

**VINCENNES UNIVERSITY BOARD OF TRUSTEES**  
**MINUTES OF REGULAR SESSION**  
**Wednesday, December 6, 2023 – 10:15 a.m. (EST)**  
**Shake Learning Resource Center – Innovation Room #12**  
**130 E. College Avenue**  
**Vincennes, IN 47591**

**Members Present:**

Mike Sievers, Chair  
Darrel Bobe (Zoom)  
Scott Brand  
Kelly Clauss (Zoom)  
Jeff Cochren  
J.R. Gaylor (Zoom)  
Reggie Henderson (Zoom)  
Chuck Johnson, President  
Gayle Baugh, Student Trustee  
Greg Parsley  
Rick Schach (Zoom)  
John Stachura  
Don Villwock

**Others Present:**

Brent Stuckey, Attorney for the Board  
Nancy Irwin, Record Clerk for the Board  
Laura Treanor, Provost  
Dave Tucker, Vice President for Workforce Development/  
Community Services (Zoom)  
Tim Eaton, Vice President for Financial Services (Zoom)  
Tony Hahn, Vice President for Government and Legal Affairs

**CALL TO ORDER**

Chair Mike Sievers called the meeting to order at 10:15 a.m. (EST) in the Innovation Room #112 in the Shake Learning Resource Center in Vincennes, Indiana.

**ROLL CALL**

Nancy Irwin called the roll. A quorum was declared with 13 Trustees present.

**APPROVAL OF MINUTES**

Minutes of the 10-2-23 Executive Session and Regular Session and the 11-15-23 Finance/Revenue Committee meeting had been distributed. With no questions from the Board, Chair Sievers requested a motion be made to approve the minutes. Trustee John Stachura made a motion to approve the minutes and Trustee Don Villwock seconded the motion. A roll call vote was taken, and there were 13 yeas and 0 nays, with the minutes passing unanimously.

**CHAIRMAN'S REMARKS**

Chair Sievers complimented everyone who was involved with the planning of the Midyear Commencement ceremony last Saturday, and also stated how impressive it was to see the number of students who graduated with honors. Mr. Sievers also updated the Board on the following committee changes:

- VU/VU Foundation Committee – As the newly appointed Chair of the Board of Trustees, Chair Sievers will step in at the Board Chair position on this committee, but has asked Trustee John Stachura to remain on this committee. He complimented Trustee Stachura on the great work he has done on this committee and would value his continued presence and input.
- Finance/Revenue Committee – Board Chair Sievers is stepping down as Committee Chair and has asked Trustee Scott Brand to take on the role as Chair of this committee. In addition, Board Chair Sievers has asked Trustee John Stachura to be a member of this committee as well.

Chair Sievers also reported on the Executive Session and the discussion regarding President Johnson's annual evaluation and contract review. He shared that the President's contract will be extended another year to December 31, 2026. Chair Sievers also expressed appreciation on behalf of the Board to President Johnson and his continued tremendous work for the University. Trustees Scott Brand and John Stachura shared their appreciation as well for the incredible work the President continues to do for the institution and the impact he is making for the University. Student Trustee Gayle Baugh spoke on behalf of the students of Vincennes University and praised the President for being so engaged with students and being so diligent to listen to their concerns. She also stated that many of the students comment how great it is to actually know who the President is because he makes efforts to get to know them.

### **MOTION # 23-16**

Chair Sievers asked for an approval and motion for the extension of President Johnson's employment contract; Trustee John Stachura made a motion to approve and Trustee Rick Schach seconded the motion. A roll call vote was taken, and there were 12 yeas and 0 nays, with President Johnson abstaining from the vote. The motion passed unanimously.

### **Action Items:**

### **PERSONNEL & NOMINATING COMMITTEE REPORT:**

#### **Election of Board Officers**

Committee Chair Rick Schach reported that the Personnel & Nominating Committee had met and brought forth a recommendation to elect Reggie Henderson for First Vice Chair, Scott Brand for Second Vice Chair, and J.R. Gaylor for Secretary for the Board of Trustees.

### **MOTION # 23-17**

Committee Chair Schach made the motion and Trustee John Stachura seconded the motion. A roll call vote was taken with 13 yeas and 0 nays, with the motion passing unanimously.

### **UNIVERSITY AFFAIRS COMMITTEE REPORT:**

#### **Curriculum Items**

Committee Chair Henderson asked Provost Treanor to present information regarding this action item. Provost Treanor presented the following curriculum items to the board regarding a program suspension and program deletion.

