

VINCENNES UNIVERSITY BOARD OF TRUSTEES
MINUTES OF REGULAR SESSION
Wednesday, August 26, 2020
ZOOM/CALL-IN MEETING
Learning Resource Center – Innovation Room #112
130 E. College Avenue
Vincennes, IN 47591

Members Present:

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

Others Present:

Brent Stuckey, Attorney for the Board (Zoom)
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 10:00 a.m. (EDT) in the Innovation Room #112 in the Learning Resource Center in Vincennes, Indiana.

ROLL CALL/ACCEPTANCE OF AGENDA

Nancy Irwin called the roll. A quorum was declared with 11 Trustees present. The agenda was approved by consensus of the Board.

APPROVAL OF MINUTES

Minutes from the 6-17-20 Executive Session and Regular Session, 6-30-20 Finance/Revenue Committee, 8-3-20 Finance/Revenue Committee, and 8-6-20 Executive Session and Special Regular Session had been distributed. Trustee Reggie Henderson made a motion to accept the minutes, and Trustee Scott Brand seconded the motion. A roll call vote was taken, and there were 11 yeas and 0 nays, with the motion passing unanimously.

CHAIRMAN'S REMARKS

Chair Stachura extended his congratulations and appreciation to President Johnson, Provost Treanor, VP Waldroup and all the committees for the exceptional job they have done in their planning and preparation for the start of the semester. He commended each for a job well done in the midst of a situation that seems to change frequently.

REPORTS FROM TRUSTEE COMMITTEES

University Affairs:

Title IX Sexual Misconduct Policy

Committee Chair Reggie Henderson asked President Johnson to provide information on the policy. President Johnson reported the policy had been developed largely in consultation with the U.S. Department of Education's Office of Civil Rights. The initial plan was to bring the policy before the Board in the spring, but the Department of Education issued new guidance on the timeline in May that was to take effect August 14th, so it was necessary to restructure the policy to not only fall in line with the previous guidance, but also with the current guidance that officially took effect on August 14th. This current policy is a more concise policy that applies to all VU employees and students, and provides clear guidance on the role of the Title IX coordinator, the adjudication processes, rights and responsibilities of the processes, as well as defining sexual misconduct in a very uniform way. The President also reported the policy was presented to all three of the governance groups (Faculty Senate, Professional Staff Congress, Support Staff Council) earlier this summer, and all groups endorsed the policy. Trustee Don Villwock asked if employees were required to sign the policy, and President Johnson responded employees are not required to do so, but the policy will become part of the University Manual and Student Policy Manual. A comparison of the current policy and the proposed policy is attached to these minutes.

MOTION # 20-26

With no further questions from the Board, Committee Chair Henderson requested a motion be made to approve the policy as presented; Student Trustee Dartanyan Abney made a motion and Trustee Scott Brand seconded the motion. A roll call vote was taken with 11 yeas and 0 nays, with the motion passing unanimously.

Finance/Revenue:

Committee Chair Mike Sievers presented a review of the following approved items from the 6-30-20 & 8-3-20 Finance/Revenue Committee meetings.

6-30-20 Meeting:**Contract # 1 - Electrical Infrastructure**

Alva Electric, Inc. - Evansville, Indiana

Base bid	\$5,344,000.00
Alternate #1	\$ 799,000.00
Alternate #2	\$ 382,000.00
Total Recommended Award	\$6,525,000.00

8-3-20 Meeting:**French Quarter Student Housing Project – Phase 2****Buildings 5, 6, 7, & 8 Construction**

(Includes General, Mechanical, and Electrical all in one contract bid)

Wolfe Construction – Vincennes, Indiana

Building # 5 Contract	\$1,501,405.00
Alternate #E1	\$ 7,514.00
Total Contract Bldg #5	\$1,508,919.00

Building #6 Contract	\$1,929,713.00
Alternate #E2	\$ 12,052.00
Total Contract Bldg #6	\$1,941,765.00

