

**VINCENNES UNIVERSITY BOARD OF TRUSTEES
MINUTES OF REGULAR SESSION
Wednesday, December 5, 2018 – 10:30 a.m. (EST)
Vincennes University
Indiana Center for Applied Technology (ICAT) – Room 143
1500 N. Chestnut Street
Vincennes, IN 47591**

Members Present:

John Stachura, Chair
Darrel Bobe
Scott Brand
Tim Grove
Reggie Henderson (by audio)
Chuck Johnson, President
Millie Marshall (by audio)
Greg Parsley
Mike Sievers

Others Present:

Brent Stuckey, Attorney for the Board
Nancy Irwin, Secretary to the President
Laura Treanor, Provost
Phil Rath, Vice President for Financial Services/
Government Relations
Dave Tucker, Vice President for Workforce Development/
Community Services

CALL TO ORDER

Chair John Stachura called the meeting to order at 10:30 a.m. (EST) in Room 142 of the Indiana Center for Applied Technology (ICAT) Building on the Vincennes Campus.

ROLL CALL/ACCEPTANCE OF AGENDA

Nancy Irwin called the roll. A quorum was declared with 9 Trustees present. The agenda was approved by consensus of the Board.

REPORTS FROM TRUSTEE COMMITTEES

Personnel & Nominating Committee:

Election of Board Chair

Committee member Darrel Bobe reported on behalf of Committee Chair Rick Schach that the Personnel/Nominating Committee has 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. Trustee Bobe asked for a motion to approve these recommendations.

MOTION # 18-20

Trustee Greg Parsley made the motion and Trustee Tim Grove seconded the motion. A roll call vote was taken, and there were 9 yeas and 0 nays, and the motion passed.

APPROVAL OF MINUTES

Minutes of the October 1, 2018 Finance/Revenue Committee, Executive Session, and Regular Session had been distributed. A roll call vote was taken, and there were 9 yeas and 0 nays, with the minutes passing unanimously.

CHAIRMAN'S REMARKS

Chair Stachura extended kudos to both the Men's & Women's Basketball teams, and complimented them on their great season thus far. Chair Stachura congratulated the Board officers that were re-elected for another year and thanked them for their willingness to serve. Chair Stachura also expressed gratitude and appreciation for Mike Gress and his team for all their hard work and the incredible job they have done and continue to do for the University with regards to the Higher Learning Commission.

REPORTS FROM TRUSTEE COMMITTEES

University Affairs Committee:

Curriculum Items

Committee Chair Reggie Henderson asked Provost Laura Treanor to report on the Program Additions, Program Suspensions, and Academic Guidelines and University Core Curriculum items, which are attached to the minutes. Provost Treanor reported on each of these items.

MOTION #18-21

With no questions from the Board, Committee Chair Henderson requested a motion be made to approve these items. Trustee Millie Marshall made a motion and Trustee Mike Sievers seconded the motion. A roll call vote was taken with 9 yeas and 0 nays, with the motion passing unanimously.

Lightning Policy for Athletics

Committee Chair Henderson asked President Johnson to present information on this policy, which is attached to the minutes. President Johnson reported that this is a new policy developed by the athletic department to insure safety of our student-athletes involved in outdoor sports, and was crafted to be consistent with policies at NCAA institutions. The President recommended that the full Board approve this policy, and if approved, the policy will be posted in the appropriate locations. Trustee Darrel Bobe asked when the policy would be made effective, and President Johnson responded it would be made effective immediately.

MOTION # 18-22

With no further questions from the Board, Committee Chair Henderson made a motion to approve this policy and Trustee Darrel Bobe seconded the motion. A roll call vote was taken with 9 yeas and 0 nays, with the motion passing unanimously.

Finance/Revenue Committee:

Bids for Godare Hall renovations

Committee Chair Mike Sievers reported that the Finance/Revenue Committee met and approved the bids for renovations to Godare Residence Hall.

