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MINUTES OF THE FORMAL SESSION OF THE BOARD OF TRUSTEES OF MICHIGAN TECHNOLOGICAL UNIVERSITY held pursuant to due call in Ballroom B of the Memorial Union Building on the campus of Michigan Technological University in the City of Houghton, Michigan at nine o'clock on the morning of December 14, 2018.

The Board of Trustees of Michigan Technological University met in formal session at the University's campus at Michigan Technological University in the City of Houghton, State of Michigan, at 9:00 a.m., on the 14th day of December, in Ballroom B of the Memorial Union Building. The location, hour, and date duly established and duly published for the holding of such a meeting.

The meeting was called to order by Chair, B. Ryan, and a quorum was declared present.

The following members of the Board of Trustees were present:

B. R. Ryan, Chair  
J. A. Fream  
R. J. Jacquart  
B. L. Johnson, Vice Chair  
L. D. Kennedy  
D. D. Sanders  
S. M. Tomaszewski  
T. J. Woychowski  
R. J. Koubek, ex officio

Also present during part or all of the session were: Roberta Dessellier, Secretary of the Board; Julie Seppala, Treasurer; Les Cook, Vice President for Student Affairs and Advancement; Jackie Huntoon, Provost and Senior Vice President for Academic Affairs; David D. Reed, Vice President for Research; John Lehman, Vice President for University Relations and Enrollment; and various members of the faculty, administrative staff, student body, press and public.

Where item numbers are used, they refer to corresponding item numbers in the agenda, in the hands of the Board members.

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**I. APPROVAL OF AGENDA**

The agenda was amended to table VI-C. 2019-2020 Room and Board and Apartment Rental Rates and bring it back before the Board after the first draft of the budget is discussed in February.

It was moved by T. Woychowski, supported by S. Tomaszewski, and passed by voice vote without dissent, that the agenda of the formal session of December 14, 2018 be approved as amended.

**II. OPENING REMARKS**

**A. Chair's Comments**

Good Morning.

Welcome everyone to the Board of Trustees meeting and Commencement Weekend.

Commencement is a time of reflection and celebration. Proudly walking across our stage tomorrow will be 279 undergraduates, 37 masters and 13 PhD students, all eager to begin their new careers. Also, our esteemed Board member, Terry Woychowski, will be the commencement speaker. We all look forward to hearing your speech, Terry.

As quite a few of you know, this is Julie Fream's and Terry Woychowski's last Board meeting, as their appointments on the Board conclude at the end of this month.

I sincerely thank Julie and Terry for their service on the Board and to Michigan Tech.

Julie and Terry have faithfully served their appointed 8-year term and were instrumental in guiding Michigan Tech through a presidential search. They both have left their indelible thumbprint on our beloved campus.

Would you all join me in thanking Julie and Terry for their service?

There is also another individual the Board would like to recognize for his service to our fine University. We would like to present the following Resolution of Appreciation to Paul Tomasi, who will be retiring as the Board's legal counsel at the end of December. It reads as follows:

The Board of Trustees of Michigan Technological University at its meeting on the fourteenth day of the month of December in the Two Thousand and Eighteenth year declared that:

WHEREAS Paul Tomasi, a citizen of the State of Michigan, has honorably and dutifully served Michigan Technological University and its constituents;

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WHEREAS his service to Michigan Technological University was for a period of more than thirty years; and

WHEREAS his contributions to Michigan Technological University and to the legal community in general have been of the highest order and in the best interest of all:

Therefore be it

RESOLVED, that the Board of Trustees extends its appreciation and congratulations to this distinguished citizen.

Chair Ryan also acknowledged the retirement of Board Secretary, Roberta Dessellier.

Roberta joined Michigan Tech in 1975. During her first 17 years with the University, she worked in nearly every realm of University administration, including positions in Admissions, Civil Engineering, the Graduate School, and Student Affairs. She joined the President's Office in 1992 and has kept us all on task ever since. In July 2016, we appointed Roberta as secretary of the Board of Trustees, and for the past two and a half years, she has supported our work in policies and ordinances, assisted with meetings, and acted as liaison between Trustees and a variety of stakeholders. She works closely with the Board, President Koubek (and previously President Mroz as well as President Tompkins), and members of President's Council to fulfill university objectives and goals. She provides leadership on a daily basis, making sure the President's Office functions smoothly and that communications from President's Council members is consistent with the University's vision and goals. She serves as corporate secretary for the Michigan Tech Fund Board of Directors and for non-profits Superior Innovations and Michigan Tech Entrepreneurial Support Corporation (MTEESC). Roberta is a member of the National Association of Professional Assistants in Higher Education and Michigan Professional Board Secretaries.