Building #7 Contract	\$1,929,713.00
Alternate #E1	\$ 12,052.00
Total Contract Bldg #7	\$1,941,765.00

Building #8 Contract	\$1,929,713.00
Alternate #E2	\$ 12,052.00
Total Contract Bldg #8	\$1,941,765.00

Site and Concrete Construction

Kerns Excavating, Inc. – Bicknell, Indiana

Base Bid	\$1,020,975.00
Alternate #C1	\$ 32,000.00
Alternate #D1	\$ 32,500.00
Alternate #D2	\$ 10,000.00
Alternate #D3	\$ 23,200.00
Alternate #D4	\$ 3,900.00
Total Contract Award	\$1,122,575.00

Conflict of Interest Statements

Chair Stachura asked Vice President Linda Waldroup to present the information, which is attached to these minutes. VP Waldroup reported that the University is required annually to report this information, and recommended that the Conflict of Interest statement for J.R. Gaylor be accepted by the Board.

MOTION # 20-27

With no questions from the Board, Trustee Don Villwock made a motion to approve, and Trustee Mike Sievers seconded the motion. A roll call vote was taken, with 11 yeas and 0 nays, with the motion passing unanimously.

REPORTS FROM THE ADMINISTRATIVE LEADERSHIP**Recruitment/Enrollment Report**

Sarah Fortune, Senior Director of External Relations, presented her report to the Board. Enrollment at the VU Jasper campus, with 529 students, had a 15 percent increase from last fall. Additionally, Distance Education experienced a two percent increase in enrollment to 590 students. The numbers were calculated as of the first day of classes. The enrollment increases

can be credited to new enrollment, inventive partnerships, along with significant developments in admissions, marketing, and communication. Ms. Fortune also reported that the quality of VU students continues to rise system-wide. The median high school grade point average of incoming VU students exceeded last year's average, and first-time freshmen are starting with an average of 19 credit hours earned. University-wide enrollment decreased only by four percent, much lower than the national average of between 10 and 30 percent for two-year schools. Ms. Fortune also reported that investments have been made for a new software program (Slate) to assist and automate the admissions processes and communications flow. An evaluation of current tours, promotional materials, print materials, and communications strategies continues to take place. Work continues on the website redesign, and a record-breaking number of positive news stories have been released.

President Johnson reported that a search for a Director of Admissions will begin soon, and a consultant who has experience in enrollment management will be working with Sarah on this process. The President also commended Sarah for the excellent work she has done with both the External Relations and Admissions team.

Update on the VU Jasper Campus

Christian Blome, Dean of VU Jasper, shared that faculty, staff, and students at VU Jasper entered the 2020 Fall semester with increased enrollment and enthusiasm about commemorating its 50th anniversary in the 2020-21 academic year. He presented a report detailing growth, innovation, and celebration at their campus, and shined the spotlight on its many partnerships, including its collaboration with Patoka Valley Career and Technical Education Cooperative. He also shared that two brand new programs will provide paid internships to business and information technology students, and will also create a pipeline of employees to help fill production needs in manufacturing. Dean Blome stated that partnerships will continue to be central to future growth, and reiterated that throughout the University system, VU continues to be successful in creating business and industry partnerships, as well as providing quality graduates to fill in-demand workforce needs.

President Johnson applauded the efforts and progress made by Dean Blome at VUJ, helping to ensure that Vincennes University continues to be a vital partner with schools and employers in that important region of our state.

Update on Workforce Development Programs

Dave Tucker, Vice President for Workforce Development & Community Services, presented information regarding VU's Mechatronics and Robotics Apprenticeship program with Amazon. This is a 12-week residential experience with 360 hours of related technical instruction, offering 4 PMMI (Packaging Machinery Manufacturers Industry) credentials. Vincennes University was approached by Amazon regarding this program, as they knew VU's strength in education and training around automation, as well as the experience we have with apprenticeship programs. VU is the first university in the country to partner with Amazon, and they hope to expand the program in 2021 from 300 to 600 apprentices annually. VP Tucker also reported on the great work being done at the Plainfield Logistics Training and Education Center with Amazon, providing a 2-year Work and Learn program, which offers 8 PMMI credentials. In 2021, we plan to implement a Fanuc Robot Training program, as well as NOCTI (National Occupational Competency Testing Institute) certification. Lastly, VP Tucker reported that conversations have been taking place with personnel at the Pike County Economic Development Corporation regarding possible opportunities for training programs.

