

VINCENNES UNIVERSITY BOARD OF TRUSTEES
ANNUAL MEETING
MINUTES OF REGULAR SESSION
Monday, October 3, 2022 – 10:15 A.M. (EDT)
Udike Center for Science, Engineering and Mathematics
Room #213
1251 N. Chestnut Street
Vincennes, IN 47591

Members Present:

John Stachura, Chair
Darrel Bobe
Kelly Clauss (Zoom)
Reggie Henderson (Zoom)
Chuck Johnson, President
Mike Sievers
Don Villwock

Others Present:

Brent Stuckey, Attorney for the Board
Nancy Irwin, Record Clerk for the Board
Tim Eaton, Vice President for Financial Services (Zoom)
Tony Hahn, Vice President for Government & Legal Affairs
Laura Treanor, Provost
Dave Tucker, Vice President for Workforce Development/
Community Services

CALL TO ORDER

Chair John Stachura called the meeting to order at 10:15 a.m. (EDT) in Room #213 in the Udike Center for Science, Engineering and Mathematics on the Vincennes campus.

ROLL CALL

Nancy Irwin called the roll. A quorum was declared with 7 Trustees present.

Chair Stachura announced information regarding new trustees to replace George Ridgway and the student trustee has not yet been received, but we hope to swear in these new trustees at the December meeting.

APPROVAL OF MINUTES

Minutes of the 8-24-22 Finance/Revenue Committee and Regular Session had been distributed. With no questions from the Board, Chair Stachura requested a motion be made to approve the minutes. Trustee Don Villwock made a motion to approve the minutes and Trustee Darrel Bobe seconded the motion. A roll call vote was taken, and there were 7 yeas and 0 nays, with the minutes passing unanimously.

PERSONNEL & NOMINATING COMMITTEE REPORT:

Election of Board Chair

Committee member Mike Sievers reported on behalf of Committee Chair Rick Schach that the Personnel & Nominating Committee had met and brought forth a recommendation to re-elect John Stachura as Chair for the Board of Trustees for another year.

MOTION # 22-13

Trustee Mike Sievers made a motion to approve and Trustee Don Villwock seconded the motion. A roll call vote was taken with 6 yeas and 0 nays, with Chair Stachura abstaining from the vote.

CHAIRMAN'S REMARKS

Chair Stachura expressed appreciation to the Board for all their help, and for the confidence placed in him to continue serving as the Chair. Mr. Stachura also shared with the Board that he will be stepping down as a member of the Finance/Revenue Committee and has asked Trustee Don Villwock to serve on the committee.

ACTION ITEMS:

Conflict of Interest Statements

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

MOTION # 22-14

With no questions from the Board, Trustee Mike Sievers made a motion to approve, and Trustee Don Villwock seconded the motion. A roll call vote was taken, with 7 yeas and 0 nays, with the motion passing unanimously.

REPORTS FROM THE ADMINISTRATIVE LEADERSHIP

Robeson Hills Update

Tony Hahn, Vice President for Government and Legal Affairs, provided a brief update on Robeson Hills, a 545-acre preserve in Lawrence County, Illinois, that is owned by VU and serves as an outdoor laboratory and environmental education site for VU students. Robeson Hills is one of the best examples of an old-growth beech and maple forest in all of Illinois and it also has significant archaeological significance. He reported that a year ago a Purdue Extension-certified forester was consulted on what the University should do to maintain the intent of the preserve. VP Hahn shared the next step is to employ a qualified forester through a request for proposal process to complete a forest inventory and create a forest management plan. Mr. Hahn concluded that no action was required today, but wanted to make the Board aware of the update involving this area.