It has clear to me that Roberta always viewed the myriad of issues coming through the President's office and the board office through a single lens, namely "what is best for Michigan Tech in the long-run?" Roberta has gifted all of us with her wisdom, smile, and grace for nearly 44 years, and though we are sad to see her go, we are excited for her next adventure.

That concludes my remarks. We will now hear from President Koubek for his opening comments.

## **B. President's Comments**

Chair, Members of the Board. Thank you for your time this morning and your service to Michigan Tech.

We are excited to celebrate the commencement activities with our graduates tomorrow. As faculty, staff and administrators it is always rewarding to see the hard work of our graduates pay off, but I would be remiss if I did not also acknowledge the hard work of our faculty and staff, who serve as professors, researcher advisors, mentors and counselors to our students every day. I would like to recognize a few today, if I may.

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Recently, we honored six faculty and staff at the Michigan Tech employee awards reception. Yoke Khin Yap, Feng Zhao (Jhao) and Zichen Qian (Chin) were recognized for their outstanding research contributions. Mary Raber earned the distinguished service award. Richelle Winkler and Brigitte Morin were recognized for their excellence in teaching and Valoree Gagnon received the University's Diversity award.

Their work is an exemplar of the excellence happening on campus each day and is a testament to the spirit of this great institution. It also gives me reason to share a few important national rankings with you.

- According to the [Washington Monthly](#) magazine, Michigan Tech ranked No. 36 in the nation for its contributions to the public good based on social mobility, research, and public service.
- Michigan Tech ranks No. 18 in the US for Best Return on Investment, according to [BestColleges.com](#).
- SmartAsset ranked MTU # 1 in the state for [Best Value](#).
- [Forbes.com](#), a financial news website, ranks Michigan Technological University 12th in the nation for [public universities whose graduates earn the highest mid-career salaries](#).

These rankings reflect the incredible talent here at Michigan Tech.

At our last two board meetings, I shared our short-term plan to address several tactical initiatives, while the campus developed a longer-range strategy to help position Michigan Tech as a leader in the fourth industrial revolution.

I would like to share an update on where we are today. At the kickoff meeting in September, I challenged the campus to think about what role Michigan Tech will play in the fourth industrial revolution. How we will prepare our students to adapt to the rapid changes in technology and how will our research agendas become more responsive to the ever-changing needs of society?

We hosted nine campus forums with more than 500 attendees participating in the conversations. In addition to these events, we also hosted two alumni panels, and four deans provided thought leader pieces in Tech Today to help inform the conversations happening on campus. As a result, the campus developed five key themes that align with areas of both expertise and impact. They are:

- Develop solutions to natural resources, water and energy problems.
- Build innovative autonomous and intelligent systems.
- Create technological solutions to enhance health and quality of life.
- Prepare culturally responsive leaders for a diverse world.
- Redefine education for the next generation.

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Within each area are initiatives that will specifically address each theme. As a next step, we have identified initiative leaders who will form interdisciplinary teams to develop impactful proposals. These team leaders will provide a summary of their proposal ideas at the Board of Trustee retreat in February.

So, that's the update on the Tech Forward initiative. I am extremely pleased with the level of participation and the outcomes of our fall conversations and look forward to the good work to come.

### **III. COMMITTEE REPORTS**

#### **A. Academic Affairs Committee Report – Linda Kennedy**

Linda Kennedy reported that at their committee meeting, they honored the service of outgoing Board of Trustees members, Julie Fream and Terry Woychowski. They reviewed the emeritus rank request, supported the recommendations, and reviewed the tenured and tenure-track faculty off payroll report. The Committee heard a research update from Dr. Dave Reed and there was a brief discussion with the presidents of the University Senate, Undergraduate Student Government, and the Graduate Student Government.

#### **B. Audit and Finance Committee Report – Steve Tomaszewski**

The audit and finance committee has met twice since the last board meeting.

The committee reviewed the Financial Position and outlook for Fiscal Year '19, which included the first quarter financial results and projections for the general fund & current fund, as well as the cash position for the University. At this time, the results are positive for both the general fund and the current fund.

In preparing and planning for next fiscal year, the committee discussed the Fiscal Year '20 preliminary budget planning parameters, which included Enrollment Projections and Long-Term Planning Targets.

