

**VINCENNES UNIVERSITY BOARD OF TRUSTEES**  
**MINUTES OF REGULAR SESSION**  
**Wednesday, June 17, 2020 – 10:35 a.m. (EDT)**  
**Udike Center for Science, Engineering and Mathematics – Room 142**  
**1251 N. Chestnut Street**  
**Vincennes, IN 47591**

**Members Present:**

John Stachura, Chair (Zoom)  
Dartanyan Abney, Student Trustee (Zoom)  
Scott Brand (Zoom)  
Kelly Clauss (Zoom)  
Tim Grove  
Reggie Henderson (Zoom)  
Chuck Johnson, President  
Greg Parsley (Zoom)  
George Ridgway (Zoom)  
Rick Schach (Zoom)  
Mike Sievers  
Don Villwock (Zoom)

**Others Present:**

Brent Stuckey, Attorney for the Board  
Nancy Irwin, Record Clerk for the Board  
Tony Hahn, Vice President for Government Relations (Zoom)  
Laura Treanor, Provost  
Dave Tucker, Vice President for Workforce Development/  
Community Services (Zoom)  
Linda Waldroup, Vice President for Financial Services

**CALL TO ORDER**

Chair John Stachura called the meeting to order at 10:35 a.m. (EDT) in Room 142 at Udike Center for Science, Engineering and Mathematics Building in Vincennes, Indiana.

**ROLL CALL/ACCEPTANCE OF AGENDA**

Nancy Irwin called the roll. A quorum was declared with 12 Trustees present. The agenda was approved by consensus of the Board.

**APPROVAL OF MINUTES**

Minutes of the 4-23-20 Finance/Revenue Committee, 4-29-20 Personnel/Nominating Committee, University Affairs Committee, and Regular Session, and 5-18-20 Finance/Revenue Committee meetings had been distributed. Trustee Tim Grove made a motion to accept the minutes, and Trustee Mike Sievers seconded the motion. A roll call vote was taken, and there were 12 yeas and 0 nays, with the motion passing unanimously.

**CHAIRMAN'S REMARKS**

Chair Stachura expressed appreciation and thanks to members of the three COVID-19 action teams and reiterated how flexible and resilient these individuals have been throughout this process. He also complimented President Johnson, Provost Treanor, and all the faculty and staff for the marvelous job they have during these past few months. Chair Stachura also expressed his appreciation to the entire Financial Services team for the exceptional job they all have done, not only preparing for this situation, but also navigating through all the constant changes involved. Lastly, Chair Stachura asked that President Johnson, during his remarks, give an update on Harrison Hall and where we are with regards to an insurance settlement, and the status of our international students from China and if they will be allowed to come to the University in the Fall.

**REPORTS FROM TRUSTEE COMMITTEES**

**Personnel/Nominating Committee:**

**Additions to the 2021 Promotion & Tenure**

Committee Chair Rick Schach asked President Johnson to provide information to the committee on the following list of additions to the 2020-21 Promotion & Tenure report. The President reported that the following individuals were inadvertently left off the original list of candidates that was presented to the Board in April and need to be approved at this meeting.

## ADDITIONS TO 2020-21 PROMOTION AND TENURE LIST

### INSTRUCTIONAL SERVICES:

Learning Resource Center  
Jamie Cox, Public Services Librarian

### NEW TITLE

Professional Staff Level III

### Student Affairs

Donna Taylor Bouchie, Director, Career Center

Professional Staff Level III

### MOTION # 20-14

With no further questions from the Board, Committee Chair Schach made a motion to approve the list of candidates for promotion and Trustee Kelly Clauss seconded the motion. A roll call vote was taken with 12 yeas and 0 nays, with the motion passing unanimously.

### **Finance/Revenue Committee:**

#### **Report on the 5-18-20 committee meeting:**

Committee Chair Mike Sievers reported on the following items listed below that had been approved at the 5-18-20 Finance/Revenue Committee meetings. As a reminder, the electrical infrastructure and substation itself were bid together as one project. Prior to that, bids were received for the long lead items (transformer and switchgear) for the substation, which was awarded to PCI Skanska. This committee meeting was for the substation itself. Due to irregularities in the original bids for just the electrical infrastructure itself, re-bids were requested. At the 2-25-20 Board of Trustees meeting, the full Board voted to grant authority to the Finance/Revenue Committee to approve bids on these projects.

