



## Human Resources Report May 15, 2026

### Agenda Item #1: Title IX Quarterly Report

Information

Action

Discussion

### Summary:

A regular Title IX report is shared with the Board of Trustees. There are no open reports, and none involve an LSSU employee.

### 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 2026-2027 1st 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 2, 2026, to May 4, 2026.

Since the last board report, the Title IX Office has received zero (0) reports of alleged prohibited conduct.

- Zero (0) reports received.
- Zero (0) cases are open currently and are under assessment or investigation.
- Zero (0) of the reports indicated an LSSU employee as the Respondent.

### Suggested Action/Motion:

N/A

### President's Recommendation:

N/A



## Human Resources Report May 15, 2026

### Agenda Item #2: Public Safety Update

Information

Action

Discussion

#### Summary:

On May 2, Public Safety collaborated with the Sault Ste. Marie Police Department and Fire Department during the 2026 Commencement Ceremony.

Public Safety is preparing for its annual Fall 2026 student staff training. This training will include CPR certification, Stop the Bleed, Narcan administration, fire extinguisher training, and other critical safety protocols to ensure staff are prepared to serve as effective first responders on campus.

In addition, Public Safety staff are beginning OSHA 30 and HAZWOPER training to further strengthen campus safety practices and improve emergency preparedness.

Public Safety and Risk Management will conduct a thorough campus-wide safety audit to identify opportunities for improvement and reinforce a safe environment for students, faculty, staff, and visitors.

Public Safety and Risk Management have been working closely with Johnson Controls to expand centralized building monitoring across additional campus facilities. This ensures that when a fire alarm is activated, both the local Fire Department and Public Safety are automatically notified, enabling faster response times and more efficient monitoring via a mobile application platform.

#### Suggested Action/Motion:

N/A

#### President's Recommendation:

N/A

## Human Resources Report

May 15, 2026

### Agenda Item #3: Safety and Risk Updates

Information

Action

Discussion

#### Summary:

Annual policy renewal applications have been started for policies expiring July 1, 2026.

#### Insurance Renewals:

Insurance policy renewal applications have been initiated for policies expiring July 1, 2026, which include:

- General Liability
- Educators Legal Liability
- Auto Liability
- Medical Malpractice
- Storage Tank Liability
- Cyber Liability
- Property Coverage
- Media Liability
- Crime Coverage
- Pollution Liability
- Vessel Hull Coverage
- Cannabis Equipment Coverage

LSSU has changed its broker relationship, moving from Gallagher to Cottingham and Butler for Cyber and Property coverage.

Preliminary planning for a campus safety audit on or before August 15, 2026. We will complete a gap review and get assistance with setting up safety committee(s), and update our Emergency Management and business continuity plan documents.

#### Suggested Action/Motion:

N/A

#### President's Recommendation:

N/A



**Human Resources Report**  
May 15, 2026

**Agenda Item #4: Human Resources Updates**

Information

Action

Discussion

**Summary:**

The HR office has welcomed two (2) new staff members. Anita Ficke, Payroll Coordinator, and Alexandria Loughran, HR Generalist. Anita started on April 6, and Alexandria will start on May 26.

We are currently conducting a thorough Payroll/HR process review to ensure optimal use of our ERP (Banner), automation, and other integrated systems/tools. The payroll review so far has identified a need for updated pay codes, time-entry updates, workflow documentation, account reconciliation, and data-quality improvements. In addition to reviewing the system, we are also making changes and updates on a go-forward basis.

**Suggested Action/Motion:**

N/A

**President's Recommendation:**

N/A