:

Carmen Rome nominated for an appointment with a term expiring on June 30, 2026.

The motion carried with unanimous voice vote.

IX. Enrollment Management Report

Mr. Pierce provided the Board with an update on the progress associated with enrollment management, highlighting applied, admitted, and new student enrolled dashboards. Indicators point to a spring term that will result in more normalized enrollment patterns than were experienced last year.

Mr. Pierce provided the Board with an update on the progress in pre-college engagement. A persistent presence in partner schools as well as dedicated efforts

to bring local students onto campus has led to the highest fall pre-college enrollment in the last five years.

Mr. Pierce provided the Board with an update on developments with the Free Application for Federal Student Aid (FAFSA) as well as the Michigan Achievement Scholarship (MAS). Historically, the FAFSA was available beginning October 1 of each year. However, because of significant changes to the application and rebuild of the FAFSA processing system, the 2024-25 FAFSA will not be available until sometime in December 2023. Packaging will be delayed. Treasury staff has indicated that no new MAS awards can be made for fall 24 until language in the annual appropriations act requiring an EFC of \$25K or less as the indicator for the MAS is replaced with the Student Aid Index (SAI).

X. Student Affairs Report

Dr. Beazley provided the Board with updates in the division of Student Affairs. The recent retention data shows 69.1% for the cohort that began in fall 2022 and returned to LSSU in fall 2023. LSSU Pell Grant recipient data shows LSSU has between 30%-35% of its graduating class as Pell Grant recipients. LSSU will continue to track and highlight the success, retention, and persistence of students who are Pell Grant recipients. Student Affairs is planning activities for Snow Fest 2024, including hall wars, snow sculpture competition, igloo building, Snowcoming dance, and other activities and events. In February, the Norris Center will be hosting the Katie Robinson Memorial Showcase.

Trustee Pingatore signed off Zoom at 11:10 a.m.

Dr. Beazley provided the Board with an update on initiatives to increase residence hall occupancy by students, faculty, staff, or the public. Initiatives include revitalizing the campus Greek community, exploring the use of University housing for Air B&B/VRBO accommodations, Lease units to local healthcare providers, incoming LSSU employees, alumni, and community members.

Student Government (SG) President, Mackenzie Stockwell provided the Board with updates from Student Government. The SG has a full Board and is planning to utilize social media for better communication. The SG has been busy with new initiatives including a trunk or treat event, art competition, outreach within the community, and stocking labs in Crawford. The SG supported the concerns of the Cannabis Club and passed three votes of no confidence.

XI. Athletics Report

Mr. Lindley provided the Board with current athletic records for teams in season and a summary of the vision and objectives for the Athletic Department. Some objectives include a department evaluation, collaboration, values, communication, meetings, and various strategies.

Mr. Lindley provided the Board with information on the submission of the Equity in Disclosures Act (EADA) Report, submitted to the Office of Postsecondary Education. In addition, the Academic Progress Report (APR) was submitted to the NCAA on November 1 for Division I Men's Ice Hockey.

Mr. Lindley provided the Board with information on FloSports streaming updates for all CCHA and GLIAC content.

XII. Fundraising Report

Mr. Smith presented, to the Board, a dashboard on year-to-date fundraising compared to the last five years. To date, just over \$500K towards the \$3M goal has been raised.

Mr. Smith provided an update on major gift activity, including \$25K from the Michigan Charter Boat Association, for the MCBA Fisheries Scholarship, Matthew and Lisa Ritter made a gift of \$25K to establish their named Geology Research Endowment. Soo Co-Op Credit Union pledged \$30K for naming the Soo Co-Op Credit Union Career Services Resource Center.

Mr. Smith acknowledged the success of Great Lake State Weekend, thanked all who participated, congratulated all of the Alumni and Hall of Fame Award recipients, and praised the sold-out award reception.

Mr. Smith provided a summary of upcoming annual fundraising and alumni relations activities.

XIII. Human Resources Report

Ms. Bergel provided the Board with an update on the university's response to the fire that occurred in the Robotics Annex of CASET on September 27. Ms. Bergel acknowledged the First Responders. No injuries were sustained as a result of the fire, however, significant damage occurred in the Robotics Annex, and smoke damage throughout the CASET building. The fire started due to a lithium battery in a mobile robot that malfunctioned, sparked, and ultimately became engulfed in flames. The main areas of the CASET building reopened on November 6. Two labs remain closed while work continues to bring those labs to pre-fire conditions.

Ms. Bergel provided the Board with information on staffing numbers at LSSU over the last ten years. Over the last ten years, a downward trend can be seen in the overall staffing numbers at LSSU. In total, there has been a 22.49% decrease in faculty and staff populations.

Ms. Bergel provided the Board with an update on cases reported to the Title IX Office from September 3, 2023, to October 25, 2023, as required by the State of Michigan. Since the last Board meeting, the Title IX Office received seven reports of alleged prohibited conduct. Six reports are closed and one is currently open.

Ms. Bergel provided the Board with updates from the Offices of Human Resources, Safety & Risk, Public Safety, and Title IX. LSSU submitted the Annual Fire & Security Report in early October as required by the Department of Education. The Title IX Office submitted the Gender Discrimination and Prohibited Conduct Annual Report to the State of Michigan.

XIV. Other Business

Mr. Lukenda announced Trustees Barch, Davie, and DeRoo as members of the Nominating Committee, and to report board officers nominations at the next regular Board meeting in February 2024.

Mr. Lukenda acknowledged Trustees Bailey and Pingatore for their eight years serving on the Board and stated the Governor's office would be appointing two new Board members.

XV. Adjournment

Ms. Williams moved for adjournment at 11: 53 a.m.; supported by Ms. Caruso. The motion carried with unanimous voice vote.

Timothy L. Lukenda
Chair

Lynn G. Gillette
Interim President

Minutes prepared by Ms. Lauren Pierce, Secretary.

Appendix A

Proposed General Fund Budget			
	Budget FY24	Actual FY24	
Revenue			
Tuition and Fees	19,178,802	10,129,331	52.8%
State Appropriations	15,190,300	5,063,433	33.3%
State ITEM Funding	761,637		0.0%
Gifts-Other	211,828	70,098	33.1%
Interest Income	120,000		0.0%
Department Activity	778,190	348,641	44.8%
Norris Center Revenue	146,041	20,190	13.8%
Arts Center Revenue	14,000	1,143	8.2%
Other Income	78,350	16,585	21.2%
Indirect Cost Recovery	150,000	43,612	29.1%
Total Revenue	36,629,148	15,693,034	42.8%
Expenditures			
Permanent Salaries	12,296,650	4,137,770	33.6%
Adjunct/Overload	838,973	104,717	12.5%
Summer/Winter Salaries	360,507	138,084	38.3%
Special Assignments	198,000	76,123	38.4%
Student Wages	646,974	178,116	27.5%
Overtime/Temp	340,000	113,827	33.5%
Fringe Benefits	6,627,762	2,336,336	35.3%
Scholarships	5,135,352	2,832,441	55.2%
University Waivers	114,000		0.0%
Debt Service	1,908,851		0.0%
Transfers	1,530,000	117,250	7.7%
Utilities	1,933,690	764,540	39.5%
Supplies & Services	5,631,882	2,118,099	37.6%
Total Expenditures	37,562,640	12,917,304	34.4%
Net Income/(Loss)	(933,492)	2,775,729	