

**VINCENNES UNIVERSITY BOARD OF TRUSTEES
MINUTES OF REGULAR SESSION
Wednesday, June 26, 2013 – 11:15 a.m. (EDT)
Vincennes Campus
Fort Sackville Rooms, Beckes Student Union
1101 North Second Street
Vincennes, Indiana**

Trustees Present:

J.R. Gaylor, Board Chair
Doug Bawel
Darrel Bobe
Greg Harrell
Dick Helton, President
John Hidde
Jim McCormick
Mike Sievers (by audio)
John Stachura
Anne Emison Wishard

Others Present:

Brent Stuckey, Attorney for the Board
Chuck Johnson, Provost
Phil Rath, Vice President for Financial Services/Government
Relations
Dave Tucker, Vice President for Workforce Development/
Community Services
Pat Konkle, Record Clerk for the Board

Trustees Absent:

Tim Grove
Reggie Henderson
Greg Parsley
Rick Shach

CALL TO ORDER

Chair J.R. Gaylor called the meeting to order at 11:25 a.m. (EDT) in the Fort Sackville Rooms of the Beckes Student Union on the Vincennes Campus in Vincennes, Indiana.

ROLL CALL/ACCEPTANCE OF AGENDA

Pat Konkle called the roll. A quorum was declared with 10 Trustees present. The agenda was approved by consensus of the Board.

APPROVAL OF MINUTES

Minutes of the April 24, 2013, and June 18, 2013, meetings had been distributed. Trustee John Stachura made a motion to accept the minutes as distributed. Trustee John Hidde seconded the motion, and the motion carried unanimously.

CHAIRMAN'S REMARKS

Board Chair J.R. Gaylor made the following comments:

- Reported that Student Trustee Greg Harrell's service on the Board would end on June 30 and thanked him for serving.
- Commended Trustee Rick Schach for participating in the Higher Learning Commission's Strategy Forum as part of the VU team that traveled to Chicago in May.
- Commended Trustee Doug Bawel for his research work on the budget.

Board Chair Gaylor also reported that the Board of Trustees met in Executive Session to evaluate President Helton's performance and employment agreement and noted that the Trustees are pleased with his leadership.

MOTION #13-17

Trustee Darrel Bobe made a motion to approve President Helton's Addendum to Employment Agreement, as indicated below, which extends his contract to July 31, 2016. Trustee John Stachura seconded the motion, and the motion carried unanimously.

ADDENDUM TO EMPLOYMENT AGREEMENT

THIS ADDENDUM TO EMPLOYMENT AGREEMENT is reached and executed this 26th day of June, 2013 between the Board of Trustees for the Vincennes University (the Board) and Dr. Richard Helton, Ph.D. (Dr. Helton).

WHEREAS, the Board is employing Dr. Helton as its President pursuant to an Employment Agreement dated June 23, 2010 and an Addendum to Employment Agreement dated August 1, 2012 by which Dr. Helton is employed by the University through July 31, 2015; and

WHEREAS, the Employment Agreement provides the Board will conduct an annual review of Dr. Helton's compensation and performance during the prior year for the expressed purpose of considering an extension of the term of the contract and adjustments in compensation for the following year; and

WHEREAS, the Board has conducted said review of Dr. Helton's job performance and is well pleased with the leadership Dr. Helton has provided the University during his tenure at the University.

NOW, THEREFORE, the Board and Dr. Helton enter into this Addendum by which the Board extends the term of Dr. Helton's Employment Agreement through July 31, 2016. In addition, the Board determines that Dr. Helton's salary shall be increased 2.108 percent, which increases Dr. Helton's annual salary to \$218,000, which increase is to be effective August 1, 2013. The University shall also make annual contributions of \$51,000 to the University's 401(a) plan on Dr. Helton's behalf, which annual contribution shall be prorated each year and paid in 26 equal payments pursuant to the University's payroll policy.

All of the other terms of the Employment Agreement dated June 23, 2010 shall remain in full force and effect.

IN WITNESS WHEREOF, this Addendum is executed this 26th day of June, 2013 by John R. Gaylor, Chair of the Board of Trustees for the Vincennes University, and Dr. Helton.

