

**VINCENNES UNIVERSITY BOARD OF TRUSTEES
MINUTES OF REGULAR SESSION
Wednesday, December 7, 2016
10:45 a.m. (EST)
Vincennes University Beckes Student Union
1101 N. Second Street
Vincennes, Indiana 47591**

Trustees Present:

John Stachura, Board Chair
Darrel Bobe
Scott Brand
Drew Brown, Student Trustee
J.R. Gaylor (by audio)
Reggie Henderson (by audio)
Chuck Johnson, President
Jim McCormick
Susan Olesik (by audio)
Greg Parsley
Rick Schach
Mike Sievers

Others Present:

Brent Stuckey, Attorney for the Board
Laurel Smith, Interim 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

Trustee Absent:

Tim Grove
George Ridgway

CALL TO ORDER

Chair John Stachura called the meeting to order at 10:45 a.m. (EST) in the Fort Sackville Rooms of the Beckes Student Union on the Vincennes Campus in Vincennes, Indiana.

SWEARING IN OF NEW TRUSTEE

Attorney Brent Stuckey swore in the new Student Trustee Drew Brown, who is beginning his second year at VU. Drew is majoring in Conservation Law Enforcement, and his hometown is Muncie. Chair Stachura welcomed Drew to the Board of Trustees.

ROLL CALL/ACCEPTANCE OF AGENDA

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

REPORT FROM NOMINATING COMMITTEE/ELECTION OF OFFICERS

Trustee Rick Schach, Chair of the Personnel/Nominating Committee, reported that the committee had met and is recommending the following slate of officers for the 2016-17 year:

First Vice Chair – Mike Sievers
Second Vice Chair – Reggie Henderson
Secretary – J.R. Gaylor

MOTION #16-34

Trustee Darrel Bobe made a motion to approve the above slate of officers for the VU Board of Trustees for 2016-17. Trustee Greg Parsley seconded the motion. A roll call vote was taken, and there were 9 yeas, 0 nays, and 3 abstentions (Mike Sievers, Reggie Henderson, and J.R. Gaylor), with the motion passing.

APPROVAL OF MINUTES

Minutes of the October 3, 2016, meetings had been distributed. Trustee Rick Schach made a motion to accept the minutes as distributed, 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

Board Chair Stachura congratulated the Women in STEM program that recently took place; VU received lots of good press from that event. Chair Stachura also praised the Men's and Women's Basketball Teams because they are doing so well.

REPORTS FROM TRUSTEE SUBCOMMITTEES

University Affairs Committee

Curriculum Items – Committee Chair Reggie Henderson asked Interim Provost Laurel Smith to report on the curriculum items. Interim Provost Smith reported that the curriculum items, as attached to these minutes, have been approved by the Curriculum and Academic Affairs Committee, the Faculty Senate, the Provost, the President, and the University Affairs Committee. These items include three program suspensions, the addition of one concentration, eight certificate additions, one program restructure, and two academic guideline changes.

MOTION #16-35

Trustee Reggie Henderson made a motion to approve the attached curriculum items, and Trustee Scott Brand seconded the motion. A roll call vote was taken, and there were 12 yeas and 0 nays, with the motion passing unanimously.

Update of Strategic Plan – Committee Chair Henderson asked President Chuck Johnson to give an update on the Strategic Plan. President Johnson reported that a draft form of the Strategic Plan has been distributed to the Trustees, and he is asking the Trustees to review the draft Plan and get any comments back to him by December 16. The next steps are to bring the draft Strategic Plan before the three governance groups and get their feedback, and then bring the final Strategic Plan to the Trustees for approval by the Board of Trustees at its Retreat on February 14.

Finance/Revenue Committee

Vigo Residence Hall HVAC Renovation Bids – Committee Chair Mike Sievers reported that the Committee has approved and is recommending that the Board approve the following bids received for the Vigo Residence Hall HVAC Renovation:

- Contract #1, General Construction – Arc Construction, Evansville, \$1,230,000
- Contract #2, Mechanical and Plumbing Construction – H.G. Heinz, Vincennes, \$4,037,250
- Contract #3, Electrical Construction – Skill Electric, Vincennes, \$384,887
- Total Award -- \$5,652,137

MOTION #16-36

Trustee Mike Sievers made a motion to approve the above bids for the Vigo Residence Hall HVAC Renovation. Trustee Rick Schach seconded the motion. A roll call vote was taken, and there were 12 yeas and 0 nays, with the motion passing.