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

#### **Program Suspension**

- *Biomedical Equipment Technician Concentration 8361, ASCT (TEC-2)*
  - **Rationale:** In the last few years, the College of Technology has had very few students enrolled in the Biomedical Equipment Technician program. The program lacks the required 15 credit hours of unique coursework to act as a standalone degree when completed alongside the Electronics Technician 8360 ASCT and needs significant curriculum changes to meet current industry standards. Current students have the option to continue in the Biomedical Technician 8361 program in a teach-out arrangement or they may opt to continue a degree track in Electronics Technician ASCT 8360 with no loss of course credits since both degrees use the same first-year courses.

#### **Program Deletion**

- *Restaurant and Food Service Management 7750, AS (BPS-2)*
  - **Rationale:** The major was suspended in 2021 due to no "new" enrollment over several years. Only students accounting for a small portion of the Hospitality majors were taking some of the classes either to get a second major, or fill a schedule while completing their initial major.

### **MOTION # 23-18**

With no questions from the Board, Committee Chair Henderson made a motion to accept these Curriculum items and Trustee Don Villwock seconded the motion. A roll call vote was taken with 13 yeas and 0 nays, with the motion passing unanimously.

### **Conflict of Interest Statements:**

Tim Eaton, Vice President for Financial Services, stated that the University is required annually to report Conflict of Interest statements by employees who have financial relationships with the University. VP Eaton recommended that the Conflict of Interest statement for J.R. Gaylor, which is attached to these minutes, be accepted by the Board.

### **MOTION # 23-19**

With no questions from the Board, Trustee Don Villwock made a motion to approve the Conflict of Interest Statement for J.R. Gaylor and Trustee Scott Brand seconded the motion. A roll call vote was taken with 12 yeas and 0 nays, with Trustee Gaylor abstaining from the vote. The motion passed unanimously.

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

Committee Chair Scott Brand asked Vice President Eaton to review the following information that was discussed and approved at the November 15, 2023 committee meeting.

#### Technology Center/Ebner Hall – HVAC Renovations

Information was presented regarding bids received to replace a chiller that services part of the Technology Building as well as the Ebner Hall portion of the building. Another portion of the project involves the second floor of the building (Ebner Hall section) and the removal of the groundwater heat pump from that portion of the building; this will allow all four floors of the building to be on the same system.

#### Base Bid #1 – General Construction – VSC

H.G. Heinz, Inc. – Vincennes, IN 47591

Base bid	\$314,000.00
Alternate #1	\$576,000.00
Alternate #2	\$ 22,000.00
Total Recommended Award	\$912,000.00

#### VUJC – Ruxer Student Center – Partial HVAC Renovations

Information was presented regarding bids received to replace the cooling tower, which was over 30 years old, for this building on the Jasper Campus. Interior heat posts and associated piping that go along with this project will also be replaced.

#### Contract # 1 – Mechanical Construction

Mehringer Plumbing & Heating – Jasper, Indiana

Base Bid	\$695,000.00
Total Recommended Award	\$695,000.00

#### New Center for Health Sciences

Committee Chair Brand asked Vice President Eaton and Andrew Young, Director of Architectural Services and Facilities, to provide an overview of the New Center for Health Sciences project and bid schedule. This will be a 70,000+ square foot building which will serve as the new home for Nursing programs, Surgical Technology, Physical Therapy, Pharmacy Technology, and Funeral Services with a total budget of \$33.9 million dollars. The anticipated schedule is for bids to be received in January, 2024 and construction to begin in February, 2024. President Johnson reminded the Board that this project was part of the budget that was approved at the June 14, 2023 board meeting and the funds for this project are in the process of being received by the state. Due to some time constraints of the next full board meeting not being until February 27, 2024, Committee Chair Brand is asking for the full Board to authorize the Finance/Revenue Committee to approve forthcoming bids so work can begin on the project. VP Eaton reminded the Board they will all be informed of any committee meeting and bid information.

#### MOTION # 23-20

With no questions from the Board, Trustee Don Villwock made a motion to grant authority to the Finance/Revenue Committee to review and approve forthcoming bids for the New Center for Health Sciences and Trustee John Stachura seconded the motion. A roll call vote was taken with 13 yeas and 0 nays, with the motion passing unanimously.

#### REPORTS FROM THE ADMINISTRATIVE LEADERSHIP

##### VU Volleyball Team

Coach Gary Sien and members of the VU Women's Volleyball team were celebrated at the meeting for their third-straight undefeated Region 24 Championship, as well as reaching the NJCAA Midwest District A Championship game for the first time since moving to the NJCAA Division I level. This fall, the Trailblazers achieved a 32-7 record, the most wins in program history since moving to the NJCAA Division I level. Their outstanding teamwork, victories, post-season honors, and high team GPA were celebrated by the Board and all in attendance.

