

**VINCENNES UNIVERSITY BOARD OF TRUSTEES
MINUTES OF REGULAR SESSION
Wednesday, December 4, 2019 – 10:30 a.m. (EST)
Vincennes University
Indiana Center for Applied Technology (ICAT) Building – Room 142
1500 N. Chestnut Street
Vincennes, Indiana 47591**

Members Present:

John Stachura, Chair
Dartanyan Abney, Student Trustee
Darrel Bobe (by audio)
Scott Brand (by audio)
Kelly Clauss
J.R. Gaylor (by audio)
Tim Grove
Reggie Henderson
Chuck Johnson, President
Greg Parsley
George Ridgway
Mike Sievers
Don Villwock

Others Present:

Brent Stuckey, Attorney for the Board
Nancy Irwin, Record Clerk for the Board
Tony Hahn, Vice President for Government Relations
Laura Treanor, Provost
Linda Waldroup, Vice President for Financial Services

CALL TO ORDER

Chair John Stachura called the meeting to order at 10:30 a.m. (EST) in the Indiana Center for Applied Technology (ICAT) Building, Room 142, 1500 N. Chestnut Street, Vincennes, Indiana.

SWEARING IN OF NEW TRUSTEES

University Attorney, Brent Stuckey, administered the following Oath to Serve as Trustee to new Trustee Don Villwock.

**OATH TO SERVE AS TRUSTEE
OF THE BOARD OF TRUSTEES
FOR THE VINCENNES UNIVERSITY**

STATE OF INDIANA)
COUNTY OF KNOX)

I, Don Villwock, being duly sworn upon my oath say that I will support the Constitution of the United States and the Constitution of the State of Indiana, and that I will honestly and faithfully discharge my duties as a member of the Board of Trustees for The Vincennes University to the best of my skill and ability. So help me God.

Don Villwock

Subscribed and sworn before me, a Notary Public for Knox County, Indiana, this 4th day of December, 2019.

My Commission expires:
5/27/2023

Brent Stuckey, Notary Public
residing in Knox County, Indiana

ROLL CALL/ACCEPTANCE OF AGENDA

Nancy Irwin called the roll. A quorum was declared with 13 Trustees present. The agenda was approved by consensus of the Board.

APPROVAL OF MINUTES

Minutes of the 10-4-19 Finance/Revenue Committee, 10-7-19 Executive Committee and Regular Session had been distributed. With no questions from the Board, Trustee Reggie Henderson made a motion to approve and Trustee George Ridgway seconded the motion. A roll call vote was taken, and there were 13 yeas and 0 nays, with the minutes passing unanimously.

REPORTS FROM TRUSTEE COMMITTEES

Personnel & Nominating Committee:

Election of Board Officers

Committee member Greg Parsley reported on behalf of Committee Chair Rick Schach that the Personnel/Nominating Committee had met and brought forth a recommendation to re-elect Mike Sievers for First Vice Chair, Reggie Henderson for Second Vice Chair, and J.R. Gaylor for Secretary for the Board of Trustees for another year.

MOTION # 19-27

Trustee Darrel Bobe made the motion to accept these recommendations and Trustee George Ridgway seconded the motion. A roll call vote was taken, and there were 13 yeas and 0 nays, and the motion passed.

CHAIRMAN'S REMARKS

Chair Stachura extended holiday wishes to all for the upcoming Christmas holiday. He also welcomed Mr. Villwock to the Board and expressed appreciation for all his knowledge and accomplishments in the area of agriculture, not only in the state of Indiana, but throughout the country, and looks forward to the knowledge he can contribute to our Board. Chair Stachura extended congratulations to Ann Herman, Chair of the VU Education Department, for the excellent accreditation report for the Educator Preparation program. The Council for the Accreditation of Educator Preparation is a nationally recognized accrediting body for educator preparation, and Chair Stachura expressed appreciation and congratulations to Ann and her entire team for this great accomplishment. The Chair also reported to the Board that he attended a State Board of Accounts exit conference and is pleased to report that the University is in an excellent financial position, and expressed appreciation to the entire financial services team for another job well done. VP Linda Waldroup reported the exit conference has taken place for the University Financial Statement audit, and will soon have the exit conference for the radio and television corporation for public broadcasting audit and expect a clean report with no findings. In January, we will have our federal audit completed and able to do the exit conference for that audit. She indicated those audit results are due to much of the hard work of the entire accounting staff, and acknowledged Conya Wampler and Tim Eaton for all their work in this process.

