



Human Resources Report May 16, 2025

Agenda Item #1: Title IX Quarterly Report

☒ Information

☐ Action

☐ Discussion

Purpose:

The State of Michigan requires the Title IX Office to report quarterly to the Board of Trustees and the President. The purpose of this report is to share 2024-2025 4th quarter Title IX information with the Board of Trustees and the President.

Background:

Per the State of Michigan requirements, this report covers all reports made to the Title IX Office from February 11, 2024 through April 23, 2025.

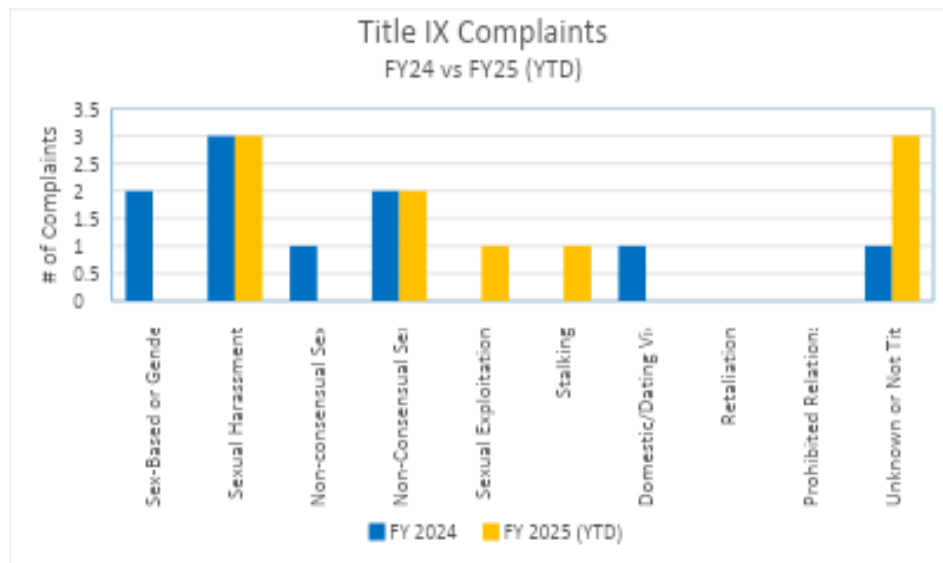
Since the last board report, the Title IX Office has received three (3) reports of alleged prohibited conduct.

- One (1) reports received were closed with no formal complaint entered and the Title IX Office informed reporting parties of on and off campus resources.
- Two (2) cases are open currently and are under assessment or investigation.
- Zero (0) of the reports indicated an LSSU employee as the Respondent.

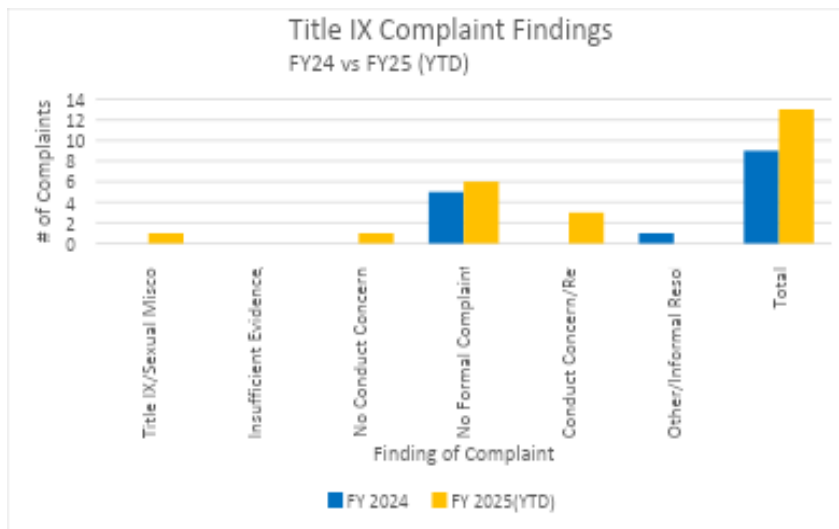
Information regarding the reports is listed in the tables below.