Terrazzo Flooring Bid for Updike Hall – Committee Chair Sievers reported that the Finance/Revenue Committee approved the bid received for Terrazzo Flooring in the new Updike Hall. Since the bids came in at over \$500,000 but less than \$1 million, the only approval needed is by the Finance/Revenue Committee. Chair Sievers reported that the bid was awarded to Santarossa of Indianapolis in the amount of \$581,000.

REPORTS FROM THE ADMINISTRATIVE LEADERSHIP

Marketing/Enrollment Report

Kristi Deetz, Senior Director of External Relations, distributed the University Recruitment and Enrollment Report in its new format. The report began with an update on the system-wide enrollment and its relationship to the October 15 census date. The total headcount was 12,583 students. A projection model designed by the Office of Institutional Research predicted that the official headcount would fall within the range of 18,211 and 19,191 students. The report

continued with key demographic and geographic attributes of the incoming class. Special emphasis was given to the new students of the Vincennes and Jasper Campuses as well as the Aviation Technology Center and American Sign Language. The third page of the report completed the enrollment update by providing both headcount and FTE totals for the remaining locations and programs.

Ms. Deetz also reported on initiatives supporting fall 2017 recruitment. Activities ranged from improvements to the application process to forging new partnerships with organizations such as the Indiana Latino Institute. In addition, Ms. Deetz shared marketing strategies such as the development of a new marketing theme, the integration of digital storytelling, and the launching of an online newsroom.

The report concluded with a point-in-time view of fall 2017 applications. As of September 23, 2016, the Vincennes Campus had received 1,220 applications with a 54.6 percent acceptance rate. Jasper had 57 applications with a 43.9 percent acceptance rate. American Sign Language reported 9 applications while the Aviation Technology Center reported 13 applications for fall 2017. The acceptance rates were 55.6 and 53.8 percent, respectively.

Student Success Center Update

Mike Gress, Assistant Provost for Curriculum and Instruction/Interim Director of Institutional Effectiveness, was introduced and reported that the Student Success Center was developed approximately four years ago with the goal of improving student success. Now the Center is being expanded to work with more students, and data is now being collected to see how successful the Student Success Center has become.

Mr. Gress then introduced Michelle Cummins, Director of the Student Success Center, who gave a brief report on the Center. She reported that the Center coordinators are now advising and counseling various high at-risk groups. These groups include the University College students and also General Studies, Law Enforcement, and Conservation Law Enforcement majors. These specific majors were chosen because the advisee/advisor ratio is high. Baseline reports have been analyzed, and goals have been established for future retention. The final group of students that will continue to be supervised by the Student Success Center is the academic readmits. It was projected that 50 percent of the readmit students will be successful in the 2016 Fall Semester. The Student Success Center has also been gathering data from a written survey on its use and evaluation. Thus far, 100 percent of the students surveyed have been happy with their overall experience with the coordinators and would return in the future.

Lebanon Facility Update

Dave Tucker, Vice President for Workforce Development/Community Services, reported on the Gene Haas Training and Education Center in Lebanon. That 25,000 square foot facility opened on December 9, 2015, and is co-located with the Gene Haas Sales Office. Three different disciplines are offered in this building: CNC Machining, Industrial Maintenance, and Metrology. Industrial Maintenance began its first class in January 2016; CNC Machining began in February; and Metrology began in May. Other activities held throughout the year at the Haas Center included the hosting of monthly Manufacturing Resource Network meetings; an open house and tours for the Lebanon Community School Corporation and the Lebanon community at large; HAAS Factory Outlet open house for industry partners; HTEC Midwest Conference; HAAS Factory Outlet Demo Day; Junior Achievement Job Spark with over 7,500 8th graders attending; Manufacturing Day Kickoff; Mastercam 2017 Rollout with industry partners; Education Involvement Workforce Innovation Network Grant implementation; and various workshops.