Other items reviewed by the Audit & Finance Committee:

- Debt Ratios
- Capital Projects Update
- Internal Audit Open Audit Observations
- Quarterly Report on Continuous Improvement Using Lean Principles

Chair Tomaszewski also recognized Theresa Coleman-Kaiser and her department for the continuation of the LEAN process.

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**C. Leadership Committee Report - Bill Johnson**

The Leadership Committee met on December 13, 2018.

The Committee met with President Koubek to receive an update and discuss his Base Salary Performance and Bonus Awards Plans. Chair Johnson spoke briefly about the changes to the presidential evaluation that have been put in place this year.

The last item the Committee reviewed was the Board of Trustees Leadership Committee Calendar FY19.

**VI. REPORTS**

- A. Mackinac Straits Tunnel Presentation – Michael Prast
- B. Undergraduate Student Government Report – Max Sexauer, President
- C. Graduate Student Government Report – Apurva Baruah, President
- D. Research and Sponsored Programs Report – Dr. David Reed, VP Research
- E. University Senate Report – Dr. Mike Mullins, President

Copies of these reports were included in the agenda book.

**V. CONSENT AGENDA**

It was moved by T. Woychowski, supported by J. Fream, and passed by voice vote without dissent, that the Board of Trustees approve and adopt the items contained in the Consent Agenda.

**V-A. Approval of Minutes**

It was moved by T. Woychowski, supported by J. Fream, and passed by voice vote without dissent, that the minutes of the formal session of September 28, 2018, as distributed to the Board, be approved.

**V-B. Gifts**

It was moved by T. Woychowski, supported by J. Fream, and passed by voice vote without dissent, that the Board of Trustees acknowledges the gifts to Michigan Technological University.

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**Michigan Technological University  
Michigan Tech Fund  
Fundraising Productivity Report  
July 1, 2018 through October 31, 2018  
Compared to Prior Year**

Source	FY19 YTD Total	FY18 YTD Total	FY18 Total
Individuals - Major Gifts (25K and up)	1,120,275	1,278,054	6,201,844
Realized Planned Gifts (Unanticipated)	47,487	1,104,129	2,132,470
Individuals - non-Major Gifts	449,403	419,599	1,947,762
Full Value New Planned Gift Commitments	1,904,819	2,908,000	12,138,000
Annual Fund	349,549	239,557	1,491,595
Corporate Sponsored Research	3,606,041	460,485	3,025,560
Corporations	531,447	698,876	2,142,465
Foundations & Other Organizations	108,259	51,171	163,749
Gifts-in-Kind	956,011	94,310	262,612
<b>Grand Total</b>	<b>9,073,288</b>	<b>7,254,191</b>	<b>29,606,064</b>

-- Except for the Annual Fund, all totals include outright gifts and the full amount of new pledge commitments  
 -- Annual Fund includes cash from prior year pledges in addition to outright current year gifts and new pledge commitments due current year  
 -- An individual's gifts given through another source (i.e. family foundation or closely held business) are credited to the individual

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**V-C. Resignations, Retirements and Off Payroll**

It was moved by T. Woychowski, supported by J. Fream, and passed by voice vote without dissent, that the Board of Trustees accepts the resignations and confirms the off payroll determinations.

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**BOARD OF TRUSTEES OFF-PAYROLL REPORT**  
(September 9, 2018 – November 17, 2018)

**RETIRED**

Name	Class	Department	Title	Most Recent Hire Date	Term Date
Corrigan, Nancy	Staff	Financial Services & Operations	Office Assistant 6	09/21/1987	09/28/2018
Smigowski, Judith	Staff	Registrar's	Administrative Aide 7	01/23/2007	10/12/2018
Van Karsen, Charles	Faculty	Mechanical Engineering- Engineering Mechanics	Associate Professor	08/31/1987	10/01/2018