Case Number	Reporting Year	Date of Report	Date of Incident	Case Status	Complainant Status	Respondant Status	Prohibited Conduct	Finding	Notes
2709	2024-2025	3/27/2025	3/27/2025	Closed	Student	Student	Domestic/Dating Violence	No Formal Complaint Entered	
2711	2024-2025	3/27/2025	3/27/2025	Open	Student	Student	Sexual Harassment	Title IX/Sexual Misconduct Violation	Currently under investigation
2739	2025-2025	4/11/2025	Feb-25	Open	Student	Student	Non-Consensual Sexual Contact	No Formal Complaint Entered	Complainant has not decided on if they want to move forward with a formal complaint.

The “Title IX Complaints” chart shows the number of types of Title IX complaints received during FY24 compared to FY25.



The “Title IX Complaint Findings” chart shows the overall findings of Title IX cases adjudicated during FY24 compared to FY25.



Suggested Action/Motion:

N/A

President’s Recommendation:

N/A



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Agenda Item #2: Amendment to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)

☒ Information

☐ Action

☐ Discussion

Summary:

The Stop Campus Hazing Act, was signed into law in December 2024. It is the first federal legislation in the United States to address campus hazing. The purpose of the act is to mandate institutions of higher education receiving federal student aid to implement measures to prevent hazing, increase transparency, and educate students about its dangers.

- Colleges and universities must include hazing incidents in their Annual Security Reports (Clery Reports).
- Institutions are required to maintain a publicly accessible report detailing hazing policies and listing student organizations found in violation of these policies. This report must include the organization's name, a description of the violation, findings of responsibility, and any sanctions imposed.
- The law mandates that colleges and universities develop and distribute comprehensive hazing prevention programs. These programs must include information on hazing awareness and prevention, as well as the institution's current policies on hazing.
- Hazing awareness training is available through our Vector Solutions platform and will be a mandatory annual training for students and staff starting in Fall 2025.

Suggested Action/Motion:

N/A

President's Recommendation:

N/A



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Agenda Item #3: Safety and Risk Updates

☒ Information

☐ Action

☐ Discussion

Summary:

The Safety and Risk team continues to advance key initiatives that support campus operations and preparedness. Current efforts include annual insurance renewals, coordinated event safety planning, and a comprehensive review of on-campus parking systems.

Annual Insurance Renewals

Safety and Risk is working diligently to renew the annual insurances for the university. These include property, liability, E&O, and cyber. LSSU continues to coordinate liability through the higher education consortium, MUSIC (Michigan Universities Self-Insurance Corporation). This will be completed by the end of May with new insurance policies effective July 1, 2025.

Commencement

A joint safety walkthrough of the Norris Center was conducted with the Sault Ste. Marie City Police and the Sault Ste. Marie City Fire Department on May 1, 2025. During Commencement, the university Public Safety Department team worked alongside police and auxiliary officers to manage traffic, parking, and crowd control. Soo Fire and EMS were on-site to respond to any medical emergencies. No events or incidents required intervention.

On Campus Parking

A comprehensive review of on-campus parking is in progress. We anticipate the results of the review will include a new parking pass category for vendor employees. Additionally, we are looking at how all parking passes are issued and tracked. We anticipate completing this project over the summer.

Suggested Action/Motion:

N/A

President's Recommendation:

N/A



Human Resources Report May 16, 2025

Agenda Item #4: Human Resources Updates

☒ Information

☐ Action

☐ Discussion

Summary:

The Human Resources team is addressing several important initiatives. With a fully staffed office, we are preparing for contract talks with the ESP, assessing how we manage vacancies, job postings, and the job applicant experience, and are actively modernizing how employees access and manage their benefits. We are reviewing our medical, retirement, and supplemental plans to offer more choice and keep long-term costs in check. We are also addressing an ORS pension audit, an internal I-9 review, and an assessment of Michigan's new sick leave law.

HR Department Staffing

Following two resignations earlier this year, the HR department is staffed having recently on boarded an Associate Vice President of Human Resources and Chief Human Resources Officer as well as an HR Generalist/Benefits Administrator.

