

**Lake Superior State University
Board of Trustees
Minutes of Meeting
Kenneth J. Shouldice Library
Sault Ste. Marie, Michigan
February 16, 2024**

The Board of Trustees of Lake Superior State University met in regular session beginning at 8:30 a.m. on Friday, February 16, 2024, 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 February 16, 2024. 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
Ms. Cynthia Williams
Dr. Lynn G. Gillette, Interim President and Ex-officio

Five Trustees were recorded as present, with Trustee Richard Barch 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 February 16, 2024

Ms. Caruso moved for Board approval to amend the agenda for February 16, 2024, moving Section X. Academic Affairs, item 3. Promotion and/or Tenure Recommendations, to after VI. President’s remarks; and to add item 8. Posthumous Degree for approval, under Section X. Academic Affairs, supported by Ms. Williams. The motion carried with unanimous voice vote.

III. Approval of the Minutes for November 17, 2023

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

IV. Addresses to the Board

Dr. Joseph Moening, President of the Faculty Association (FA) congratulated colleagues who were up for recommendation of promotion and tenure. Dr. Moening thanked fellow members of the Presidential Search Committee and shared appreciation for the opportunity to engage with more members of the campus and surrounding community.

V. Chair's Remarks

Mr. Lukenda stated that the meeting would include some follow-up and updates from comments made at the previous Board meeting. Mr. Lukenda stated that the Presidential Search process was nearing a final selection. Recent activity included candidate meetings with members of the faculty, staff, students, alumni, community members, and local leaders. Mr. Lukenda thanked everyone involved with the process and acknowledged an impressive group of candidates. Mr. Lukenda stated there would be an update in the near future and a report to the Board with a recommendation.

VI. President's Remarks

Dr. Gillette congratulated the faculty members who were being recommended for promotion and tenure. Dr. Gillette congratulated the Nursing faculty and students for achieving a 100% NCLEX-RN pass rate for 2023, exceeding the Michigan and National pass rate of 88%. Dr. Gillette provided updates and highlights including:

- HLC approved the MBA program in January. LSSU plans to launch the program in August. Dr. Muller will share more information in her report.
- LSSU also received a draft MOU from the Michigan Department of Corrections (MDOC) for the Prison Education Program.
- The Woodland Sky Native American Dance Company was on campus for a residency in early February. They performed for over 300 JKL Bahweting students during a matinee performance, and then for over 300 people during an evening event.

Dr. Gillette provided updates related to comments and concerns expressed at the November Board meeting:

- Anya Alexander, Dr. Mike Beazley, and Kate Bergel have developed a student organization handbook that provides more clarity and guidance to all clubs.
- Dr. Kimberly Muller has met with members of the Cannabis Club related to increased marketing for Cannabis programs.

- To minimize issues related to students traveling from the main campus to Barch CFRE, courses at CFRE were moved back-to-back for Spring (with the exception of one lab), and control of the shuttle to Barch CFRE was separated from Seamore Shuttle operations to help things flow more seamlessly and reliably.
- Dr. Ashley Moerke and the faculty have addressed issues related to advising and instructors of courses.

X. 3. Promotion and/or Tenure Recommendations (for approval)

Dr. Muller shared with the Board, the tenure and promotion process, as prescribed in the contract between the faculty union and LSSU. Dr. Muller presented to the Board, seven faculty members for approval of tenure and/or promotion and highlighted various accomplishments and praise for each faculty member.

Ms. Williams moved for Board approval of tenure and/or promotion for the following faculty members: Ms. Julie Barbour promotion to Associate Professor, Dr. Jonathan Doubek promotion to Associate Professor and Tenure, Mr. Bryan Fuller promotion to Associate Professor and Tenure, Dr. Hari Kandel promotion to Associate Professor and Tenure, Mr. David Leach promotion to Associate Professor and Tenure, Dr. Zakaria Mahmud promotion to Professor, and Dr. Christopher Smith promotion to Professor; supported by Ms. Caruso. The motion carried with unanimous voice vote.

VII. Finance Report

Mr. Walworth provided the Board with an update on the General Fund (GF) and Auxiliary Fund (AF), as well as other significant financial events. The GF revenues are at 77% of budget, normal for this time of year. Expenditures are at 62% of budget, 58% of the way through the year. Salaries and scholarships are over budget. Lower than usual utilities will likely help offset overages. No concerns with the GF budget.

The Housing budget revenues are at 100% and expenditures are at 58% with no concerns. Cisler operations revenues are at 91% of budget, and expenditures are at 54% of budget. Athletics revenues are at 53% of budget and expenditures are at 56% of budget. Athletics continues to have a year-end deficit. LSSU's overall cash balance has increased by about \$4M since October, due to insurance payments for the CASET fire. Once the insurance funds are disbursed, the cash balance is anticipated to be about \$500K less than this time last year.