REPORTS FROM TRUSTEE COMMITTEES

University Affairs Committee:

Report from Honorary Doctorate Committee:

Committee Chair Reggie Henderson reported the committee received a report from President Johnson regarding a candidate that has been brought forth to receive an honorary doctorate, which is Mr. Albert Chen, founder and Executive Chairman for the Telamon Corporation. The committee voted unanimously to approve this nomination for the honorary doctorate.

MOTION # 19-28

Committee Chair Reggie Henderson made a motion to accept the nomination of Mr. Albert Chen, and Trustee Mike Sievers seconded the motion. A roll call vote was taken, and there were 13 yeas and 0 nays, and the motion passed. Chair Stachura stated this honorary doctorate degree will be given to Mr. Chen at the May, 2020 commencement ceremony.

REPORTS FROM THE ADMINISTRATIVE LEADERSHIP

Recruitment/Enrollment Report

Heidi Whitehead, Director of Admissions, distributed the University Enrollment and Recruitment report. Since the last meeting, the official October 15th numbers had been released. System wide headcount reached 17,242/8,913.61 FTE. The following are numbers for the various sites. Numbers in red text indicates growth over last year:

Vincennes Campus: 3,324/3,010.53

Jasper Campus: 460/345.87

ATC: 259/209.54

ASL: 63/46.87
Distance Ed: 500/324.33
Early College: 4,776/2,410.13
Project Excel: 6,760/2,172.20
Business & Industry: 659/224.67

Breaking down the numbers showed that the female population remains steady, while the male population has shown the greatest decrease. Review of student type revealed that returning students show the greatest percentage decrease, while First Time Freshman and Transfer students each lost about 7% over last year. Looking at students from Illinois only, transfer students are up this year, with a small increase in those entering the Baccalaureate programs. Since the last Board meeting, the National Clearinghouse report was released. This report shows those students who applied to VU but did not end up enrolling at VU. Just as previous years, the top school chosen to attend was Ivy Tech, followed by USI and ISU. Of the Illinois students, only the top 7 schools chosen were all Illinois schools.

As of this report, spring 2020 numbers were either steady or showing growth over last year. The final Spring semester START VU date was held the Friday before classes began. Fall 2020 was showing strong numbers at the time of the meeting in the area of accepted students and in the conversion rate from applicant to accepted. As of the report, 2,193 students had been accepted for Fall 2020, compared to 1,978 the previous year for Fall 2019.

Heidi also provided some stats from the Admissions Staff as their Fall recruitment cycle came to a close:

295 college fairs attended
174 high schools visited
635+ total student interactions (359+ Indiana and 271+ Illinois)
Over 44,000 miles driven

To close this portion of the meeting, Heidi discussed new initiatives happening in the Admissions Office. During the Fall semester, VU became a member institution of the Common App. The Common App allows students to fill out one application and apply to multiple schools around the world. This will make it easier for international students to apply, as well as those late deciders in the Spring. In addition to the Common App, two new titles were added to the Admissions team. Tony Mahan will now take on the responsibility of Bachelor Degree Recruitment. He will help unify the recruitment efforts among Admissions and the Department Chairs for programs. Jordyn Volmerding will now lead the charge in CTE recruitment. She will be working with Early College administrators to help students with the transition from Early College to the campus. Due to the efforts Tony and Jordyn are about to begin, the Admissions Office will be adding an additional Admissions Counselor position to help with travel and office coverage.