ESP Collective Bargaining Agreement

The ESP contract expires this year. The university and the union plan to meet this spring and summer to discuss the terms and conditions of a renewed contract.

Applicant Tracking System and Hiring Process Updates

The Human Resources team continues to focus on improving and modernizing our recruitment and hiring practices to better support institutional needs and enhance the candidate experience. We are currently doing a comprehensive review of our applicant tracking system and associated workflows. These evaluations aim to create greater efficiencies, align with best practices, and ensure consistency across the university. We will know by this summer if the current platform will meet our needs or if a replacement platform is needed.

Employee Benefit Enrollment, Online

We are currently implementing an online web-based platform, Employee Navigator, to manage employee benefits enrollments and updates. This platform will allow us to streamline employee access to benefits information. We anticipate enrolling new hires this summer and using the platform for our Fall Open Enrollment (moving off of paper based enrollments).

Pension audits

The State of Michigan shared the following notice with us. This appears to be a routine audit that the State conducts with various institutions on a regular basis.

“Within the next week, your reporting unit will receive a letter from the Office of the Auditor General (OAG) on ORS letterhead, notifying you of your selection for an upcoming audit, known as a confirmation audit, authorized by the Office of Retirement Services. The audit will cover data reported between Oct. 1, 2023, and Sept. 30, 2024.

The purpose of the confirmation audit is to assist the OAG to audit ORS’s GASB 68 and 75 reports. Until all selected reporting units respond, the OAG cannot complete the audit of the GASB report, which your reporting unit relies on to complete its annual financial report. Thank you for your cooperation with this process and your prompt submission of the requested information.”

Update on Michigan Earned Sick Time Act (ESTA)

Recent legislative changes in Michigan are prompting a statewide transition to mandated paid sick leave. Under the amended Michigan Earned Sick Time Act (ESTA), effective February 21, 2025, employers with more than 10 employees must provide up to 72 hours of paid sick leave annually, accrued at a rate of 1 hour for every 30 hours worked. In general, the university sick time benefits exceed the State requirements, with the possible exception of part-time, temporary, and student employees. We are currently assessing the impact on LSSU and the action steps we need to take.

Medical and Prescription Plan Review

We are actively reviewing several benefit plans. Working with Acrisure, our benefits broker, we are doing a comprehensive review of our medical and prescription plans. Our goals are to control costs and offer choices to employees. For example, for many years we have offered one plan choice. Currently we are exploring choices that might include plans at different cost levels, as well as the possibility of a HSA. We anticipate we will remain fully insured on the medical plan side. For prescriptions, which are self-funded, we are looking at options to help us control the spend on high cost drugs, such as GLP1s, while retaining them as an option for employees.

Retirement Plan Review

We are working with TIAA, our retirement plan record keeper, to complete a comprehensive review of our plan documents. The goal is to make sure the plan documents match our current practice, and to assess opportunities for plan changes.

Supplemental Benefit Offerings

We are looking at several optional benefit offerings. Supplemental plans are those employees can purchase on their own such as additional life insurance, accident coverage, or other specialty options. We anticipate having specific options to consider within the next two months. Adding supplemental options for employees give employees the opportunity to choose coverages that best meet their needs.

Benefit Plan Reviews, Overview

In general, we are looking at aspects of employee benefit plan offerings to identify opportunities to move away from a one size fits all approach and to offer employees options they can choose based on their needs. In addition to plan opportunities for the coming 2026 plan year, we are looking three to five years into the future to anticipate ways to adjust to longer-term needs and changes in the market.

I9 Internal Audit

With the current scrutiny on immigration and employment eligibility, we are doing a comprehensive I9 internal audit. Given I9s are completed using paper; the audit will be time consuming. For example, the allowed protocols changed during the 2020 - 2023 time periods to accommodate remote work during the Covid years, and as a result of learning and experience from that time period. Updated standards were effective in August of 2023. Our goal is to make sure we are compliant with current standards, that any process gaps are identified and closed, and that changes in the federal requirements are accurately reflected in how we verify and track employment eligibility. This will be an ongoing process for the next few months.

Suggested Action/Motion:

N/A

President's Recommendation:

N/A