Annual Update for VU Foundation

Kristi Deetz, VU Foundation Director and Senior Director of Institutional Advancement, and Leslie Kidwell, Director of Development, presented an update from the Foundation. Some of the highlights of the past year include:

- The 2021-2022 fundraising year marked significant growth in several stages of the moves management process, as well as engaging new donors
- Fundraising achievements: \$1.8 million overall goal exceeded (\$1,979,931) – 10 new endowed funds – 13 President's Circle Donors (Individual gifts over \$10,000) – 11 Corporate gifts of \$10,000
- 335 new donors were obtained; up by 27%
- Blazers Give Day 2022 raised \$114,000; the next Blazers Give Day is April 13, 2023
- Living Alumni numbers are up to 125,177
- Almost 3,000 stories have been collected on The Oral History Project
- 14,000 hard copies mailed and 58,000 emails to a digital copy were sent regarding the Columns Magazine

Other information shared included:

- First Quarter highlights
- Comprehensive Campaign Study
- SLATE Advancements and opportunities
- Stewardship
- Blazers Give
- Website with new content
- Scholarship dinner with donors

PRESIDENT'S COMMENTS

- The President congratulated Chair Stachura for being reappointed as Board Chair for another year. He also extended appreciation to Trustees Kelly Clauss and Reggie Henderson for serving another term on the Board.
- The President introduced Amie Calvert to the Board. Amie comes to VU from Eastern Illinois University and serves as the University's Title IX and Compliance Officer.
- Applications for Spring Semester 2023 and Fall Semester 2023 are trending in the right direction; system-wide numbers are up in headcount and full-time equivalency. The leading areas seeing growth are the VU Jasper Campus, online programs, and Early College programs. President Johnson also reported that Sarah McLin is currently serving as the Interim Director of Admissions.
- International enrollment numbers have also increased, with 20 countries represented. VU has achieved 100% growth since 2016. Driving the increase are students from China, where VU has a special focus. The President stated we have made great strides in this area despite the pandemic, and he expressed appreciation to Rad Wang, Wade Chen, Shanni Simmons, Sarah McLin, and the Admissions team for all their efforts.
- A virtual signing ceremony recently took place with Shanghai Vocational College for 3+1 and 3+2 Bachelor's Degree programs. We are also anticipating an agreement with several schools from outer Mongolia, which has been led by Chanhee Lee, a faculty member in Philosophy.
- The President reported on new committees that have been established: 1) IT Executive Committee, which focuses on strategic IT issues, website improvements, and technology enhancements; 2) ATAC (Administrative Technical and Academic Committee) meets regularly to examine things on an institution-wide level; 3) Data Governance Committee led by Dale Pietrzak, which will focus on how we find, share, and secure data institution-wide.
- A consultant has been hired to help us hone our Assurance Argument as we prepare for the Higher Learning Commission's comprehensive visit in January.
- Vincennes University was the host school for the CATYC (Council on Accreditation for Two-Year Colleges) fall conference in Indianapolis. A reception was held at the Aviation Technology Center and the President thanked Laura

Carie and Nancy Irwin for all their work in coordinating the event. In addition, several presentations at the conference were given by VU personnel, which showcased a variety of the great work being done by our institution.

- The President's Golf Outing at the Brickyard Crossing in Indianapolis will take place this week, which helps raise scholarship funds for the Aviation Technology Center.
- On Friday, the President will be speaking at the Indiana Association for Career and Technical Education (IN-ACTE) Conference in Indianapolis.
- On October 13th the President will be giving VU's budget presentation to the Indiana Commission for Higher Education.
- Vincennes University was recently ranked in the top 10 in the country for the Pharmacy Tech online program. The President acknowledged Dean Michelle Cummins in the College of Health Sciences and Human Performance for all the great work in this program.
- After the meeting, the Trustees will tour the new Center for Applied Robotics and Automation, Additive Manufacturing and Reverse Engineering Center, and HURCO Advanced CNC Machining labs in the Technology Center.

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

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. ☒ 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 Indiana/Kentucky
- 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
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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 9/1/2022

J. R. Gaylor
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 \$4,550,000 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, pursuant to IC 22-4-18-1; 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 October 3, 2022 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.