PRESIDENT'S COMMENTS

President Johnson asked Vice President Phil Rath to give some comments regarding items going on in his area. VP Rath gave the following report: 1) Recently had an excellent audit exit interview with the State Board of Accounts; he appreciates all that the staff in the Financial Services Area does; 2) Updike Hall is on schedule for completion; 3) the Indiana Commission for Higher Education's recommendation for state capital projects is out today, and VU has several on the list; and 4) tomorrow, President Johnson will give a budget presentation to the State Budget Committee;

President Johnson gave the following reports on various items going on at VU: 1) He welcomed Drew Brown to the Board of Trustees as the new Student Trustee; 2) VU hosted Leah Curry of Toyota as the guest speaker for the Women in STEM presentation that took place on December 1, and thanked Ashton Singleton, Dean Ackerman, Paul Wilder, Brent Magruder, and many others for their part in making this program successful; 3) Current President of TMML, Norm Bafunno, is transferring to Texas, and Millie Marshall will serve as the new President beginning on January 1;

4) We are making progress in preparing the MOU between VU and Purdue regarding a direct admission by VU students into Purdue's Engineering Program; 5) Many people are working on the preparation of the AQIP Portfolio which is due to the Higher Learning Commission in early summer 2017; 6) Budget presentation tomorrow, December 8, to the State Budget Committee, which will show how VU is central to Indiana workforce needs; and 7) Midyear Commencement is this Saturday, December 10, at the Skelton Center.

Adjournment

There being no further business to come before the Trustees, the Regular Session adjourned at 11:50 a.m. (EST).

J.R. Gaylor, Secretary

John A. Stachura, Chair



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November 8, 2016

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 Interim Provost Laurel A. Smith and President Charles R. Johnson, Jr.

Program Suspensions

- Natural Resources and Environmental Sciences – Earth Science Concentration 4462 (AS)
- Manufactured Housing Component Assemblies Certificate 9100 (CPC)
- Manufactured Housing Core Objectives Certificate 9101 (CPC)

Concentration Addition

- Culinary Arts – Baking and Pastry Arts Concentration 7255 (ASCT)

Certificate Additions

- Information Technology Certificate 5515 (CG)
- Automotive Service Certificate 8035 (CG)
- Auto Body Repair Certificate 8075 (CG)
- Construction Carpenter Assistant Certificate 8243 (CG)
- Computer Networking Fundamentals Certificate 8258 (CG)
- Diesel Service and Maintenance Certificate 8277 (CG)
- Machinery Repair Assistant Certificate 8483 (CG)
- Right Skills NOW CNC Machining Certificate 9366 (CPC)


Program Restructure

- Electronics Technology – General Technology Concentration 8365 (ASCT)

Academic Guidelines and University Core Curriculum Items

- Academic Guidelines Curriculum Proposal, AG-1, 2016-17 – Residency Requirements for Graduation
- Catalog Revisions for Placement Testing of International Applicants

Approved:


Charles R. Johnson, Jr., President


Laurel A. Smith, Interim Provost

PROPOSED CURRICULAR CHANGES AS RECOMMENDED BY CURRICULUM AND ACADEMIC AFFAIRS COMMITTEE

*Prepared for the Board of Trustees, 11-8-16
Board Meeting 12/7/16*

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.
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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 Suspensions

- Natural Resources and Environmental Sciences – Earth Science Concentration 4462 (AS)
Rationale: The concentration is no longer needed as students will be able to make the same choices in the major. This will streamline the department offerings.
- Manufactured Housing Component Assemblies Certificate 9100 (CPC)
- Manufactured Housing Core Objectives Certificate 9101 (CPC)
Rationale: The certificates are not needed as the manufactured housing courses are no longer offered at B&I North, and there are no plans to offer them in the future.

Concentration Addition

- Culinary Arts – Baking and Pastry Arts Concentration 7255 (ASCT)
Rationale: The new concentration under Culinary Arts will provide more graduates with extensive training in the pastry arts to help fulfill the increased demand for pastry chefs. Projected enrollment is 6-10 students the first year with an increase of 2-3 per year over the first five years.

Certificate Addition

- Information Technology Certificate 5515 (CG)
Rationale: The certificate will give VU students who take dual credit courses the opportunity to earn a certificate and possibly entice them to complete the additional hours required for IT associate degrees at Vincennes University. Projected enrollment is 25-30 the first year, and increasing an additional 20 per year over the remaining five year period.
- Automotive Service Certificate 8035 (CG)
Rationale: The certificate will give students at the Vincennes Campus and Early College sites a curriculum plan that will enable them to be employed as basic skill-level automotive service technicians. Projected enrollment is 30-40 students per year over a five year period.
- Auto Body Repair Certificate 8075 (CG)
Rationale: The certificate will give students at the Vincennes Campus and Early College sites a curriculum plan that will enable them to be employed as basic skill-level auto body repair technicians. Projected enrollment is 30-40 students per year over a five year period.