- **General Construction – Wolfe Construction Company, Vincennes, IN - \$360,866.00**
- **Mechanical Construction – Haase Mechanical, Vincennes, IN - \$2,719,795.00**
- **Electrical Construction – Skill Electric, Vincennes, IN - \$226,887.00**
- **Total Award - \$3,307,548.00**

MOTION # 18-23

With no questions from the Board, Committee Chair Sievers requested a motion be made to approve these bids. Trustee Scott Brand made a motion and Trustee Tim Grove seconded the motion. A roll call vote was taken with 9 yeas and 0 nays, with the motion passing unanimously.

REPORTS FROM THE ADMINISTRATIVE LEADERSHIP

Recruitment/Enrollment Report

Kristi Deetz, Senior Director of External Relations, and Heidi Whitehead, Director of Admissions distributed the University Enrollment and Recruitment report, and the Gallup-Indiana Graduation Satisfaction Survey. Reports showed that 25 less students had been accepted for spring 2019 compared to 2018 and 50 less had enrolled. While FTF and Transfers both showed decline, Re-applies grew by 14 students. The January START VU program also showed growth in reservations with 68 (as of the meeting) scheduled to attend compared to 63 in 2018. Spring applications for Jasper have increased by 11 with 5 more students being enrolled compared to last year. As of the meeting, 38 students were reserved to attend the December 7 START VU program on the Jasper campus. Applications for both the Aviation Technology Center and American Sign Language program remain steady with 6 more students enrolled at ATC and 4 less at ASL. Distance Education is showing an increase of 40 more applications with an increase of 62 in accepted apps. To date, 2 more students have been enrolled. System wide headcount for fall 2018 reached 17,485. Programs showing enrollment growth include American Sign Language (67), Early College (4,354), and Business and Industry (1,084). Regarding the incoming class of 2018, ASL was the only campus to see a growth in males. All sites maintained or increased female enrollment as well as Hispanic/Latino students. The University did see growth in counties further away from campus but saw decline in Marion and the C-9 region. Looking ahead to fall 2019, VM applications and accepted apps are showing growth with 80 more applications and 27 more acceptances. Campus visits on the Vincennes campus are showing growth but a decline in group numbers as some 2017 events have been rerouted

to other activities. Illinois is close to surpassing its visit total for all of last year. The Illinois footprint is continuing to widen as fall applications are up from 100 last year to 147 this year thanks in part to increased visits, communications, and Counselor Day events. Jasper accepted applications are showing a slight decline for fall 2019. ATC has increased applications and acceptance, mostly due to the Flight program. ASL has dipped slightly in both applications and acceptances. DE currently has less applications, but 15 more accepted.

Swearing In of VU Police Officers

Vice President Phil Rath asked VU Police Chief Bob Dunham to introduce the two new police officers with the Vincennes University Police Department. Chief Dunham introduced Officer Blake Marsee, who has been with VU since July 17, 2018, and Officer Kevin Porter, who has been with VU since October 3, 2018. The officers have previously been sworn in by the Knox County Clerk and now need the authority from the Board of Trustees to serve as Vincennes University Police Officers.

MOTION #18-24

With no questions from the Board, Chair Stachura requested a motion be made to approve the two officers as VU Police Officers. Trustee Darrel Bobe made a motion and Trustee Tim Grove seconded the motion. A roll call vote was taken with 9 yeas and 0 nays, with the motion passing unanimously.