UNIVERSITY
BOARD OF TRUSTEES FOR THE
VINCENNES UNIVERSITY

By: _____
John R. Gaylor, Chairman

DR. HELTON

Richard Helton, Ph.D.

REPORTS FROM TRUSTEE SUBCOMMITTEES

University Affairs Committee

Curriculum Items – Committee Acting Chair John Hidde reported that Provost Chuck Johnson presented the attached curriculum items to the University Affairs Committee for its approval. The Committee is recommending that the Board of Trustees approve these items, as they have also been approved by the Curriculum and Academic Affairs Committee, the Faculty Senate, the Provost, and the President. These items include 11 program deactivations, 14 program revisions, and the approval of two academic guidelines and University Core Curriculum (UCC) items. Many of the program revisions result in a decrease in total credit hours.

MOTION #13-18

Trustee John Hidde made a motion to approve the attached curriculum items, as noted above. Trustee John Stachura seconded the motion, and the motion carried unanimously.

Finance/Revenue Committee

VU Budget – Committee Chair Mike Sievers reported that the committee met on June 18, 2013, and is recommending to the Board of Trustees that it approve a General Operating Budget of \$76,885,729 for FY2014 and \$78,828,819 for FY2015 with the following major assumptions: (1) tuition and fee increase of \$4.60 (2.8 percent) per credit hour for FY2014 and \$5.20 (3.1 percent) per credit hour increase for FY2015; (2) State operating appropriation level of \$38 million for FY2014 and \$39 million for FY 2015; (3) Enrollment decrease of 100 FTE (1.5 percent), based on current application counts and returning student registrations; (4) Total general fund compensation level of \$51.8 million for FY2014 and \$53.2 million for FY2015, resulting from the following: (a) savings from employee attrition, (b) a 2 percent merit wage base increase each year, (c) an increase of 10 percent in health insurance costs each year, and (d) an increase in the PERF (Public Employee Retirement Fund) employer contribution rate from 9.7 percent to 11.2 percent; (6) Operation of new facilities at Jasper Campus (CTIM) and Vincennes Campus (Art Center) open 2013 Fall Semester; and (7) Budget line item of \$1.3 million for facility R&R expenses for both years. In addition, Room and Board Rates will increase 4 percent for 2013-2014 academic year and 3 percent for the 2014-2015 academic year.

MOTION #13-19

Trustee Mike Sievers made a motion to approve the General Operating Budget of \$76,885,729 for FY 2014 and \$78,828,819 for FY 2015 with the above assumptions. Trustee John Stachura seconded that motion, and the motion carried unanimously.

Board Chair Gaylor thanked the Administration for all of its efforts in submitting a significant amount of detailed information to the Board of Trustees regarding the budget.

Steam Line Replacement – Committee Chair Sievers stated that the Committee reviewed the bids received on the replacement of steam lines on the Vincennes Campus that are currently about 30 years old. Five bids were received, and the Committee is recommending that the bid from PPMI Construction of Evansville be approved in the amount of \$1,565,000.

MOTION #13-20

Trustee Mike Sievers made a motion that the Board of Trustees accept the bid from PPMI Construction of Evansville in the amount of \$1,565,000. Trustee Jim McCormick seconded the motion, and the motion carried unanimously.

REPORTS FROM THE ADMINISTRATIVE LEADERSHIP

Marketing/Enrollment Report

Kristi Deetz, Senior Director of External Relations, distributed the VU Fall 2013 Recruitment Report and University Enrollment Report. Ms. Deetz reported that 135 more students had attended the June new student registration program; however, due to a smaller returning class, the Vincennes Campus was still down by 181 students when compared to last year's enrollment. System wide enrollment was down by approximately 197. Accepted applications for the Vincennes Campus were up by 13 percent, supported by steady or increasing submissions in five of the eight markets. Housing contracts by incoming students were up 34 percent over last year, and all of the apartments are full.

Conflict of Interest Statements

Vice President Phil Rath reported that five employees completed the Uniform Conflict of Interest Disclosure Statements, and they are included in the Board book. The Board of Trustees is being asked to approve these statements.

MOTION #13-21

Trustee John Stachura made a motion to accept the Conflict of Interest Statements that are attached to these minutes. Trustee Doug Bawel seconded that motion. The motion carried with one abstention by Chair J.R. Gaylor.