LSSU opened a Canadian dollar bank account due to a large CFRE Grant awarded in Canadian dollars. Opening the account will allow LSSU to manage the funds in Canadian currency so that LSSU does not have any exchange losses. Another benefit to opening a Canadian dollar account, allows for LSSU to now accept tuition payments in Canadian currency without experiencing any exchange fluctuations.

Mr. Walworth presented to the Board for approval of the Auditor’s report to the Board and the FY23 Annual Financial Report. The result of the review by AHP is an unqualified opinion. A good result for LSSU.

Ms. Williams moved for Board approval to accept and approve both, the Auditor’s Report to the Board, and the Lake Superior State University, Annual Financial Report for Fiscal Years Ended June 30, 2023 and 2022; supported by Ms. Caruso. The motion carried with unanimous voice vote.

Mr. Walworth presented to the Board to authorize the conveyance of a land parcel from the city of Sault Sainte Marie to LSSU to support expansion of research activities at the Barch Center for Freshwater Research and Education (CFRE). The property will be used to simulate oil spills in coastal wetlands. The City of Sault Sainte Marie approved the land transfer to LSSU at no cost.

Ms. Caruso moved for Board approval of the land conveyance from the City of Sault Sainte Marie to LSSU for no fee to support research expansion at the Barch CFRE facility; and the Board appoint the President and/or CFO to act on behalf of the Board to execute any and all documents to finalize the conveyance; supported by Ms. Williams. 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”
Ms. Cynthia Williams	“Yes”
Mr. Timothy L. Lukenda	“Yes”

The motion carried with five affirmative votes.

Ms. Williams acknowledge Dr. Moerke and the City of Sault Sainte Marie for their work and partnership with LSSU in developing the land conveyance.

Mr. Walworth presented to the Board for approval to execute an easement agreement with the City of Sault Sainte Marie for the purpose of constructing, replacing, repairing, and maintaining a public roadway and public utilities. The city secured funding for improving the I-500 track, adjacent areas, and the access road to the track. The access road is on property owned by LSSU. In order for the city to improve the road, a 60 foot total easement is needed. A 20 foot easement was granted to the city in the 1990’s.

Ms. Williams moved for Board approval of the easement agreement as presented and that the Board appoint the President and/or the CFO to act on behalf of the Board to execute the agreement and any other documents associated with the easement; 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”
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 funds held by the Foundation (Foundation Funds) and funds traditionally held by LSSU (Endowment Funds). Investments have been performing well. Scholarship amounts have grown from about \$700K to \$1.5M over the last ten years.

Mr. Walworth provided the Board with an update on activities related to campus-wide facilities, including:

- Upgrades to Men’s and Women’s basketball locker rooms
- Installed new fume hoods in Crawford.
- Completed Metasystem training for LSSU and IT personnel.
- Increased database storage from 1 TB to 2 TB.
- Increased work with Public Safety and HR to help administrate keyless door entry system.

VIII. Human Resources Report

Ms. Bergel presented to the Board the Title IX annual and third quarter reports. Since the last Board meeting, the Title IX office received four reports of alleged prohibited conduct. Three reports were closed with no informal complaint entered, and one case is currently open and under assessment.

Ms. Bergel provided the Board with an update from the Offices of Human Resources, Safety and Risk, Public Safety, and Title IX. The CASET building restoration has continued through winter. Ceilings and lights have been replaced throughout the building, and most walls have a fresh coat of paint. The robotics annex remains closed as additional construction work is anticipated to last through spring. To date, insurance has covered \$8M in costs for CASET and LSSU has been responsible for \$50K of the total claim.

The Human Resources Office implemented the new Life Insurance benefit through One America, which began on January 1. The University added two new holidays to the University calendar, Juneteenth and Indigenous Peoples Day.

IX. Athletics Report

Mr. Lindley provided the Board with an update on conference athletes of the week since the last Board meeting. Mr. Lindley provided the Board with a review of the current social media impressions data from November 1, 2023 – January 15, 2024. A combined athletic media impression totaled 1.25M impressions.

Mr. Lindley provided the Board with an overview of the Academic Progress of all LSSU athletic teams through the first semester of the 2023-24 academic year with a cumulative GPA of 3.26. Mr. Lindley provided an overview of the Academic Success Rate (ASR) for Division II Athletics, showing LSSU with a higher than national average rate for most teams.

Mr. Lindley provided the Board with an update on corporate sponsorship relationships with the Athletics Department in 2023-24. Mr. Lindley presented to the Board, the benefits of providing LSSU student-athletes the opportunity to promote and benefit financially from their persona.

