

**VINCENNES UNIVERSITY BOARD OF TRUSTEES
MINUTES OF REGULAR SESSION
Wednesday, April 29, 2020 – 10:45 a.m (EDT)
Indiana Center for Applied Technology (ICAT) – Room 142
1500 N. Chestnut Street
Vincennes, IN 47591**

Members Present:

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

Others Present:

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

CALL TO ORDER

Chair John Stachura called the meeting to order at 10:45 a.m. (EDT) in Room 142 at the Indiana Center for Applied Technology (ICAT) in Vincennes, 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 2-25-20 Board Retreat, University Affairs Committee, Finance/Revenue Committee, Regular Session, and the 4-3-20 Finance/Revenue Committee had been distributed. With no questions from the Board, Chair Stachura requested a motion be made to approve the minutes. A roll call vote was taken, and there were 13 yeas and 0 nays, with the minutes passing unanimously.

CHAIRMAN'S REMARKS

Chair Stachura expressed great appreciation and thanks to President Johnson, Provost Treanor, and all the faculty and staff for the fabulous job that has been done during this COVID-19 crisis. He applauded all their efforts in keeping the Board well informed, as well as being flexible in adapting to all the changes that have taken place.

REPORTS FROM TRUSTEE COMMITTEES

Personnel/Nominating Committee:

2021 Promotion & Tenure

Committee Chair Rick Schach reported that President Johnson presented information to the committee on the following list of candidates for 2020-21 Promotion & Tenure.

2020-21 PROMOTION AND TENURE LIST

INSTRUCTIONAL SERVICES:

Business and Public Service
Gregory Hirsch, Information Technology

NEW TITLE

Associate Professor

Dual Credit Programs

Andrew (Drew) Findlay, Dean of CTE Early College
Nicole Shankle, Dean of Academic Transfer Early College

Professional Staff Level II
Professional Staff Level II

Health Sciences and Human Performance
Tamera Halter, Bachelor of Science in Nursing Associate Professor

Humanities
Arthur Fields, Art Associate Professor
P. Bernie Schmitt, English Associate Professor

Jasper Campus
Cassie Flock, Nursing Associate Professor

Science, Engineering and Mathematics
Jessica Grumieaux, Mathematics Associate Professor
Elizabeth Lowe, Chemistry Associate Professor
Teresa Tarbuck, Chemistry Associate Professor

Social Science, Performing Arts, and Communication
Jennifer Hensley, Sociology & Social Work Professor
Jonathan Leonard, Education Associate Professor
Mary Ann Seward, Communication Professor

Technology
Jonathan Vennard, Precision Machining Assistant Professor

FINANCIAL SERVICES:

Management Information Center
Theodore (Ted) Buchanan, Computer/Network Analyst Professional Staff Level IV

WORKFORCE DEVELOPMENT/COMMUNITY SERVICES:

Workforce Development Services
Yvonne French, RESEA Training Coordinator Professional Staff Level II
ReEmployment Services & Eligibility Assessment/Region 8

FACULTY WHO RECEIVE TENURE

Cassie Flock, Nursing, Jasper Campus
Tamera Halter, Bachelor of Science in Nursing, College of Health Sciences and Human Performance
Gregory Hirsch, Information Technology, College of Business and Public Service

Chair Stachura asked what percentage of faculty are currently tenured. President Johnson responded that an analysis had been completed 2-3 years ago, and tenured faculty were in the 30% range. The President also stated that the Board has put a limit on tenure, plus tenure track, to be no more than 50% and that the institution has been following that guideline.

MOTION # 20-11

With no further questions from the Board, Committee Chair Schach made a motion to approve the list of candidates for promotion and tenure and Trustee Mike Sievers seconded the motion. A roll call vote was taken with 13 yeas and 0 nays, with the motion passing unanimously.

University Affairs Committee:

Curriculum Items

Committee Chair Reggie Henderson reported that Provost Laura Treanor presented information on the following Program Additions, Program Suspensions, and Academic Guidelines and University Core Curriculum items:

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 Laura Treanor and President Charles R. Johnson, Jr.

Program Addition

- Health Care Professional Pre-Nursing CNA Track Certificate 6253 (CG)

Academic Guidelines and University Core Curriculum Items

- *General Education/UCC Committee Proposal UCC-2, 2020-21*
- *General Education/UCC Committee Proposal UCC-3, 2020-21*
- *Emergency Grading Options, Spring 2020*

Approved:



Charles R. Johnson, Jr., President



Laura Treanor, Provost

MOTION #20-12

With no questions from the Board, Committee Chair Henderson made a motion to approve these 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.

Finance/Revenue Committee:

Bids for upcoming campus projects:

Committee Chair Mike Sievers reported on items that had been approved at the 4-3-20 & 4-23-20 Finance/Revenue Committee meetings. 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.

4-3-20 meeting:

Walter A. Davis Hall Renovation – Phase 2

Contract # 1 – General Construction

Wolfe Construction, Vincennes, IN

Base bid	\$453,282.00
Alternate #1	\$269,020.00
Alternate #3	\$ 59,825.00
Alternate #4	\$ 52,105.00
Alternate #5	<u>\$101,280.00</u>
Total Recommended Award	\$935,512.00

4-23-20 meeting:

Electrical Infrastructure Upgrades – Long lead equipment (Switchgear and Transformer) for new substation

PCI Skanska - Evansville, Indiana

Switchgear	\$624,242.00
Transformer	\$266,521.00
Existing Substation Kirk Key Install	\$ 16,800.00
Start-up & Commissioning	<u>\$ 6,720.00</u>
Total Recommended Award	\$914,283.00