PRESIDENT'S COMMENTS

President Helton introduced VU Golf Coach Dennis Chattin and congratulated both he and the VU Golf Team for winning the NJCAA National Championship. In addition, Coach Chattin was named National Coach of the Year. Coach Chattin praised his team for its success in winning the championship.

Board Chair Gaylor also congratulated Coach Chattin and the VU Golf Team.

President Helton thanked the Trustees for the extension to his contract and stated that he appreciates their support. He also thanked Greg Harrell for serving as Student Trustee during the past year and noted his appreciation of Trustee Rick Schach's participation in the Higher Learning Commission's Strategy Forum this past May. In addition, he reported that the Grand Opening of the Red Skelton Museum would take place on Red Skelton's 100th birthday, July 18, 2013, and invited all Trustees to participate in the activities.

Adjournment

There being no further business to come before the Trustees, the Regular Session adjourned at 12:10 p.m. (EDT).

Darrel Bobe, Secretary

J.R. Gaylor, Chair



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May 10, 2013

Board of Trustees
Vincennes University

The following items have been approved by the Vincennes University Curriculum and Academic Affairs Committee and Faculty Senate. These items are submitted for consideration by the Board of Trustees as approved by Provost Charles R. Johnson, Jr. and President Richard E. Helton.

Program/Concentration Deactivations:

- Family and Consumer Sciences - Child Development Concentration 2301 (AS)
- Family and Consumer Sciences - Fashion Merchandising Concentration 2303 (AS)
- Family and Consumer Sciences - Interior Design Concentration 2304 (AS)
- Liberal Arts – Journalism Concentration 2350 (AA)
- Liberal Arts – Photojournalism Concentration 2352 (AA)
- Bowling Industry Management and Technology 3250 (AS)
- Business Management - Entrepreneurship Concentration 5361 (ASCT)
- Business Management - Marketing Management Concentration 5363 (ASCT)
- Business Management - Supply Chain and Logistics Concentration 5364 (ASCT)
- Fire Science and Safety Technology 7350 (AS Transfer)
- Mining Technology 8500 (ASCT)

Program Revisions:

- Liberal Arts – Journalism Concentration 2350 (AS)
- Liberal Arts – Photojournalism Concentration 2352 (AS)
- Multimedia Communications 2430 (ASCT)
- Emergency Management and Planning 6034 (AS)
- Physical Therapist Assistant 6400 (ASCT)
- Electronic Media 7110 (ASCT)
- Electronic Media – Emerging Media News Concentration 7111 (AS/ASCT)
- Education – Technology Concentration 8340 (AS)
- Technology 8000 (BS)
 - Advanced Manufacturing Concentration 8001 (BS)
 - Industrial Development Concentration 8002 (BS)
 - Surveying Management Concentration 8003 (BS)
 - Information Technology Concentration 8004 (BS)
 - Career/Technical Education Concentration 8005 (BS)
 - Agribusiness Concentration 8006 (BS)

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May 10, 2013

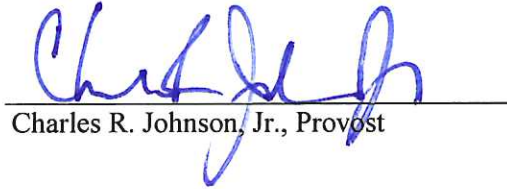
Academic Guidelines and University Core Curriculum Items

- AG-3 Academic Guidelines Proposal
- UCC-4 University Core Curriculum Committee Proposal, 2013-14

Approved:



Richard E. Helton, President



Charles R. Johnson, Jr., Provost

**PROPOSED CURRICULAR CHANGES
AS RECOMMENDED BY
CURRICULUM AND ACADEMIC AFFAIRS COMMITTEE
AND
FACULTY SENATE**

*Prepared for the Board of Trustees, 5-10-13
Meeting 6/26/2013*

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|---------------|--|----------------|---|
| Vision | Vincennes University is a premier learning institution, widely recognized for leadership in innovation and delivery of successful educational experiences. A breadth of program offerings and a commitment to quality service ensure the University's role as an important link in Indiana's economic and cultural vitality. VU is a diverse community whose members all share responsibility for supporting the University mission and are respected for their contributions. | Mission | Vincennes University, Indiana's first college, is the State's premier transfer institution and leader in innovative career programming. The VU community ensures educational access, delivers proven associate and baccalaureate programs, and offers cultural opportunities and community services in a diverse, student-centered, collegiate environment. |
|---------------|--|----------------|---|