PRESIDENT'S COMMENTS

- VU continues to find ways to work through the patchwork of financial aid that is available to our students through the NextLevel Jobs program, Pell Grants, state-level funding, such as 21st Century Scholars and the Frank O'Bannon Award, as well as VU & VU Foundation Scholarships. We continue to work hard to manage all of these opportunities for our students to eventually graduate with the least amount of debt possible.
- Mid-Year Commencement will take place Saturday, December 8th. As of this date, there have been just under 600 students petitioning to graduate. Final exams will take place next week.
- VU's accreditation by the Higher Learning Commission was reaffirmed for 10 more years & will be up for reaffirmation in 2028-29. In the meantime, HLC has determined some items that VU needs to pay special attention to, which are mostly process-oriented items, i.e. administrative tasks. We are well on our way to having these items accomplished, as we will make our updated report to HLC in 2020. VU's HLC Liaison, Dr. Barbara Johnson, will be coming to campus to visit next week to discuss this process. He also expressed his appreciation for Mike Gress and his team for all of their hard work and dedication to this process.
- The President & VP Phil Rath have begun the process of budget presentations. Presentations have already taken place with the Indiana Commission for Higher Education & the State Budget Committee, with two more presentations to take place when the legislative session starts in January. He expressed his appreciation for Phil Rath and the hard work he does for Vincennes University at the Statehouse level.
- Some transitions have taken place within leadership at the University. Dean Jana Vieck, from the College of Health Sciences & Human Performance, has asked to leave that role & return as a Nursing faculty member. In her place, Michelle Cummins, Director of the Student Success Center and long-time faculty member, will serve as the Interim Dean. Rick Kribs has taken on the role of Assistant Provost of Curriculum and Instruction. He was Chair of the Mathematics Department and did an outstanding job with our Co-Requisite model for remedial education. Mike Gress will still be retained as Director of Institutional Effectiveness.
- On a recent trip to China, a relationship was established with Yancheng Polytechnic College. We are working on a proposal to bring faculty to Vincennes University this Spring for short course training. The Yancheng delegation that came to VU in September was very impressed with the quality of our laboratories and classrooms. A 3+2 arrangement is being discussed; 3 years at Yancheng and then coming to VU for a Bachelor's Degree in Technology. Also met with representatives at the US Consulate in Shanghai to discuss VU's partnerships in China. Also met with parents, students, principals and administrators to talk about programming and building more partnerships.
- Progress continues on the new John Deere Diesel Tech Building & the new Ag campus.
- B&I programs in Scott County continue to grow, and interest from other counties in the state to do similar programs is growing as well.
- The Gallup survey results reveal the quality of our faculty and dedication of our staff to student success.
- Center for Research and Innovation will help lead VU to another avenue in which we are closely aligned with industry and technical needs of our workforce.

Adjournment

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

J.R. Gaylor, Secretary

John Stachura, Chair

**PROPOSED CURRICULAR CHANGES
AS RECOMMENDED BY
CURRICULUM AND ACADEMIC AFFAIRS COMMITTEE**

*Prepared for the Board of Trustees, 11/13/18
Board Meeting 12/5/18*

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 develops people and enhances communities through accessible educational programs, strategic partnerships, and active engagement.

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 Additions

- American Sign Language and Deaf Studies Certificate 2032 (CPC)
Rationale: The certificate will provide students that already have a Masters or Baccalaureate degree the opportunity to acquire skills in working with Deaf people in the community as it relates to their professions. Projected enrollment is 5-7 students annually for the next five years.
- Computer Science 5004 (T504) (AS)
Rationale: The addition of an AS degree in Computer Science fulfills the required outcomes for the Transfer Single Articulation Pathway (TSAP) for Computer Science. Based on support of the Vincennes University IT Advisory Board members, creation of this degree program supports the skills desired in the workforce. Enrollment is projected to be 12 students in year one, 20 students in year two, and an annual increase of 6-8 students in years 3-5.
- Agribusiness – Urban Agriculture Concentration 5304 (AS)
Rationale: This concentration will appeal to individuals in the urban areas in our state. Urban agriculture is growing around the state as a result of various areas experiencing food deserts. This concentration will be offered at the Vincennes campus and will reflect a combination of courses from both the Agribusiness/Horticulture programs. Enrollment is projected to be 5 students in year one, 10 students in year two, 12 students in year three, 15 students in year four, and 17 students in year five.
- Cyber Security and Network Operations Certificate 5457 (CG)
Rationale: The certificate will provide students with the opportunity to obtain skills to help meet the demand in the workforce for Information Technology professionals with Cyber Security specialization. The certificate will be offered at the Vincennes campus, Early College sites, and via Distance Education. Enrollment is projected to be 10 in year one, 15 in year two, 17-18 in year three, 19-20 in year four, and 21-22 in year five.
- Horticulture Science Certificate 7401 (CPC)
Rationale: The certificate will provide students the opportunity to complete the certificate in the first year of study and then continue with the second year to complete the associate degree in Horticulture Science. Projected enrollment over a five-year period follows: Year 1 – 10; Year 2 – 12; Years 3 and 4 – 15 each; Year 5 – 20.

