

**IVY TECH COMMUNITY COLLEGE  
BLOOMINGTON CAMPUS  
BOARD OF TRUSTEES**

**MINUTES**

**November 17, 2020 at 4:00 p.m.**

The Bloomington Board of Trustees met on Tuesday, November 17, 2020 via Zoom.

Chairwoman Connie Ferguson called the meeting to order and called the roll.

Lynn Coyne	Present
Imojean Dedrick	Present
Shawna Girgis	Present
Laura Hammack	Present
Carven Thomas	Present
Jim Touloukian, Secretary	Present
Connie Ferguson, Chair	Present

**Trustees present:**     **Connie Ferguson, Lynn Coyne, Imojean Dedrick, Shawna Girgis, Laura Hammack, Carven Thomas, Jim Touloukian**

**Others present:**     Jennie Vaughan, Amanda Billings, Steve Bryant, Chris Carroll, Susie Graham, Adam Gross, Gretchen Gutman, Tina Phelps, Joyce Poling, Montra Reinhardt, Chris Stadler, Dr. Larry Swafford, Trudy Weddle, and Michael Reschke (Herald-Times reporter)

Chancellor Jennie Vaughan reported that the meeting was legally advertised. This meeting is being held in compliance with IC 5-14-1.5 et seq and the Governor's Executive Orders 20-04 and 20-09. No members of the governing body attended in person and instead attended remotely. The public was invited to attend the meeting open to the public by remote access via a link shared in the public notice.

**INTRODUCTION OF GUESTS**

Chancellor Vaughan deferred introductions to her report later in the meeting.

**APPROVAL OF MINUTES**

Trustee Lynn Coyne made the motion to approve the minutes from the September 22, 2020 meeting, and Trustee Shawna Girgis seconded.

Chairwoman Ferguson called roll for the vote:

Lynn Coyne	Aye
Imojean Dedrick	Aye

Shawna Girgis	Aye
Laura Hammack	Aye
Carven Thomas	Aye
Jim Touloukian, Secretary	Aye
Connie Ferguson, Chair	Aye

The minutes were adopted as presented.

### **CHAIRPERSON'S REPORT**

Chairwoman Ferguson said she's been talking with other board members and some of the state trustees as a way of keeping communications going even though we can't be together in person.

### **CHANCELLOR'S REPORT**

Chancellor Vaughan announced that we have identified our new Dean for the School of Nursing, Montra Reinhardt, who was named for this role on October 1. Montra said she had previously served as interim dean after Pam Thompson retired and has been with the college for 17 years. She started her career with us in January 2003 when she was hired as an adjunct; then she moved to a full-time nursing faculty position in January of 2004. She earned her Bachelor's Degree from the University of Evansville and her Masters from the University of Southern Indiana in long-term and acute care. Working with Pam throughout the years helped prepare her for this new position—especially when the pandemic hit earlier this spring. For the first time ever, we moved all of our nursing classes to virtual shortly after our spring break. We had about a two-week turnaround to change all of our courses, but we did it. We were also able to graduate that spring cohort. Montra said that nursing courses remained virtual through the summer term, and we've been able to have some face-to-face labs and clinicals this fall. Things are going well and we're on track to graduate our PN cohort later this fall and our ASN cohort in the spring. We front-loaded some skills early in the semester to ensure we would get the face-to-face requirements completed. She said we're in a good spot if we need to go completely virtual again. Our students are currently in their clinicals at Bloomington Hospital through the semester break and we hope to continue there in January. On behalf of the nursing faculty, staff, and students, we appreciate everyone's patience. Chairwoman Ferguson asked what their biggest difficulty or obstacle has been during this pandemic, and Montra said it has definitely been dealing with the quarantines as they happen. We are doing our best to ensure that those students get the same education and instruction as the rest of the students. We also continue to deal with several questions from instructors, but thankfully, not everything is happening at the same time and we have other faculty who have generously stepped up to help. Chancellor Vaughan added that she is very happy to have Montra as the Dean for the School of Nursing.

Continuing her report, Chancellor Vaughan called on Chris Stadler, Public Safety and Emergency Preparedness Lead, for an update on COVID-19-related items. Chris said the campus is doing well with our numbers and the majority of employees and students are following our safety policies. He reported that as of this morning, the Bloomington Campus had a total of 29 total individual cases over 13 weeks and four of those have led to close contact tracking. There is an inherent risk to exposure in some of our classes (nursing, health sciences), but we continue

to deal quickly with any positive exposures on a case-by-case basis. In these classes, we have also assigned each student one partner for the entire semester in order to limit potential spread of the virus. We are very pleased with how we're doing; we don't need to make any major changes. Chancellor Vaughan thanked Chris and everyone for being diligent with wearing masks, social distancing, and making sure large teams aren't all on campus at the same time.