- Construction Carpenter Assistant Certificate 8243 (CG)
Rationale: The certificate will give students at the Vincennes Campus and Early College sites a curriculum plan in construction that will enable them to be employed as an entry-level construction carpenter assistant. Projected enrollment is 30 to 40 students per year over a five year period.
- Computer Networking Fundamentals Certificate 8258 (CG)
Rationale: The certificate will give students at the Vincennes Campus and Early College sites a curriculum plan in computer networking that will enable them to be employed as entry-level network technicians and help desk personnel. Projected enrollment is 30 to 40 students per year over a five year period.
- Diesel Service and Maintenance Certificate 8277 (CG)
Rationale: The certificate will give students at the Vincennes Campus and Early College sites a curriculum plan that will enable them to be employed as diesel service assistants. Projected enrollment is 30-40 students per year over a five year period.
- Machinery Repair Assistant Certificate 8483 (CG)
Rationale: The certificate will give students at the Vincennes Campus and Early College sites a curriculum plan that will enable them to be employed as machinery repair assistants. Projected enrollment is 30-40 students per year over a five year period.
- Right Skills NOW CNC Machining Certificate 9366 (CPC)
Rationale: The certificate will enhance Vincennes University's reputation within the advanced manufacturing industry and will strengthen the students' employability portfolios. Projected enrollment is 72 or more students each year over the first five years.

Program Restructure

- Electronics Technology – General Technology Concentration 8365 (ASCT)
Rationale: The program will be restructured back to its original format to allow students to choose a variety of technology skills to meet a wide variety of career goals and the needs of industry.

Academic Guidelines and University Core Curriculum Items

Academic Guidelines Curriculum Proposal, AG-1, 2016-17 – Residency Requirements for Graduation

The Curriculum and Academic Committee and Faculty Senate support the revisions to the "Residency Requirements for Graduation" policy under Academic Guidelines in the VU Catalog.

Requirements for Graduation

- In order to graduate, all students, whether baccalaureate or associate degree level, must achieve a minimum 2.0 cumulative GPA (C average) exclusive of hours marked W (Withdrawal) and developmental courses. In order to receive a degree in a particular major course of study, the number of required hours may exceed sixty.
- Credits toward graduation will be accepted from accredited transfer institutions of higher education; CLEP general examinations or subject examinations; USAFI, ECE, or DANTES courses or tests; service school courses and military science credits in accordance with the ACE Guide; and, College Board Advanced Placement Program.
- All students must earn a minimum of 30 semester hours of credit toward a baccalaureate, and 18 15 semester hours of credit toward an associate degree from the University. This does not apply to programs in which specific residency guidelines are stipulated. Nor does it apply to students currently enrolled in the Technology Apprenticeship Option or who have served under a Servicemembers Opportunity College (SOC), Servicemembers Opportunity College—Associate Degree (SOCAD), Servicemembers Opportunity College—Marine Corps (SOCMAR), or Servicemembers Opportunity College—Navy (SOCNAV-2) program agreement.
- All active duty military personnel covered by SOC, SOCAD, SOCMAR, or SOCNAV-

2 agreements must complete at least fifteen semester hours in courses from accredited colleges and universities, and of these fifteen, at least six hours must be earned through Vincennes University courses.

Catalog Revisions for Placement Testing of International Applicants

The Curriculum and Academic Affairs Committee and Faculty Senate support the proposed catalog revisions for placement testing of international applicants.

International Applicants

To apply for international admission at Vincennes University, international applicants must submit the following materials:

- International Application
- Official high school/secondary school transcript in English showing the equivalent to a U.S. high school diploma. Completion of Form 5, or equivalent, may be accepted.
- Official sponsor's statement
- Certified copy of the sponsor's bank statement
- Application fee
- Clear copy of the student's passport

A Test of English as a Foreign Language (TOEFL) score is not required for admission. Students who have completed the English as an Additional Language (EAL) requirements through a Commission on English Language Accreditation (CEA) accredited program, verified on the student's transcript, will take the College Placement Test before registering for college-level courses. Students who have not met the EAL requirements or who submitted a TOEFL score below 71 iBT or an IELTS score below 6 must take the English Language Proficiency Test administered by the EAL Program. For more details about international admission requirements, go to <https://my.vinu.edu/web/international-students/international-prospective-students>.