- Technology - Construction Management Concentration 8008 (BS)
Rationale: This baccalaureate concentration will provide an opportunity for existing students to enhance and improve their skills for expanded employment opportunities in the construction management field, as this field is experiencing a significant decline in qualified workers. Enrollment is projected to be 20 students per year over a five-year period.
- Diesel Maintenance Technology Certificate 8278 (CPC)
Rationale: The certificate will be offered at the Vincennes campus and Early College Career and Tech Centers. The certificate will provide more options for the students and opportunities for retraining. Upon completion of the certificate, students may enroll in the CG and/or ASCT degree program. Projected enrollment over a five-year period is 100+ students.
- Diesel Service Technology Certificate 8279 (CG)
Rationale: The advisory team advised that industry has opportunities and careers for all skill levels in the area of diesel technology. The certificate will be offered at the Vincennes campus, providing more options for students and opportunities for retraining. Students will complete the ASE Student Certification in brakes, steering, suspension, electrical/electronic systems. Upon completion of the certificate, students may enroll in the ASCT degree in diesel technology or seek employment opportunities within the industry. Projected enrollment over a five-year period is 100-150 students.

Program Suspensions

- Emergency Medical Services/Paramedic Certificate 6035 (CG)
Rationale: The program suspension is the result of declining enrollment.

Academic Guidelines and University Core Curriculum Items

Academic Guidelines Proposal AG-1, 2019-20

The Curriculum and Academic Affairs Committee and the Faculty Senate support the proposed addition of residency requirements for certificates under the “Academic Guidelines, Requirements for Graduation” section in the catalog. Proposed revisions follow:

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, from the University, a minimum of 30 semester hours of credit toward a baccalaureate degree, and 15 semester hours of credit toward an associate degree, and 50% of the semester hours of credit toward a certificate. ~~from the University.~~
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November 13, 2018

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 Additions

- American Sign Language and Deaf Studies Certificate 2032 (CPC)
- Computer Science 5004 (T504) (AS)
- Agribusiness – Urban Agriculture Concentration 5304 (AS)
- Cyber Security and Network Operations Certificate 5457 (CG)
- Horticulture Science Certificate 7401 (CPC)
- Technology - Construction Management Concentration 8008 (BS)
- Diesel Maintenance Technology Certificate 8278 (CPC)
- Diesel Service Technology Certificate 8279 (CG)

Program Suspensions

- Emergency Medical Services/Paramedic Certificate 6035 (CG)

Academic Guidelines and University Core Curriculum Items

- Academic Guidelines Proposal AG-1, 2019-20 – Addition of Residency Requirements for Certificates

Approved:

Charles R. Johnson, Jr., President

Laura Treanor, Provost

Vincennes University Sports Medicine

Lightning and Threatening Weather Policy

In the event of lightning during an official sport practice or event, precautions must be taken to ensure the safety of both student-athletes and spectators. In any event, the Certified Athletic Trainer (ATC), in conjunction with Event Management Staff and/or sport officials if necessary, will be responsible for monitoring inclement weather. If the Certified Athletic Trainer is not present, it is the Head Coaches responsibility to monitor inclement weather and notify the Certified Athletic Trainer. The Certified Athletic Trainer is responsible for communicating directly to the Athletic Director once lightning has been detected in the area.