### **New Campus Substation – Contract #2**

**Industrial Contractors Skanska – Evansville, Indiana**

**Base Bid \$570,211.00**

### **REPORTS FROM THE ADMINISTRATIVE LEADERSHIP**

#### **Recruitment/Enrollment Report**

The report from Heidi Whitehead, Director of Admissions, was emailed to the Board prior to the meeting for their review. Heidi reported that registrations continue to take place and that a virtual Start VU has been implemented. There are approximately 500 students that are signed up for Start VU sessions that have not been registered into classes; a lot of which is due to getting the placement testing completed. President Johnson added that bachelor degree enrollments are trending up in most bachelor degree areas. He had asked Heidi to breakdown accepted applications by race, ethnicity, and gender for the Vincennes campus. VU will be adding an element to the Strategic Plan Priority One, with respect to recruiting students that will measure our diversity across race, ethnicity, and gender to ensure we are maintaining a diverse class and providing them with opportunities for success, as well as manage the achievement gap for some of these populations.

Chair Stachura asked if the university is having any problems getting all the necessary supplies, i.e. disinfectant, masks, PPE, shields. President Johnson responded that Michael Morrison has done a great job of sourcing items such as masks, disinfectant chemicals, and has been able to purchase the components to make our own hand sanitizer and get it distributed across all VU locations and sites. He also stated that we have, thus far, been able to source adequate numbers of plexiglass for shielding. VP Waldroup stated we are making sure we have at least a 3-month supply and are staying ahead of that to ensure that if another surge of the virus does take place, we have adequate chemicals and disinfectants. She also reported we have on order 25,000 masks that we plan to distribute.

#### **Marketing/External Relations Report**

Sarah Fortune, Senior Director of External Relations, gave an update on the following areas:

**Website** – Phase 1 was recently released, which concentrated on a nice, consistent look and feel with a responsive interface, which makes it easily viewable on any device. Phase 2 consisted of taking a deep dive to carefully organize content. Phase 3 will deal with advanced features for interactive use. Phase 4 will be focused on the “bells and whistles,” i.e. fun things on the website.

**Social Media** – Sarah reported that a record number of click throughs to our website have taken place.

**News Coverage** – Sarah reported that Marica Martinez has been doing an excellent job cultivating news stories from working with deans, faculty, and staff, as well as building relationships with media outlets, all to broaden the VU story.

**Paid Advertising** – Sarah reported she is very excited about the results we are seeing from our paid advertising campaigns. Since January, we have spent a total of \$30,192.00 on digital ads, and out of that, have had 907 applications that began – 201 of those were submitted. We also saw an additional 184 applications that began from the Common App program. External Relations has partnered with Institutional Research, MIC, and faculty member, Jaci Lederman to set up advanced tracking features, which will prove very helpful in regards to how many students see our ads, decide to apply to VU based

on an advertised message, and then track them through the life cycle, i.e. applying, Start VU, how many semesters they were here, etc.

Lastly, Sarah reported on a passion project being explored is a student-based advertising agency, which would include marketing, business, broadcasting, journalism, and design majors, and would be focused on telling the VU story.

### **Data Modeling Report**

Dale Pietrzak, Senior Director of Institutional Effectiveness and Research, reported his office has been working with Admissions and several other offices to assess data and build better models to help them in their marketing efforts. A series of enrollment projection models were built based primarily on the Vincennes and Jasper campuses, which looked at incoming, as well as continuing students. Following are the numbers and projections, as of 6-11-20, that Dr. Pietrzak presented:

#### **Enrollment trends**

Vincennes: 2019 – 3,189 / Projected 2020 – 3,110

Jasper: 2019 – 460 / Projected 2020 – 537

#### **Incoming & continuing students**

Incoming: Vincennes: 2019 – 1,487 / Projected 2020 – 1,905 / Continuing: 2019 – 1,595 / Projected 2020 – 1,455

Incoming: Jasper: 2019 – 227 / Projected 2020 – 373 / Continuing: 2019 – 215 / Projected 2020 – 256

Trustee Sievers asked if one of the factors affecting the numbers is perhaps students are waiting to find out what VU will be doing, in regards to the fall semester. Dr. Pietrzak responded that the next few weeks will be critical to determining how stable these models will be, but that one of the things these models provide is a baseline and a target to aim for, as well as how to target certain students. President Johnson stated that he so pleased to have Dr. Pietrzak on board, because he brings a capability we have not had in the past and is something we have needed for some time, as these models give us a great foundation on which to build.

