

**VINCENNES UNIVERSITY BOARD OF TRUSTEES  
MINUTES OF REGULAR SESSION  
Wednesday, August 27, 2014  
11:15 a.m. (EDT) – Room 226/227  
Vincennes University Jasper Campus  
Center for Technology, Innovation & Manufacturing  
850 College Avenue  
Jasper, Indiana 47546**

**Trustees Present:**

J.R. Gaylor, Board Chair  
Darrel Bobe  
Dick Helton, President  
Reggie Henderson  
Jim McCormick (by audio)  
MJ Michael, Student Trustee  
Susan Olesik (by audio)  
Greg Parsley  
George Ridgway  
Rick Schach  
Mike Sievers  
John Stachura  
Anne Emison Wishard (by audio)

**Others Present:**

Brent Stuckey, Attorney for the Board  
Chuck Johnson, 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

**Trustees Absent:**

Tim Grove

**CALL TO ORDER**

Chair J.R. Gaylor called the meeting to order at 11:15 a.m. (EDT) in Rooms 226/227 of the Center for Technology, Innovation and Manufacturing on the Jasper Campus, Jasper, Indiana.

**SWEARING-IN OF NEW TRUSTEE**

Attorney Brent Stuckey swore in the new Student Trustee Mark A. (MJ) Michael, who is a senior B.S. Homeland Security and Public Safety major who has already received his Associate Degree in Law Enforcement. MJ served as a Student Ambassador, a Campus VideoNet Service Technician, and President of the Student Government Association for the 2013-14 academic year. Chair Gaylor welcomed MJ to the Board of Trustees.

**ROLL CALL/ACCEPTANCE OF AGENDA**

Pat Konkle 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 June 25, 2014, and August 25, 2014, meetings had been distributed. Trustee Darrel Bobe made a motion to accept the minutes as distributed. Trustee George Ridgway seconded the motion, and the motion carried unanimously.

**CHAIRMAN'S REMARKS**

Board Chair J.R. Gaylor reported that the Board of Trustees met in Executive Session to evaluate President Helton's performance and employment agreement and noted that the Trustees are pleased with his leadership.

**MOTION #14-40**

Trustee John Stachura made a motion to approve President Helton's Addendum to Employment Agreement, as indicated below. Trustee Reggie Henderson seconded the motion, and the motion carried unanimously.

### ADDENDUM TO EMPLOYMENT AGREEMENT

**THIS ADDENDUM TO EMPLOYMENT AGREEMENT** is reached and executed this 27<sup>th</sup> day of August, 2014 between the Board of Trustees for the Vincennes University (the Board) and Dr. Richard Helton, Ph.D. (Dr. Helton).

**WHEREAS**, the Board is employing Dr. Helton as its President pursuant to an Employment Agreement dated June 23, 2010 and an Addendum to Employment Agreement dated June 26, 2013 by which Dr. Helton is employed by the University through July 31, 2016; and

**WHEREAS**, the Employment Agreement provides the Board will conduct an annual review of Dr. Helton's compensation and performance during the prior year for the expressed purpose of considering an extension of the term of the contract and adjustments in compensation for the following year; and

**WHEREAS**, Dr. Helton has requested at the present time that the Board not extend his employment contract past its present July 31, 2016 end date; and

**WHEREAS**, the Board has conducted a thorough review of Dr. Helton's job performance; and

**WHEREAS**, the Board has considered the University's strong financial performance during the fiscal year ending June 30, 2014, the University's increasing enrollment, and the University's success in continuing to provide affordable quality educational opportunities, noting that the University continues to be the lowest cost residential campus in the state and continues to be a leader in creating cost effective educational opportunities such as early college and dual credits; and

**WHEREAS**, the Board continues to be very well pleased with the leadership Dr. Helton has provided the University during the past year and also during the ten years of his presidency.