##### Innovative Teaching Summit

Dr. Cynthia Ragle, Dean of the College of Social Science, Performing Arts, and Communication shared a report from this exciting event that took place on the Vincennes Campus in October. The summit was attended by 150 educators, teachers, administrators, and VU Education majors from diverse education levels and backgrounds. Ideas and strategies related to supporting underserved populations, STEM, technology tools, and effective learning environments for all students were showcased during the event. The summit offered a range of breakout sessions, including diverse topics such as the science of reading, supporting diverse learners, teacher and student well-being, STEM education, and educational technology. The event also featured a Technology Playground for hands-on learning. Trustee Greg Parsley and Student Trustee Gayle Baugh both praised the summit and the opportunities that are provided not only to Education students at Vincennes University but to educators across the state.

### **Updates from External Relations**

Sarah Fortune, Senior Director of External Relations, reported updates on the following projects:

- Implementation of ticketing system for support requests
- Website analytics and redesign
- University events; Pre-college campers increased by 57% and Third-party campers increased by 48%
- Online news room; many stories were picked up by the Associated Press and other news outlets
- Revamping of rack cards and other print materials
- Marketing analytics on streaming audio/video ads
- Videos focused on recruitment in specific areas (Nursing, Performing Arts, drone tour of campus)
- Programmatic marketing expansion
- Next steps for External Relations
  - Form a media strategy committee
  - Sports marketing coordinator
  - Marketing strategist
  - Videographer

### **Update from Admissions**

Sarah McLin, Director of Admissions, reported encouraging updates in the following areas of Admissions:

- System-wide there is a 10% increase in enrollment and a 7% increase in FTE numbers. Enrollment numbers for the Fall of 2024 are currently at a 4-year high for admitted students for this point in time
- Since August 14, 2023, 5,000+ visitors have been on campus through a variety of events – Pre VU Day, Counselor Day, Knox County Visit Day, and JAG Day
- Communication continues to improve through the Slate CRM (Customer Relationship Management)
- Collaboration with Information Technology, Records, External Relations, and Academic Faculty and Staff continues to produce positive results
- Focus and efforts continue in the areas of interactive resources, recruitment, application portal redesign, and building the Admissions team

President Johnson applauded the great work of the entire staff in External Relations and Admissions and how all their efforts are clearly producing positive, productive results for the University.

### **PRESIDENT'S COMMENTS**

- The President thanked Coach Sien and the student-athletes for all their accomplishments and for representing Vincennes University so well.
- Congratulations were extended to the newly appointed Board officers.
- The President thanked the Board for all their support regarding the new Center for Health Sciences, and praised Andrew Young and his entire team for their continued great work.
- A preliminary report has been received from NFP regarding the compensation study. Further discussion on the report will take place at the Board Retreat in February.
- Final exams are taking place this week, and on December 2<sup>nd</sup> the Midyear Commencement ceremony took place at the Red Skelton Center. The President thanked Laura Carie, Nancy Irwin, Becky Little and the Registrar's Office, Whitney Daugherty and the Student Affairs team for all their hard work in making it a special event.
- Cram Jam (midnight breakfast) took place last night in Tecumseh Dining Center for students. The President thanked Sodexo and the faculty and staff who volunteered to help with the fun event.
- The President reported on his recent trip to China; his first trip back since the pandemic. He was able to meet with VU alumni, educational partners, and a group of our online cohort students. He thanked Rad Wang and Shanni Simmons for creating this cohort that has become a tremendous success for VU. He also discussed a potential partnership with some individuals in Singapore.
- Tony Hahn, Stephanie Stemle, and Angela Dougherty continue to work with various grant initiatives:
  - The *College and Community Connections Grant* (\$25 million grant) targets four main areas, which are housing, childcare, quality of place, and Ag Tech. The application is due in March of 2024.
  - *Science of Reading Grant* – Dean Ragle, Ann Herman, Lisa Miller and Education faculty have invested much work into this effort.
- In October, the Aviation Technology Center celebrated the \$4.5 million state-funded initiative focused on Indiana's aviation industry and the launch of our partnership with AAR. The President praised the hard work of Mike Gehrich and Dean of Technology, Ty Freed, for this important and vital partnership.
- In November, Vincennes University launched a new industrial maintenance training lab at the Jackson County Learning Center in Seymour. The President thanked Vice President Dave Tucker for all his great work in leading this effort.