X. Academic Affairs Report

Ms. Caruso moved for Board approval of the conferral of the appropriate degrees upon the list of candidates for fall 2023 and Winter 2023/2024; supported by Ms. Williams. The motion carried with unanimous voice vote.

Dr. Muller presented to the Board for approval of the presented course and program fee changes for the 2024-2025 academic year. The recommended changes are due to the addition of new courses, changes in courses and teaching pedagogy over time, and inflation.

Ms. Davie moved for Board approval of the presented course and program fee changes for the 2024-2025 academic year; supported by Ms. Williams. 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”
Ms. Cynthia Williams	“Yes”
Mr. Timothy L. Lukenda	“Yes”

The motion carried with five affirmative votes.

Dr. Muller presented to the Board, a recommendation for Claude “Bud” Denker III receive an honorary doctorate, Doctor of Business Administration. Mr. Denker graduated from LSSU in 1980 and will be the 2024 Commencement Speaker.

Mr. DeRoo moved for Board approval of presented recommendation for an honorary doctorate degree to Claude “Bud” Denker III, supported by Ms. Davie. The motions carried with unanimous voice vote.

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

- Woodland Sky Native American Dance Company was on campus for a residency from January 31 – February 2.
- Second year students in the CTE program wrote and submitted a grant to the Michigan Department of Environment, Great Lakes, and Energy. If awarded, students in next year’s class will lead a chloride monitoring project on Ashmun Creek, a stream running through Sault Sainte Marie, Michigan.
- Dr. Chloe Kannan, is co-leading the Indigenous Education Youth Collective, a community-driven RPP (research-practice partnership) alongside Native youth and community members to help local Native

American middle school and high school students find their cultural roles and post-secondary pathways.

- Bachelor of Science in Nursing (BSN) graduates have achieved a 100% NCLEX-RN pass rate for 2023. This pass rate is above the Michigan average (88%), and the National average (88%). The NCLEX-RN, which stands for the National Council Licensure Examination [for] Registered Nurses (RN), is a computer adaptive test.

Dr. Muller provided the Board with updates on Special Initiatives, including:

- On January 12, 2024, LSSU was notified that the Higher Learning Commission had approved our online MBA program to begin in August.
- On April 28, 2023, LSSU was notified that the Higher Learning Commission had approved additional locations at the Chippewa Correctional Facility and the Kinross Correctional Facility. LSSU has received a draft MOU from the MDOC for the prison program, for review.
- LSSU remains in good standing with HLC, who will continue to monitor areas of concern. On January 12, 2024, LSSU was approved by the IAC Council to be visited once again in December 2025 to review those areas again for progress.
- Marketing has increased the number of press releases sent out to the Laker Community, in addition to an increase in social media views and reaches on all platforms.

Dr. Muller presented to the Board for approval of a posthumous degree for Chase Joseph Ford. Chase passed away in 2022 after his battle with cancer. The family has requested that he receive a posthumous degree at this year's commencement. Chase was in good standing with the University and met the requirements of a posthumous degree.

Mr. DeRoo moved for Board approval of recommendation for a posthumous degree of a Bachelor of Science in Electrical Engineering to Chase Joseph Ford, supported by Ms. Williams. The motion carries with unanimous voice vote.

Mr. Chris Oshelski, Director of Charter Schools, provided the Board with an update on dashboard items, including academy index scores, Charter Schools updates, the Charter Schools Office Annual Portfolio Report, and Board member reappointments.

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

Tipton Academy:

Kelly Olesinski nominated for an appointment with a term expiring on June 30, 2027.

Momentum Academy:

Donna Collins nominated for an appointment with a term expiring on June 30, 2027.

The motion carried with unanimous voice vote.

XI. Enrollment Management Report

Mr. Pierce provided the Board with an update on the progress associated with enrollment management, highlighting applied, admitted, and first-time in any college dashboards.

Mr. Pierce provided an update on the progress associated with fall 2024 recruitment. December and January were slower months with regard to high school visitations due to holidays and new term preparations. Since the last Board meeting, LSSU hosted 79 individual students with 219 guests. Current data is tracking ahead in applications and admits, with total applications running 2.3% ahead and first time in any college applications 3.0% ahead. Total admits are 11.2% ahead and first-time in any college admits are 12.8% ahead.

Mr. Pierce provided the Board with an update on the progress associated with enrollment management. As of February 2, LSSU had 1,480 students registered compared to 1,530 at census in spring 2023. The 2024 spring census occurs on March 15.

Mr. Pierce provided the Board with an update on the progress in pre-college engagement. There are currently 210 students registered for spring 2024. Sault High remains LSUS's most significant partner with 134 students engaged.