Presentation – Chad Bebee

Chad Bebee, Director of Assessment, presented to the Board information focused on learning outcomes assessment. Beginning with a process-oriented discussion of learning outcomes assessment, the presentation highlighted the role of outcomes and Bloom's Taxonomy in the teaching and learning process. Enumerating the benefits of learning outcomes (i.e. effective course designs, time management, improved communication, and improved teaching and learning experiences), the presentation illustrated the importance of backward design principles to improve the delivery of educational experiences within the institution, academic programs, courses, and individual lessons. The presentation emphasized the intensive assessment efforts of administrators, faculty members, and staff by providing a short timeline of VU's assessment work since 2011 to certify the institution provides high-quality educational experiences to its students, while ensuring it remains in compliance with all accreditation criteria. The presentation then provided a few examples of programs closing the assessment loop, whereby the assessment data gathered within programs have been used to plan and implement improvements designed to promote student engagement and learning. Closing out the presentation was an overview of VU's current challenges and opportunities within its assessment culture and the ongoing efforts to continue to improve institutional processes and assessment in the future.

PRESIDENT'S COMMENTS

- President Johnson thanked Chad Bebee and the Assessment Committee for all the work done to help lead important improvements in the assessment process.
- Congratulations were given to Trustee Don Villwock and thanks for his willingness to serve on our Board.
- The President introduced the new Vice President for Government Relations, Tony Hahn, and expressed excitement and appreciation for the incredible contributions he will bring to our institution.

- Spring enrollment numbers are looking good, with acknowledgment to faculty and staff for all of their interaction and engagement with students. The President is also encouraged by the steady increase in the average GPA of our students entering VU.
- The President also extended congratulations and appreciation to the Education Department for being accredited by CAEP (Council for the Accreditation of Educator Preparation).
- VU was one of only 150 institutions nationwide selected for eligibility to apply for the Aspen Prize, which is a top prize among community and technical colleges. VU was the only school in the state of Indiana to qualify, and one of the few schools in the Great Lakes region to be selected. The President acknowledged the hard work of faculty and staff to produce outstanding student outcomes. The prize will be announced in 2021.
- Jaci Lederman, faculty member in IT/Cyber Security programs, recently received the *“Instructor of Academic Excellence Award in Cyber Security.”* The President commended Jaci on her award, as well as her continued hard work to grow our IT programs in both associate and baccalaureate tracks.
- Construction progress continues on many projects throughout campus. Construction on the French Quarter housing project continues to remain on track. The grand opening of the renovated Learning Resource Center is scheduled for January. The President expressed appreciation to the entire Architectural Services team for all their hard work.
- Recent discussions have taken place with some major companies regarding exciting partnerships and initiatives for the institution.
- Dave Tucker is currently in Taiwan celebrating the 50th anniversary of Lunghwa University. A multi-lateral Memorandum of Understanding is being crafted with Lunghwa, VU, Telamon Corporation, and NeXT Com to work on curriculum, faculty exchange, student exchange, and training initiatives in a variety of programs, including open source robotics.
- A delegation from Yancheng Polytechnic College will be coming to campus soon to finalize a 2+2 agreement with VU; where students coming out of their college with an equivalent of an associate’s degree and will then complete their bachelor’s degree in technology at VU. The President expressed appreciation for the work of Terry Nicoletti, Ty Freed, and Rick Kribs for developing the curriculum model, as well as support from Wade Chen.
- The annual review process for the Strategic Plan is in full swing. Progress has been made in several areas, with other areas still in need of improvement. A full report is expected to be presented to the Board at the February retreat.
- VU has shown significant progress in the Indiana Commission for Higher Education’s performance funding metrics. As a result, the institution is able to provide faculty and staff with a one-time, end of year bonus; \$500 for full-time and \$250 for part-time eligible faculty and staff.
- Midyear commencement will take place on Saturday, December 7th. Nearly 600 graduates are eligible, with various levels of credentials.
- Sarah Fortune and Tim Swarens were introduced to the Board, as both are currently leading the external relations office on an interim basis. Both are alumni of VU and they shared video promotions they have recently produced that highlight telling the VU story.

Adjournment

With no further business to come before the Trustees, the Regular Session adjourned at 11:20 a.m. (EDT).

J.R. Gaylor, Secretary

John Stachura, Chair