- The President shared the exciting news regarding the announcement that AgroRenew will build its bioplastics facility in Knox County, and the opportunity the University has to provide industrial maintenance training and workforce development.
- Ribbon cuttings for the Design and Innovation Studios are currently taking place in the Knox County public schools. The President also shared that plans are in motion for a training center to be housed in the Summers Center and will provide training opportunities for educators across the state. Our partnership with Purdue IN-MaC and the Lilly Endowment have been integral to the support of this initiative.
- President Johnson congratulated Michael Morrison, Director of Procurement and Risk Management, for being awarded the Ralph W. Adams, Jr. Supplier Diversity Trailblazer Award for his great work advocating for supplier diversity in Indiana.
- The President extended kudos to Conya Wampler and the entire Financial Services/Accounting team for yet another round of successful audits by the State Board of Accounts. The team also received tremendous praise from the State Board of Accounts personnel.
- A recent announcement was made regarding VU's eligibility for the Aspen Prize, placing VU among the top 15% of community colleges nationwide. VU was eligible for this prize in 2019 as well. The President stated all of this is due to the continued hard work and dedication of faculty and staff on behalf of VU and our students.
- The President concluded his remarks by thanking the Board for their continued support and confidence in the work he continues to do on behalf of the University. He stated he was blessed to be able to work with such an incredible group of people and also thanked his leadership team for all of their tremendous work.

#### **Adjournment**

With no further business to come before the Trustees, the Regular Session adjourned at 12:05 p.m. (EST)

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J.R. Gaylor, Secretary

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Mike Sievers, Chair

## UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

Indiana Code 35-44.1-1-4 provides that it is a Level 6 Felony for a University employee to benefit financially from a contract or purchase connected with the University, unless the University employee files a written disclosure statement prior to the University taking final action on the contract for purchase, which discloses the employee's financial interest in the contract or purchase. The disclosure statement must be approved by the Board of Trustees and filed with the Indiana State Board of Accounts. The work performed for the University by the employee must be unrelated to the contract or purchase. In addition, a written disclosure statement is required if the employee's spouse and child may financially benefit from a purchase or contract of the University over which the University employee has some direct or indirect responsibility.

I acknowledge that it is my responsibility to be familiar with the provisions of Indiana Code 35-44.1-1-4 and with the University's Conflict of Interest Policy. In compliance with Indiana Code 35-44.1-1-4, I make the following disclosure statement:

1. My name: J.R. Gaylor  
\_\_\_\_\_
2. My title or position with the University: Trustee  
\_\_\_\_\_
3. This statement is submitted (check one):
  - a. \_\_\_\_\_ as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the University; or
  - b. X as an "annual" disclosure statement, as to my financial interest connected with contract or purchases of the University made on an ongoing basis.
4. Name of contractors or vendors with whom the University does business from which I may financially benefit: Associated Builders & Contractors of Indiana/Kentucky  
\_\_\_\_\_  
\_\_\_\_\_

5. Description of University contracts or purchases from which I, my spouse, or my children may financially benefit (describe the kind of contract or purchase and the amount of money involved in the contract or purchase): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Description of my financial interest in the contractor or vendor (describe the amount of your ownership interest in the contractor or vendor, and the amount of financial benefit you would expect to receive from the University's contract or purchase from the contractor or vendor): See Attachment A  
\_\_\_\_\_  
\_\_\_\_\_
7. Dates of expected contracts or purchases between the University and the contractor or vendor: See Attachment A  
\_\_\_\_\_  
\_\_\_\_\_

I affirm under the penalties of perjury the truth and completeness of the foregoing Conflict of Interest Disclosure Statement. I ask the University Vice President for Financial Services to file this Conflict of Interest Disclosure Statement with the Board of Trustees for their acceptance and with the Indiana State Board of Accounts.

Dated 9/01/2023

  
\_\_\_\_\_  
Signature

## **Attachment A**

### **CONFLICT OF INTEREST DISCLOSURE STATEMENT**

This Conflict of Interest Disclosure Statement is submitted to the Vincennes University (University) Board of Trustees pursuant to Indiana Code 35-44.1-1-4.

I serve as President of the Associated Builders and Contractors of Indiana (ABC), which is a S01(c) (6) trade association. Serving as President, my salary is derived from two sources which fall under the Associated Builders & Contractors umbrella; one being the Associated Builders and Contractors of Indiana and the other being the Associated Builders & Contractors of Indiana Apprenticeship Trust.

Vincennes University has received \$4,550,000, which is for the sole purpose of providing apprenticeship training programs approved by the United States Department of Labor, Bureau of Apprenticeship and Training; and by which the State of Indiana is funding these training services, pursuant to IC 22-4-25-1; and University, as defined by its scope of work from the Indiana Department of Workforce Development, has entered into sub grant agreements with ABC to undertake all training responsibilities. These sub grants, at the discretion of the University and the Department of Workforce Development, shall be ongoing and renewed annually.

I will not personally benefit financially from the sub grant; however, in the spirit of full disclosure, I am providing this written Conflict of Interest Disclosure Statement. I will recuse myself from any Board discussions about the proposed agreement between University and ABC, and I will abstain from voting on the matter.

I am submitting this disclosure statement to the Board of Trustees prior to our December 6, 2023 meeting, and I ask that the University file this disclosure document with the Indiana State Board of Accounts.

I affirm under the penalties of perjury the truth and the completeness of the foregoing disclosure statement.