President Johnson commended Dave and his entire team for all their work in making this training program with Amazon a huge success for VU.

PRESIDENT'S COMMENTS

- The President reported an outstanding start to the fall semester, with respect to a very low number of COVID-19 cases. He thanked the hard work of many people, with special thanks given to Matt Schwartz, Rick Kribs, and Deborah Bedwell, who chaired the COVID-19 action teams, and all their team members. The President also acknowledged and thanked Provost Treanor and her teams for all their hard work in preparing for the start of the semester.
- 160 faculty completed BlackBoard training over the summer, which has been extremely beneficial to their continued work in offering hybrid and virtual instruction. The President commended all the faculty for being so flexible, adaptable, and understanding throughout the pandemic and for the benefit of our students.
- Michael Morrison was acknowledged for all his hard work in sourcing PPE, chemicals for sanitizing and disinfecting, as were Andrew Young, Bill Kroeger, and all the Physical Plant team for transforming classrooms, lab and work spaces to help provide the best level of protection.
- The President expressed much appreciation for the fantastic job being done by the Student Success Center, Testing Center, as well as Adam Booher, who developed a virtual StartVU in lieu of face-to-face visits to campus.
- VP Tony Hahn, VP Linda Waldroup, and UPCC director Deborah Bedwell were acknowledged for all their work in developing processes for contact tracing, as well as training those who have volunteered to serve as contact tracers for the university.
- Spaces have been set aside for short term isolation and quarantine of any residential student who becomes ill and is unable to go home; spaces in off campus apartments has been set aside for any long term isolation/quarantine needs.

- A COVID-19 resource page has been added to the website, as well as a self-reporting form. The Trailblazer Promise pops up when logging in to MyVU, which is a commitment to maintaining safety protocols. A COVID hotline has set been up for students, which is staffed by the UPCC staff and is available 24/7. Employees also have access to the hotline.
- Weekly check-ins with Good Samaritan Hospital continue; the university continues to work with the county health department and GSH regarding testing resources. President Johnson expressed appreciation to Dr. Alan Stewart for the incredible help and advisor he has been to VU. The President also acknowledge and thanked VUPD Chief Adam Daugherty for all his work in gathering data on state and local COVID information, which has been a very helpful resource. The executive team has check-in sessions at the end of each day to touch base on any new developments.
- Numerous parents and students commented how smoothly the move in process was during moving in weekend.
- All gatherings on campus by off-campus groups have been canceled through December. There will be no extracurricular student activities for the first three weeks of the semester, in hopes of reducing potential spread. The bowling and aquatic centers are closed; the Student Rec Center has been open with limited services. After Labor Day, any campus activity of 50 or more people must be approved by the President.
- Currently the university has 5 active cases; 4 Vincennes campus commuter students and 1 VU Jasper student. Several others are awaiting test results.
- A dashboard of active cases for Vincennes, Jasper, and ATC is available on the website for students, employees, and other stakeholders to stay apprised of active cases and is updated every Tuesday and Friday.
- President Johnson thanked the Board members for all of their support during this entire process.
- Provost Treanor announced that Dr. Robert Dotson will be coming on board as the new Associate Dean for Student Affairs. Dr. Dotson has 25 years of experience in higher education and will head the Office for Judicial Affairs, as well as oversee the Counseling Center, Office of Diverse Abilities and Accommodations, and Parent & Family Services. He is a Chicago native and will be coming to us from Texas A&M University-Commerce. Interviews for the Director of Student Activities position will be finalized this week. Provost Treanor also thanked her leadership team for their optimism, and disciplined and solution-focused work over these past six months.
- President Johnson introduced Leslie Kidwell, the new Director of Development for the VU Foundation.
- The President shared that VU continues to enhance its focus on diversity and inclusion, and stressed the commitment to making sure VU is providing the greatest possible access and outcomes for all the populations the University serves. Provost Treanor recently sponsored a special professional development session by Dr. Shaun Harper, Executive Director of the Race and Equity Center at the University of Southern California. He presented "A Conversation about Race and Equity" to a group of more than 200 faculty and staff, via Zoom.
- The Central Indiana chapter of FAME (Federation for Advanced Manufacturing Education) and the Hoosier chapter (Anderson/Madison County area) have joined forces and will be joining VU's Advanced Manufacturing Technician program that will be offered at VU's Aviation Technology Center. The partners are working to launch the program in Fall of 2021.
- The Eleven Fifty partnership is up and running, with a VU certificate articulated with industry-recognized certifications and stackable to VU AS and BS degrees.
- An announcement will be coming soon regarding an exciting partnership for apprenticeships in cyber security along with one of our 4-year partners who has a Department of Labor grant that will produce up to 5,000 apprentices over the next five years.
- The LIFT partnership has enrolled its first cohort this year, and the President thanked Mike Gehrich and his team at ATC for all their hard work in this program.
- VU recently received \$1.5 million from the Governor's GEER Fund, thanks to VP Hahn and Stephanie Stemle, VU Grant Specialist. This will be used to help us find ways to maintain continuity in hands-on courses if we have to transition again to a virtual environment.
- Partnerships continue with Telamon corporation, Techman corporation, and Eleven Fifty Academy on pursuing a potential Lilly grant to develop resources on Cobot robots.
- The president announced that this is the last official meeting for our student trustee, Dartanyan Abney. Both he and Chair Stachura presented the following Resolution of Appreciation to Dartanyan:

**RESOLUTION OF APPRECIATION
FOR
DARTANYAN A. ABNEY**

WHEREAS, Dartanyan A. Abney, a resident of Walton, Indiana, and a student of Vincennes University, was appointed the Student Trustee of the Board of Trustees for Vincennes University by the Honorable Governor Eric Holcomb in October, 2019; and

WHEREAS, Mr. Abney has served with distinction as the Student Trustee for the Vincennes University Board of Trustees and served on the Trustee External Affairs Committee; and

WHEREAS, Mr. Abney has been a full-time student at Vincennes University majoring in Multimedia Communications, having also graduated from the Graphic Design Occupational Program, and served as a Residence Hall Assistant, Assistant Residence Hall Coordinator, and President of the Residence Hall Association; and

WHEREAS, Mr. Abney has received numerous awards and recognition for his graphic design work throughout campus, as well as designing the Indiana First Responder license plate; and

WHEREAS, Mr. Abney has ably represented the students during his term as a member of the Board of Trustees for Vincennes University, presenting their viewpoint and expressing their concerns for the consideration of the Board.

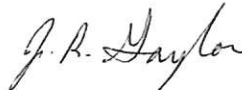
NOW, THEREFORE, BE IT RESOLVED that Vincennes University, through its Board of Trustees, expresses appreciation to Dartanyan A. Abney for his dedicated service as a member of the Board and expresses its gratitude for his devoted work to the school and the cause of education.

BE IT FURTHER RESOLVED that the Secretary cause to be spread of record on the official minute book of the Board of Trustees for Vincennes University a copy of this Resolution, and that an appropriate signed copy be delivered to Mr. Dartanyan A. Abney

DATED at Vincennes University, Vincennes, Indiana this 26th day of August, 2020.



John A. Stachura, Chair
Vincennes University Board of Trustees



J.R. Gaylor, Secretary
Vincennes University Board of Trustees

Chair Stachura thanked Dartanyan for his service to the Board, and expressed hope that in the near future the Board will be able to talk with and meet face-to-face the individuals that have been hired over the past few months.