### **PRESIDENT'S COMMENTS**

- The President congratulated the staff members who had been approved for promotion.
- On June 1<sup>st</sup>, VU sent a statement to all students, faculty, and staff, as well as promoting it on social media, affirming that VU is committed to diversity and maintaining an environment where everyone feels safe, protected, and supported; and to reaffirm our commitment in training and educating the next generation of public safety officers.
- Work continues to be completed on many projects around campus, which include campus infrastructure, French Quarter Student Housing, Summers Center, and Shircliff Humanities building.
- VP Waldroup reported on the claim process involving Harrison Hall. The insurance company spent several weeks on campus doing a detailed approach for a replacement value for the dormitory. We also consulted with Gibraltar Design, an architecture firm we have used in the past, to conduct a preliminary review. We have also hired a forensic engineer to conduct a detailed study and report, as our task at hand is to get the most value back to the University for this facility.
- Addressing Chair Stachura's question regarding international students from China being allowed to come to the University in the fall, President Johnson reported that Rad Wang, a representative of R1SE Education, has been working hard to raise VU's profile in areas of China we have not had relationships with in the past and are seeing some positive traction from his efforts. Whether we see these students on campus this year remains a question at this point, but are also working to find ways to help those students get started online if they cannot be here physically. We are also looking to convert some of our EAL (English as an Additional Language) courses to an online format, so students can begin working on their English language training through VU.
- Provost Treanor introduced a new member to her team – Whitney Daugherty. Whitney is the new Assistant Provost for Students Affairs & Dean of Students. Provost Treanor also reported that Parent & Family Services, Counseling, and the Office of Accommodations and Diverse Abilities will now report to the Dean of Students, all of which will offer great support to our students. Lastly, the Provost reported on the retirement of Dawn Brewer, who served on the Vincennes campus for 32 years. Adam Booher, former Director of Student Activities, will take over Dawn's position of Director of Housing and Residential Life, and Dawn has graciously agreed to consult and assist Adam as he transitions to this new position. It was noted that Dawn had planned to retire earlier in the year, but chose to stay and help the University during all the changes due to the COVID crisis.
- Face-to-face instruction will resume on July 6<sup>th</sup>, the start of the Summer II term, as well as staff returning from remote working and telecommuting. Camps and off-campus events that were scheduled for July remain canceled. August events will be reviewed.
- The President expressed much appreciation to chairs Deb Bedwell, Rick Kribs, Matt Schwartz and all the members of the COVID-19 Action Teams for all their hard work. He also extended his thanks and appreciation to Michael

Morrison, Andrew Young, and Bill Kroeger for all their hard work in ordering and obtaining supplies, as well as implementing the physical changes that need to be in place in order to keep students and staff safe.

- The President affirmed the academic calendar for 2020-21 will start August 17<sup>th</sup> and end May 7<sup>th</sup>, as detailed below

### **Fall Semester**

Start Date: August 17, 2020 (no change)

End Date: December 11, 2020 (no change)

Faculty Report: August 10, 2020 (no change)

Fall Break: Postponed from original October 12-13 dates to November 30-December 1 (Monday and Tuesday after Thanksgiving)

University Holiday will be November 30

### **Instructional Delivery Model:**

Face-to-face instruction through Tuesday, November 24 (prior to Thanksgiving)

After Thanksgiving, instruction will be online or remote delivery only

Final Exams delivered online or remote format

### **Residence Halls:**

Residence hall capacity will be reduced in order to promote social distancing and reduce crowding in shared spaces, such as lounges and bathrooms. Students will have the option of remaining in the residence hall after Thanksgiving, through the end of fall semester. Students who move out at Thanksgiving will receive a pro rata credit for remaining room and board charges.

### **Spring Semester**

Start Date: January 19, 2021 (postpone one week)

End Date: May 7, 2021 (no change)

Faculty Report: January 11, 2021 (postpone one week)

Spring Break: No Spring Break (extra week of mid-year break)

University Holiday will be January 4

### **Instructional Delivery Model:**

Online instruction January 19 through January 29 (first two weeks)

Face-to-face instruction begins February 1 through April 30

Final exams delivered through traditional format

### **Residence Halls:**

Residence hall capacity will be reduced in order to promote social distancing and reduce crowding in shared spaces, such as lounges and bathrooms. Students will have the option of moving into the residence halls during the weekend prior to the start of the semester through the start of face-to-face instruction. Students who wait until the weekend of January 30-31 to move in will receive a pro rata credit for the reduction of room and board charges.

Chair Stachura expressed his appreciation to President Johnson, Provost Treanor, and VP Waldroup for their updates, and to all the faculty and staff for all the hard work that has been done during such uncertain times. He also welcomed Whitney Daugherty aboard and looks forward to all the great work that will be coming from her area.

### **Adjournment**

With no further business to come before the Trustees, the Regular Session adjourned at 11:30 a.m. (EDT).

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J.R. Gaylor, Secretary

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John Stachura, Chair