**NOW, THEREFORE**, the University and Helton agree as follows:

1. University shall pay Dr. Helton an annual salary of Two Hundred Forty Five Thousand Dollars (\$245,000), effective August 1, 2014.
2. The University shall pay Fifty Two Thousand Dollars (\$52,000.00) to the University's 401(a) plan on Dr. Helton's behalf during the contract year. The University shall make seven bi-weekly payments of Two Thousand One Hundred Four Dollars and Forty Cents (\$2,104.40) during the remainder of 2014 and the University shall make 16 bi-weekly payments of Two Thousand Three Hundred Twenty-Nine Dollars and Thirty-Two Cents (\$2,329.32) during 2015.
3. The University shall make a Fourteen Thousand Dollars (\$14,000) one-time payment to Dr. Helton as additional compensation, which payment is to be made during the 2014 calendar year.
4. The University shall make a one-time payment of Thirty Four Thousand Three Hundred Twenty Dollars (\$34,320) during the calendar year 2014 as deferred compensation on Dr. Helton's behalf to a 415(m) plan.

All of the other terms of the Employment Agreement dated June 23, 2010 shall remain in full force and effect.

**IN WITNESS WHEREOF**, this Addendum is executed this 27<sup>th</sup> day of August, 2014 by John R. Gaylor, Chair of the Board of Trustees for the Vincennes University, and Dr. Helton.

UNIVERSITY  
BOARD OF TRUSTEES FOR THE  
VINCENNES UNIVERSITY

By: \_\_\_\_\_  
John R. Gaylor, Chairman

DR. HELTON

\_\_\_\_\_  
Richard Helton, Ph.D.

### REPORTS FROM TRUSTEE SUBCOMMITTEES

#### University Affairs Committee

Weapons Policy – Committee Chair Reggie Henderson reported that the Committee is recommending the Board of Trustees approve an amendment to the current Prohibition of Dangerous Substances and Weapons Policy to allow all law enforcement officers to carry weapons on campus.

**MOTION #14-41**

Trustee Reggie Henderson made a motion to approve the revised Prohibition of Dangerous Substances and Weapons Policy as indicated below. Trustee George Ridgway seconded the motion, and the motion carried with one nay vote from Trustee Anne Emison Wishard

**Prohibition of Dangerous Substances and Weapons Policy**

The transfer, use, or possession of ammunition, explosives, fireworks, dangerous chemicals, or any kind of dangerous weapon on any Vincennes University property is expressly and explicitly prohibited by the Board of Trustees, except as provided by this policy. The Board of Trustees specifically authorizes commissioned law enforcement officers to carry firearms in the course of their employment on Vincennes University property. In addition, legal self-defense substances such as tear gas, mace, and pepper spray are not prohibited by this policy when possessed for personal protection.

Alcohol Requests –Committee Chair Henderson reported that the President’s Office has received two alcohol requests: (1) Good Samaritan Hospital Foundation’s Gala on Saturday, December 13, 2014, in the Green Activities Center from 6-10 p.m.; and (2) Vincennes Rotary Club Centennial Celebration Dinner on Saturday, March 28, 2015, in the Green Activities Center from 6-8 p.m. The Committee is recommending approval of these requests.

**MOTION #14-42**

Trustee Reggie Henderson made a motion to approve the two alcohol requests from (1) the Good Samaritan Hospital Foundation to serve alcohol at its Gala on Saturday, December 13, 2014, in the Green Activities Center from 6-10 p.m.; and from (2) the Vincennes Rotary Club to serve alcohol at its Centennial Celebration Dinner on Saturday, March 28, 2015 in the Green Activities Center from 6-8 p.m. Trustee John Stachura seconded the motion, and the motion carried with one nay from Trustee Darrel Bobe.

**Finance/Revenue Committee**

Bids for the New Student Union – Committee Chair Mike Sievers reported that the Finance/Revenue Committee has met regarding the bids received on the New Student Union. The Committee is recommending that the Board of Trustees approve the following recommendations:

- Contract 1, Site – Wabash Utilities, Vincennes, \$219,200
- Contract 2, General – CDI Inc., Terre Haute, \$2,749,100
- Contract 3, Mechanical – Peyronnin Construction, Evansville, \$932,200
- Contract 4, Electrical – HEF Services, Terre Haute, \$457,300
- Total Project -- \$4,357,800

**MOTION #14-43**

Trustee Mike Sievers made a motion to accept and approve the bids listed above. Trustee John Stachura seconded the motion, and the motion carried with Trustee Anne Emison Wishard abstaining.

Authorization to Approve the Oliphant Road Project – Committee Chair Sievers is asking permission from the Board of Trustees for authorization for the Finance/Revenue Committee to accept and approve the bids for the Oliphant Road Project.