Adjournment

With no further business to come before the Trustees, the Regular Session adjourned at 11:40 a.m. (EDT).

J.R. Gaylor, Secretary

John Stachura, 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 IN/KY _____

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: 6/25/2020



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 501(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 \$1,550,000, 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, per Public Law 138-2008; 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 August 1 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.

Issue	Current Policy	Proposed Policy
Governing Document(s)	Sexual Assault Policy Sexual Harassment Policy Student Bill of Rights Student Survival Guide Standards of Student Behavior and Conduct Adjudication	Sexual Misconduct Policy
Applicability	Primarily geared towards students; no indication of procedure for faculty, staff, or visitors/contractors	Students, faculty, staff, visitors/contractors
Administration Responsibility	Dean of Students	Title IX Coordinator
Definitions of Specific Conduct	Limited	Specifically defines critical terms such as consent, incapacitated, preponderance of the evidence, sexual misconduct
Prohibitions on Specific Conduct	General prohibitions but insufficient definitions	Specific definitions of prohibited conduct based upon sex/gender-based discrimination/harassment, sexual assault, sexual exploitation, dating violence, domestic violence, sexual violence, and stalking
Reporting Options	Unclear reporting procedure	Specifies reports can be made both externally (to police) and internally (administration)
Interim Measures	Enacted if “reasonably available”; limited scope of types of measures available and who has authority to implement	Authority granted to Title IX Coordinator to implement; specific examples given; along with automatic sunseting of interim measures upon finding of not-responsible

Issue	Current Policy	Proposed Policy
Delineation between “Formal” and “Informal” Complaints	None	Defined requirements and differing remedies dependent upon type of complaint filed
Initial Evaluation	None	Title IX Coordinator
Informal Resolution	Not Available	Available
Supportive Measures	Some options, but incomplete	Full list of supportive measures and when they are available; are not dependent upon a formal complaint being filed
No Action Taken	Not Available	Available
Notice Requirements	Unclear in policy	Several detailed requirements of notice explained within the policy along with identifying who is responsible for providing the notice and the timelines associated therewith
Formal Resolution	Available but limited explanation on procedure	Available; detailed explanation of procedure
Investigations	Handled by VUPD/VPD	Coordinator appoints investigator (internal complaints); VUPD/VPD (external complaints)
Investigation Timeline	None	90 Days
Investigation Procedures	None other than as required by VUPD/VPD	Specifically identified in policy
Opportunity to Participate in Investigation	Limited	Parties may review and respond to collected evidence
Access to Formal Reports	Limited based upon discretion of investigating officers	Full access to complete reports with rights to respond prior to hearing
Consequences for Failing to Participate in Investigation	Not Identified	None as required by Federal regulations
Formal Hearings	Conducted by Dean of Students	Conducted before the Decision Maker; must be in person, and if requested by a party, via simultaneous videoconference

Issue	Current Policy	Proposed Policy
Decision Maker	Dean of Students	Students/visitors: Dean of Students Staff: Director of Human Resources Faculty: Provost
Identification of Designees in the Event of a Conflict of Interest	None	Incorporated into Policy
Questioning of Parties	Unclear	Posing of "relevant" questions to witnesses and other parties permitted by Advisors only.
Timelines for Determinations of Responsibility	None	Within 30 business days of the hearing
Sanctions	Primarily directed towards students	Specific sanctions for each class of person associated with campus
Consequences of Withdrawing/Resigning during Investigation	None	Investigation continues; possible notation of withdraw/resignation on permanent records
Appeals	Student Life Committee, Dean of Students, appeal moderator	President
Appeal Deadline	Differing deadlines depending on policy	7 business days after issuance of decision by Deciding Official
Appealable Grounds	Unclear	Specifically identified
Record Retention Requirements	Limited	7 years as required by regulation
Approval of Office of Civil Rights	Specifically identified as non-compliant	Majority of policy approved <i>prior</i> to regulatory changes enacted in May of 2020. Basic structure of policy is similar to approved version, but adds a number of requirements based upon regulatory framework.