Mr. Pierce provided the Board with an update on developments with the Free Application for Federal Student Aid (FAFSA) the Michigan Achievement Scholarship (MAS), and the Financial Aid Appeals Committee's spring activities. The Department of Education rolled out a soft launch of the 2024-25 FAFSA form on December 31. The website has performance issues. As of January 8, the online form is now available 24/7. It is not clear when the U.S. Education Department will start processing completed FAFSA forms and sending the data to schools. Additional guidelines have been released for students to meet eligibility for the MAS. Students must have a completed and verified FAFSA on file and demonstrate financial need based on the Student Aid Index.

Mr. Pierce provided the Board with an update on the progress in personnel in the Enrollment Services Division.

XII. Student Affairs Report

Dr. Beazley provided the Board with an update on reported numbers of first-generation students at Lake Superior State University. To date, the percentage of first-generation students registered for classes in the spring 2024 semester is 20.1%.

Dr. Beazley provides the Board with a summary review of the contract that exists between LSSU and Sodexo. Since the contract went into effect in August 2022, multiple issues have been identified. Dr. Beazley will work with Mrs. Walworth and Lindley to reach a better agreement for LSSU.

Dr. Beazley provided the Board with an update on Student Affairs operations and programs:

- Laker Success hosted 21 programs between August 2023 and February 2024, with over 900 participants. Exam Slam has the best-attended event with over 220 students in attendance.
- Laker Success received 82 early alerts in fall 2023. In the same time span, 26 students referred themselves to Laker Success to receive help with academic, social, or financial struggles. Subsequent data suggest a 93% retention rate for students who connected with Laker Success. Data also suggest an 89% success rate for students “flagged” in the early alert process.
- In Counseling Service, students receiving direct services total 115 (down from 143 at the same date in 2023), but needs have been more intense. Title III funding has made it possible for Counseling to offer more weekly appointments than previous years, meaning students wait less time before being seen and can be seen more often.
- A new Registered Student Organization (RSO) Handbook has been developed (RSOs are those clubs and organizations that are eligible to receive funding through the Student Activity & Media fee collected each semester). The handbook provides practical guidance for organizing activities (e.g., risk management, space reservations, and travel logistics). The handbook will help with operational efficiency, aligns with student development theories that emphasize the importance of co-curricular experiences in fostering personal growth, and brings LSSU into better alignment with national practices.
- Norris will be a key host of the Katie Robinson Memorial Showcase in February 2024. The Showcase is held in memory of Katie Robinson, who was intended to transfer to LSSU to play ACHA Women’s Hockey before her tragic and untimely death in June 2021.

Dr. Beazley provided the Board with an update about an initiative to increase residency hall occupancy and elevate University Housing as a revenue driver while providing a great residential experience for students. Hillside House is part of a plan to update the living space for Greek Life, to open in fall 2024. MyMichigan leased one townhouse unit to provide housing for medical rotation participants.

Student Government (SG) President, Mackenzie Stockwell provided the Board with updates from Student Government. SG has provided more community outreach and appointed several representatives to committees. Future plans consist of creating an art mural on campus, revising by-laws, additional funding for the food pantry, purchase Osborne kitchen supplies, plan a NARCAN training event, and planning for an annual SG leadership banquet.

XIII. 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 \$900K towards the \$3M goal has been raised.

Mr. Smith provided an update on major gift activity, including:

- A gift of \$85K was received from the estate of LSSU Professor Emeritus David Knowles. The funds were directed to provide financial aid assistance to LSSU Geology students with the establishment of the David M. Knowles Geology Scholarship, and the establishment of the Glacial Lake Survey Research Fund, in support of Glacial Survey student research in the Great Lakes region.
- Bud Denker made a \$39K gift in support of the scholarship he established honoring his parents, Claude and Mary Denker. The Claude and Mary Denker Scholarship provides financial assistance to students majoring in programs within the Lukenda School of Business.

Mr. Smith provided the Board with a summary of LSSU fundraising and Alumni Relations activities. The Laker Men's Basketball locker room renovation campaign is underway with a goal of \$225K. The annual Give-a-thon will start in February to support the Fund for LSSU, as well as other scholarships and initiatives. Great Lake State Weekend is scheduled for October 18 and 19, 2024 with planning already beginning.

XIV. Other Business

Nominating Committee Chair, Mr. DeRoo, motioned for Board approval of the recommendation of the 2024 Board Officers as follows:

Mr. Timothy Lukenda – Chair
Ms. Cynthia Williams – 1st Vice Chair
Ms. Patricia Caruso – 2nd Vice Chair
Mr. Morrie Walworth – Treasurer
Ms. Lauren Pierce - Secretary

Ma. Davie supported the motion. The motion carried with unanimous voice vote.

XV. Adjournment

Mr. DeRoo moved for adjournment at 10:39 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.