Monitoring Inclement Weather

It's the responsibility of each coach and the Certified Athletic Trainer to monitor the lightning and the weather forecast for potential inclement weather during practice. If a Certified Athletic Trainer member identifies a potentially dangerous lightening situation, they have the unchallengeable authority to remove participants from the area. When a coach identifies a potential lightning situation, they have the responsibility to enact the lightning policy.

Flash-to-Bang Method

Begin counting when sighting a lightning flash. Counting is stopped when the associated bang (thunder) is heard. Divide this count by five to determine the distance to the lightning flash (in miles). Example: Count of 30 seconds = distance of 6 miles.

Suspend and Resume Activity

In the event of lightning during an official sport practice, or even the criteria to suspend and resume activity, will utilize both the guidelines from the National Athletic Training Association (NATA) and the National Colligate Athletic Association (NCAA).

The NATA recommends that individuals be completely within an identified safe location when the lightning is within 5 nautical miles (nmi; roughly 6 statute miles). Therefore when lighting is within 8 miles of the specific location, all practices or games should be suspend or postponed. Activities should be suspended or postponed for 30 minutes after the last strike of lightning is seen (or at least is 5 nmi away), and/or after the last sound of thunder is heard. The thirty-minute clock restarts after for each lighting flash within 5 nmi and/or each time thunder is heard. (NATA Position Statement: Lightning Safety for Athletics and Recreation – 2013).

The NCAA recommends that that individuals return to a safe location upon the first sound of thunder, because lighting is likely to be within eight to ten miles. Activities should be suspended or postponed for 30 minutes after the last strike of lightning is seen and/or after the last sound of thunder is heard. The thirty-minute clock restarts after for each lighting flash and/or each time thunder is heard. (NCAA Sports Medicine Handbook-2014/2015).

Therefore, if lighting is within 8 miles of the location of the practice or event and/or thunder is heard or lighting is seen, activity will be suspended or postponed until thirty minutes of the last lightning strike that has been seen, thunder heard, or lightning is outside of the 8 mile radius.

Safe Shelter

A safe location is any university-designated building. The building should have four solid walls (not a dugout), electrical and telephone wiring, as well as plumbing, all of which aid in grounding a structure. The secondary choice for a safe location from lightning hazard is a fully enclosed vehicle with a metal roof and the windows completely closed. It is important to not touch any part of the metal framework of the vehicle

Vincennes University Sports Medicine

Lightning and Threatening Weather Policy

while inside during the present thunderstorms. It is not safe to shower, bathe or talk on landline phones while inside of a safe shelter during thunderstorms. (Cell phones are acceptable)

Unsafe Locations

Unsafe locations include most places termed shelters, such as picnic, park, sun, bus, and rain nonmetal shelters and storage sheds. Locations with open areas, such as tents, dugouts, refreshment stands, gazebos, screen porches, press boxes, and open garages are not safe from lighting hazard. (NATA Position Statement: Lightning Safety for Athletics and Recreation – 2013)

Outside locations increase the risk of being struck by lightning when thunderstorms are in the area. Dugouts, refreshments stands, open press boxes, rain shelters fold shelters, and picnic shelters, even if they are properly grounded for structural safety, are unsafe and may actually increase the risk of a lightning injury. (NCAA Sports Medicine Handbook-2014/2015)

All individuals have the right to leave an athletic site in order to seek a safe structure, if the person feels in danger of impending lightning activity, without fear of repercussions or penalty from anyone.

First Aid

Active thunderstorms can pose an ongoing hazard to rescuers, as well as spectators and sport participants. Rescuers and emergency personnel must ensure their own personal safety before venturing into the venue to provide aid.

- Activate the emergency management system.
- Lightning victims do not carry a charge and are safe to touch.
- Begin CPR & AED, if necessary
- Evaluate and treat for hypothermia, shock, fractures, and/or burns, if necessary.