**OFF-PAYROLL**

Name	Class	Department	Title	Most Recent Hire Date	Term Date
Baril, Peter	Staff	Vice President for Research	Health and Safety Manager	06/29/2015	10/28/2018
Baroni, Nancy	Staff	Residential Dining	Food Service Helper	02/14/2011	08/28/2018
Chevalier, Jimmy	Staff	Residential Dining	Food Service Helper	07/10/2017	10/04/2018
Crockett, Molly	Staff	Graduate School	Office Assistant 6	11/06/2017	11/02/2018
Crouch, Ronald	Staff	Residential Dining	Food Service Helper	01/29/2018	10/17/2018
Davison, Greg	Staff	Facilities Management	Custodian	10/08/2018	11/08/2018
Dube, Paula	Staff	Facilities Management	Custodian	08/15/2011	11/02/2018
Farrell, Cecil	Staff	Residential Dining	Food Service Helper	04/09/2018	08/29/2018
Grace, Celine	Staff	Materials Science and Engineering	Office Assistant 5	11/04/2018	11/02/2018
Iqbal, Zafar	Faculty	Computer Science	Research Assistant Professor	11/16/2017	11/15/2018
Klapperich, James	Staff	School of Forest Resources & Environmental Science	Research Associate	06/01/2009	10/19/2018
Kumpula, Mitchel	Staff	Facilities Management	HVAC Technician	06/25/2018	09/07/2018
Normand, Lisa	Staff	Financial Aid Administration	Administrative Aide 7	11/10/2014	10/02/2018
Rice, Jason	Staff	Provost Senior Vice President for Academic Affairs	ELI Administrative & Tutoring Center Coordinator	07/30/2018	10/15/2018
Schmitz, Jason	Coach	General Athletics	Assistant Coach, Women's Basketball	07/02/2018	10/03/2018
Tikkanen, Kristen	Staff	Facilities Management	Office Assistant 6	07/30/2018	10/19/2018
Walker, Larry	Staff	School of Forest Resources & Environmental Science	Research Assistant	12/15/1997	10/20/2018
Wood, Dylan	Staff	Residential Dining	Food Service Helper	06/04/2018	10/01/2018



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## **VI. ACTION/DISCUSSION ITEMS**

### **VI-A. Emerita/Emeritus Rank**

It was moved by L. Kennedy, supported by R. Jacquart, and passed by voice vote without dissent that the Board of Trustees approves the following emerita/emergitus appointments:

- M. Ann Brady, Professor Emerita, Humanities
- Dana Johnson, Professor Emerita,  
School of Business and Economics
- Charles D. Van Karsen, Professor Emeritus,  
Mechanical Engineering-Engineering Mechanics

### **VI-B. Board of Trustees Emerita/Emeritus Rank**

The appointments of the following individuals as Board of Trustees Emerita/Emeritus were voted on separately.

- Paul G. Ollila, Board of Trustees Emeritus
- Julie Fream, Board of Trustees Emerita
- Terry Woychowski, Board of Trustees Emeritus

It was moved by R. Jacquart, supported by J. Fream, and passed by voice vote without dissent, that the Board of Trustees approve the appointment of Paul Ollila as Board of Trustees emeritus effective January 1, 2019.

It was moved by R. Jacquart, supported by S. Tomaszewski, and passed by voice vote with Julie Fream abstaining, that the Board of Trustees approve the appointment of Julie Fream as Board of Trustees emerita effective January 1, 2019.

It was moved by R. Jacquart, supported by J. Fream, and passed by voice vote with Terry Woychowski abstaining, that the Board of Trustees approve the appointment of Terry Woychowski as Board of Trustees emeritus effective January 1, 2019.

### **VI-C. 2019-2020 Room and Board and Apartment Rental Rates**

This item was tabled and will be discussed in February.

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**VII. INFORMATIONAL ITEMS**

- A. Analysis of Investments
- B. University Issued Bond Balances Report
- C. Research and Sponsored Programs Report
- D. Advancement and Alumni Relations Report
- E. Recent Media Coverage
- F. Employee Safety Statistics

**VIII. OTHER BUSINESS**

None

**IX. PUBLIC COMMENTS**

Apurva Baruah, PhD student in Mechanical Engineering-Engineering Mechanics as well as president of Graduate Student Government provided comments.

"Good morning everyone. As a technology-focused institute, we are nurturing engineers, but they also need to be well-rounded, responsible citizens. As a student, I feel that there is a deficiency of knowing and understanding the responsibilities that accompany the many freedoms that we enjoy.

I request the board to create an environment which not only ensures our students to be technically sound, but to also be inclusive and to learn to understand, embrace and celebrate diversity. I humbly urge that you design, support and promote programming across campus which aims at making emphatic, socially aware students who are mindful of the impact of their thoughts, words and actions - in both, their private and public interaction. I believe this is a paramount quality essential for students to succeed in the careers of today and tomorrow. Thank you for your time."

**XI. ADJOURNMENT**

It was moved by T. Woychowski, supported by S. Tomaszewski, and passed by voice vote without dissent, that the meeting be adjourned.

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Secretary of the Board of Trustees

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Chair, Board of Trustees