Phillip M. Summers Center Renovation

Contract # 1 – General Construction

Wolfe Construction – Vincennes, Indiana

Base Bid	\$746,062.00
Alternate # 1	\$221,283.00
Alternate # 2	<u>\$260,880.00</u>
Total Recommended Award	\$1,228,225.00

Contract # 2 – Mechanical Construction

H.G. Heinz, Inc. – Vincennes, Indiana

Base Bid	\$281,000.00
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Alternate # 2	\$ 5,000.00
Alternate # 3	\$505,750.00
Alternate # 4A	No Change
Alternate # 7B	<u>\$ 63,605.00</u>
Total Recommended Award	\$855,355.00

Contract # 3 – Electrical Construction

Weyer Electric – Ferdinand, Indiana

Base Bid	\$112,297.00
Alternate # 2	\$ 195.00
Alternate # 3	\$ 12,558.00
Alternate # 5	\$108,754.00
Alternate # 6	<u>\$ 33,650.00</u>
Total Recommended Award	\$267,454.00

TOTAL AWARD **\$2,351,034.00**

Shircliff Humanities Center Renovation

Contract # 1 – General Construction

Arc Construction – Evansville, Indiana

Base Bid	\$3,330,000.00
Alternate # A	\$ 37,000.00
Alternate # B	\$ 65,000.00
Alternate # C	<u>\$ 64,000.00</u>
Total Recommended Award	\$3,496,000.00

Contract # 2 – Mechanical Construction

H.G. Heinz – Vincennes, Indiana

Base Bid	\$1,018,000.00
Alternate # D	\$ 96,500.00
Alternate # E-1	<u>No Change</u>
Total Recommended Award	\$1,114,500.00

Contract # 3 – Electrical Construction

Weyer Electric – Ferdinand, Indiana

Base Bid	\$ 707,952.00
Alternate # G	<u>\$ 58,736.00</u>
Total Recommended Award	\$ 766,688.00

TOTAL AWARD **\$5,377,188.00**

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. Due to the current COVID-19 situation, as well as high schools transitioning to e-learning, numbers are trending a bit behind on incoming accepted students, housing applications, and returning students. StartVU numbers are close to what they were last year at this time. The report also detailed the adjustments Heidi and her team have made during this time to maintain continuity of operations for recruiting new students and assisting parents. The team has been very aggressive in calling, texting, and conducting Zoom meetings to keep in touch with our students. Heidi expressed her thanks and appreciation to President Johnson, Provost Treanor, and the University for keeping us all safe, and for also giving them the tools they needed to make all of these adjustments during this time.

Marketing/External Relations Report

The report from Sarah Fortune, Senior Director of External Relations, was emailed to the Board prior to the meeting for their review. The report focused on website metrics, as well as social media, digital ads, media coverage and monitoring the results/ROI on all their efforts.

PRESIDENT'S COMMENTS

- The President congratulated all the faculty and staff that had been approved for promotion and tenure.

- Remote working protocols will continue through the end of May. Online instruction will continue at least through the first Summer session.
- The President announced the formation of three COVID-19 action teams:
 - **Decision Parameters Team** – Chaired by Deborah Bedwell, Lead Practitioner at the University Primary Care Center – This committee will help identify factors to resume face-to-face instruction and support for Summer II & Fall terms, as well as what factors to consider if we must suspend face-to-face instruction and support. Their initial report to the Executive Team is due by June 1st.
 - **Instructional Continuity Team** – Chaired by Rick Kribs, Assistant Provost for Curriculum & Instruction – This committee will address maintaining continuity of instruction and services if we do not resume face-to-face instruction, or have to suspend face-to-face instruction. Their initial report is due on May 15th.
 - **Environmental Safety Team** – Chaired by Matt Schwartz, Assistant Vice President of Division of Outreach and Engagement – This committee will address when we resume face-to-face instruction and support, how to protect our students, faculty, and staff to prevent an outbreak at any of our sites. Their initial report is due June 1st.
- The President praised the faculty and students for how impressively they have transitioned to online instruction in such a short amount of time.
- The University will transition to a virtual PreVU for visitors and parents to learn about VU. He thanked Heidi Whitehead and her team for all their work on this effort. A project team, headed by Adam Booher, Director of Student Activities, is also looking at online alternatives to StartVU, registration, testing, and orientation.
- Earlier in the month, Harrison Hall sustained significant storm damage; 27 facilities on campus were damaged to some extent. The President thanked Linda Waldroup, Michael Morrison, Andrew Young, Bill Kroeger, and the Physical Plant employees for all their hard work in the process of clean up and working with the insurance company.
- The visit from the Higher Learning Commission has been rescheduled for September 28-29, 2020. Their report will go to the HLC Board on 2-21-2021 for final determination.
- The President thanked Mike Gress for his continued work for the University. Mike will continue to work on a part-time basis at least through the HLC visit.
- The President introduced Dale Pietrzak, Senior Director of Institutional Effectiveness and Research, to the Board.
- Updates to Strategic Plan metrics will be reported at the June Board meeting.
- The CQI Committee has adopted retention goals for various subsets of students that match up with the Indiana Commission for Higher Education's categories that we are evaluated on, and the goals will help guide the Retention Committee's work as well.
- The President expressed tremendous gratitude for everyone in the VU family during such an unprecedented, stressful time. He also expressed appreciation to the Board for their continued support.

Trustee Darrel Bobe commended the University community as well, but also stated how fortunate we were to not have individuals on campus during the storm earlier in the month, as injuries could have very likely taken place. Chair Stachura expressed great appreciation to the entire University community for helping the Board maintain their fiduciary duties, as well as educational and moral obligations.

Adjournment

With no further business to come before the Trustees, the Regular Session adjourned at 11:15 a.m. (EDT).

J.R. Gaylor, Secretary

John Stachura, Chair