



Public Notice
Lake Michigan College
Board of Trustees Regular Meeting

The Lake Michigan College District Board of Trustees, a public body, in compliance with Section 4 of the Open Meetings Act, Public Act 267 of 1976, as amended, (MCL 15.264), hereby gives notice of a public meeting to be held:

DATE: March 18, 2025

TIME: 5:00 p.m.

PLACE: Todd Center Room 1304-1306
2755 E. Napier Ave.
Benton Harbor, MI 49022
269-927-1000

The Board of Trustees will hold a workshop from 3:00 pm – 5 pm.

This notice shall be posted in the Office of the President, Lake Michigan College, at the above address, also on each campus of Lake Michigan College, and in the Office of the County Clerk of Berrien, Van Buren, and Allegan Counties. Copies will also be provided to College District news media. Done by the authority of the Lake Michigan College Board of Trustees through its duly designated secretary.

A handwritten signature in black ink, appearing to read 'Mark D. Weber', written in a cursive style.

Mark Weber, Secretary
Lake Michigan College Board of Trustees

Dated: March 11, 2025



AGENDA

Lake Michigan College
Board of Trustees Regular Meeting
Todd Center 1301
5 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Setting of Agenda
- V. Minutes of December 10, 2025; January 7, 2025; and March 4, 2025 Board Meetings
- VI. Petitions and Communications from the Floor
- VII. President's Report..... Dr. Trevor Kubatzke
- VIII. Department Report
 - a. Academic Affairs Dr. Ken Flowers
 - b. Student Affairs Dr. Flowers
 - c. Finance Reports..... Ms. Karla Pankratz
 - i. Human Resources Report
 - ii. Financial Reports
- IX. Old Business
- X. Policies To Delete
 - a. Title IX Sex-Based Harassment Dr. Kubatzke
- XI. New Business
 - a. Capital Request Classroom and Lab Replacement PCs Dr. Scott Pratt
 - b. Estimated Source of Revenue FY26 Ms. Pankratz
 - c. Physical Therapy Assistant Associate in Applied Science Dr. Flowers
 - d. West Campus Work Change Order Mr. Doug Schaffer

XII. Policies Second Read – for Approval

- a. Security Cameras Mr. Schaffer

XIII. Policies First Read – for Review

- a. Annual Security and Fire Safety Report Dr. Flowers
- b. Artificial Intelligence Use in the Workplace Ms. Pankratz
- c. Cash Handling Ms. Pankratz
- d. Grant & Grant Manager Responsibilities Ms. Pankratz
- e. Grant Time & Effort Reporting Ms. Pankratz
- f. Holidays, College Closures, LMC Day Ms. Pankratz
- g. Purchasing – Allowable Purchases Ms. Pankratz

XIV. Adjournment