**MOTION #14-44**

Trustee Mike Sievers made a motion to authorize the Finance/Revenue Committee to approve the bids for the Oliphant Road Project. Trustee John Stachura seconded the motion, and the motion carried with Trustee Anne Emison Wishard abstaining. Trustee Wishard asked to receive written information on this project.

**REPORTS FROM THE ADMINISTRATIVE LEADERSHIP**

**Marketing/Enrollment Report**

Kristi Deetz, Senior Director of External Relations, reported on enrollment for the first day of the new fall term. For the Vincennes Campus, application intake increased 4 percent which at the end of the recruitment process generated a 4 percent increase in new students (First-Time Freshmen, First-Time Transfers, and Reapplies). The Fall 2014 incoming class was 100 students stronger with a total of 2,605, while total campus enrollment reached 5,121, an

increase of 51 students. The Jasper Campus reported a first day enrollment of 695 students, 58 fewer than last fall. The incoming class did increase by 42 students compared to F2013, but it was not enough to compensate for a smaller continuing class. The Aviation Technology Center matched last year's first day total with 205 students, and the incoming class totaled 103 students compared to 104 in 2013. Ms. Deetz ended with the system-wide enrollment status of 8,921 students, an increase of 48. She explained that the fall enrollment will continue to develop until the October 15 census date. In 2013, the extended registration programs including Early College, Project EXCEL, Military Education, Business and Industry, and Distance Education contributed a headcount of 12,244 students to the official system wide enrollment of 18,383.

### **MyFoundationsLab Report**

Provost Johnson introduced Dr. Laurel Smith, Interim Assistant Provost for Curriculum and Instruction, Dr. Lisa Bishop, Director of the Counseling Center, and Professor Michelle Cummins, Assistant Professor of Mathematics and Director of the VU Student Success Center. Dr. Smith reported that retired Chemistry Professor Jay Bardole chaired a retention work group a couple of years ago whose focus was to prepare recommendations on ways of retaining students. One of the recommendations from that work group was to start a center with more proactive advising and community building. Dr. Bishop reported that many students attend VU and bring risk factors with them including the need for developmental classes. If students are placed in these classes, they are delayed in the completion of their college coursework. During the Summer of 2013, a program entitled MyFoundationsLab started where developmental students who were close to placing into the next higher level course were invited to take a diagnostic exam based on the Accuplacer and then enrolled in a customized on-line class during the summer with the goal of improving their placement in higher level remedial courses or out of developmental courses entirely. Faculty coaches worked with the students, and by the start of the Fall 2013 Semester, two-thirds of the students had improved their course placements, saving students and their families thousands of dollars in tuition and fees, as well as time. Tracking of those students through the first year showed that MyFoundationsLab participants who tested up persisted at the same or higher rate as students with similar backgrounds who tested at the same level. Further, MyFoundationsLab participants showed the same or better levels of success when completing subsequent gateway courses (e.g., English 101 or Math 102) as the control group. These results indicate that changes in placements as a result of MyFoundationsLab were as valid as other placement results. Professor Cummins reported that the MyFoundationsLab program was expanded in summer, 2014. Professor Cummins, along with four Success Coordinators in VU's new Student Success Center, recruited more than 280 students for the program this past summer. Of that group, approximately 175 students completed the required lessons and retested. The results were that approximately 60 percent of the students who retested placed into higher-level courses. Furthermore, some of these students were able to test out of all developmental classes, again saving significant time and money for students, families, and taxpayers. Plans are in place to continue and again expand the MyFoundationsLab program for 2015-2016.

### **PRESIDENT'S COMMENTS**

President Helton made the following comments:

- Congratulated MJ Michael on being selected as the new Student Trustee.
- Thanked Laurel Smith, Lisa Bishop, and Michelle Cummins for their leadership and passion on the MyFoundationsLab Project that is ongoing at VU.
- Announced that on Thursday, VU will take part in a press conference at which a partnership will be announced between VU, Purdue, and Subaru Automotive.
- Thanked the Board of Trustees for their kind words and the Addendum to his Employment Agreement.

**Adjournment**

There being no further business to come before the Trustees, the Regular Session adjourned at 12:20 p.m. (EDT).

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Darrel Bobe, Secretary

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J.R. Gaylor, Chair