The following program additions, revisions and deletions have been recommended by the Curriculum and Academic Affairs Committee and Faculty Senate for approval by the Vincennes University Board of Trustees:

Program/Concentration Deactivations:

- Family and Consumer Sciences - Child Development Concentration 2301 (AS)
- Family and Consumer Sciences - Fashion Merchandising Concentration 2303 (AS)
- Family and Consumer Sciences - Interior Design Concentration 2304 (AS)
Rationale: The program deactivations are a result of the creation of the AS Career Tech degrees.
- Liberal Arts – Journalism Concentration 2350 (AA)
- Liberal Arts – Photojournalism Concentration 2352 (AA)
Rationale: The concentration deactivations are a result of no enrollment in the last seven years and state requirements to lower program credit hours.
- Bowling Industry Management and Technology 3250 (AS)
Rationale: The program deactivation is a result of the creation of the AS Career Tech degrees and state requirements to lower program credit hours.
- Business Management - Entrepreneurship Concentration 5361 (ASCT)
- Business Management - Marketing Management Concentration 5363 (ASCT)
- Business Management - Supply Chain and Logistics Concentration 5364 (ASCT)
Rationale: The program deactivations are a result of low enrollment.
- Fire Science and Safety Technology 7350 (AS Transfer)
Rationale: The program deactivation is a result of low enrollment, and state requirements to lower program credit hours.
- Mining Technology 8500 (ASCT)
Rationale: The program deactivation is a result of low enrollment.

Program Revisions:

- Liberal Arts – Journalism Concentration 2350 (AS)
Rationale: The program revisions reflect course requirement changes, resulting in a decrease in total credit hours from 63 to 60.
- Liberal Arts – Photojournalism Concentration 2352 (AS)
Rationale: The program revisions reflect course requirement changes, resulting in a decrease in total credit hours from 63 to 60.
- Multimedia Communications 2430 (ASCT)
Rationale: The program revisions reflect course requirement changes.
- Emergency Management and Planning 6034 (AS)
Rationale: The program revisions reflect course requirement changes, resulting in a decrease in total credit hours from 69-72 to 66.
- Physical Therapist Assistant 6400 (ASCT)
Rationale: The program revisions reflect a degree track change from AS Transfer to AS Career/Tech and course requirement changes, resulting in a decrease in total credit hours from 75 to 70.
- Electronic Media 7110 (ASCT)
Rationale: The program revisions reflect course requirement changes.
- Electronic Media – Emerging Media News Concentration 7111 (AS/ASCT)
Rationale: The program revisions reflect course requirement changes.
- Education – Technology Concentration 8340 (AS)
Rationale: The program revisions reflect course requirement changes, resulting in a decrease in total credit hours from 74 to 64.
- Technology 8000 (BS)
 - Advanced Manufacturing Concentration 8001 (BS)
 - Industrial Development Concentration 8002 (BS)
 - Surveying Management Concentration 8003 (BS)
 - Information Technology Concentration 8004 (BS)
 - Career/Technical Education Concentration 8005 (BS)
 - Agribusiness Concentration 8006 (BS)**Rationale:** The program revisions reflect the addition of the Agribusiness Concentration and transitional associate degree programs into the Information Technology Baccalaureate Concentration; and course requirement revisions.
- Information Technology Concentration 8004 (BS)
Rationale: The program revisions reflect course requirement changes, resulting in a decrease in total credit hours from 142-146 to 121.

Academic Guidelines and University Core Curriculum Items

- ***AG-3 Academic Guidelines Proposal***

The Curriculum and Academic Affairs Committee and Faculty Senate support the proposed revisions to the Course Outline/Syllabus templates.

- ***UCC Committee Proposal UCC-4, 2013-14***

The Curriculum and Academic Affairs Committee and Faculty Senate support the proposed revisions to the UCC Model to reduce the hours in the AA degree from 38 to 36 hours; and to reduce the hours in the BA degree from 53 to 48 hours.