Next, Chancellor Vaughan called on Chris Carroll, Dean of the School of Business, Logistics, & Supply Chain and Dean of the School of Information Technology. Chris said he's been with the college for about 18 years and was a student prior to that. He referenced an article from today's Herald-Times about the Girls Coding Camp we've been running in partnership with the IU Office of Admissions, CWIT, and Girls Club. This had traditionally been a one-week, 40-hour camp usually held in the summer for underrepresented populations. He said we had to pivot this summer due to the pandemic and ran the camp virtually instead. We also received a \$50k Verizon grant which helped us run the camp which grew to five weeks long. Some of our faculty also provided three hours of instruction on coding platforms. Chris said this camp was open to Monroe County and Richland-Bean Blossom junior high school females with a Brown Girls Who Code. Chris said that participants from R-BB had access to different devices than those in Monroe County, and we had to develop a curriculum that was specific to the equipment. The students in the sub-tract of Brown Girls Who Code were given Raspberry Pi computers and keyboards through grand funding, and they received additional instruction on how to use and program their equipment. Chris explained that this was the first time we've received this type of grant for this camp, and it enabled us to pay our participating instructors for the first time and the Raspberry Pi equipment. He added that Susie Graham in Resource Development and Adam Gross with CLL helped secure the grant. Susie added that she learned of these grant opportunities from Steve Bryant. She said that Verizon wanted to direct funds into community college settings, so we applied for and received funding for the coding camp that was to run earlier this summer. Verizon allowed the \$50k to be applied towards pre-existing camps that were cancelled. Chris added that the funds also went towards some swag for the girls and snacks. He thanked Susie and the foundation for help administering the funds; and Adam, Jordan, and the CLL for help getting students enrolled, equipment delivered, and facilitating the survey at the end of the camp.

Continuing his report, Chris talked about our partnership with The Mill. They are partnering with local employers, and using City of Bloomington Recover Forward funds, are providing training for local employers. Our faculty are providing coaching advice, and the School of Information Technology is engaged with their Lunch and Learn sessions. We are presenting on November 18 about how students can participate in our classes beginning in January and how our programs are related to the information technology field. Chris thanked Adam for getting us connected with The Mill.

Continuing with her report, Chancellor Vaughan called on Trudy Weddle, Vice Chancellor of Enrollment Services and Student Success for an update on Student Affairs. Trudy reported that the State launched a new initiative, Taking Hoosiers to the Next Level, in early October (just prior to the start of our second 8-weeks courses). Under this initiative, the State covers the costs of classes starting the second 8-weeks and those students must complete all coursework by Spring 2021 (a total of three 8-week terms). Campuses were required to act quickly in order to

handle the influx of additional students, and Bloomington was the only campus in the system to hit its metric of 60 percent conversion of applicants. Trudy gave a huge shout out to our team for constant communication and taking care of all of the students. She said that the classes offered in this program are short-term certificates in automotive, welding, IT, bookkeeping, CNA, and phlebotomy. Chairwoman Ferguson asked if we could see results with an increase in certificates, and Trudy said that we would with these 143 enrollments. She said that our team had a strong communication plan around the resources that we offer: free tutoring and student success coaches who offer weekly check-ins. Faculty have lists of these students who are in their classes as another layer of support. It is normal for us to do that with all students but especially important with this group. These students are between the ages of 25 and 44 and have some college experience but no degree. Seventy-five percent are female. State Trustee Gretchen Gutman asked when this cohort would register for January, and Trudy said that this group of students is already enrolled in January and March start classes. Even though they are retained through the spring semester, it is still possible for them to drop. From the classroom side, we're working to make sure these students stay engaged; from the advising side, we're watching for any flags. We know this could be a big time commitment for these students, many who are likely going from no classes to being enrolled full-time. There are still opportunities available from Next Level Jobs and the Workforce Ready grant for students to continue part-time if needed so we don't lose them altogether. Chairwoman Ferguson asked if this program was offered only through 8-week courses, and Trudy explained that it depends on the type of certificate the student is pursuing, but the college system has shifted mainly to an 8-week schedule. Chancellor Vaughan added that the Bloomington Campus has been offering predominantly 8-week courses for over two years, and Trudy said that over 75 percent of our classes are 8-week only classes. Chairwoman Ferguson asked if this new schedule could be a reason why enrollment is down, and Trudy said that this schedule has actually created more opportunities for students to start at multiple times throughout the academic year. Dr. Larry Swafford added that, based on student surveys, students like the 8-week sessions versus the full 16 weeks; they are happy and are doing well.

Trudy also reported that our campus progress update with Systems Office went well last week. We typically provide a formal update on campus progress to SO once each semester. We held a Simplex session with staff from SO back in September focused on how we might deepen the level of engagement and implemented a cross-functional team to help with a deep dive into data related to how we engage our students. We're looking at all sorts of factors including culture and diversity among other things. We are also reevaluating our Wildly Important Goals (WIGs) to focus on revenue generating headcount while advisors focus on increasing students' academic completion plans (ACPs) which are crucial for students to have. Today, we are at 72 percent and closing in on 80 percent of our goal. In our deep dive into communications with students, we are now shifting to make our messages more personal and meaningful; and we are already seeing that this transition is making an impact with them. Trudy shared a thoughtful message from one of our students thanking our team for sending notes of congratulations or even reminders. She said that those personal communications are a driving force behind our retention. We also now have a faculty liaison working with faculty and academic advisors to help break down communication barriers. As a result, we have increased our faculty advising appointments by three times over last fall; this speaks to the great work across the campus.

Wrapping up her report, Trudy provided some quick updates from around enrollment services and student success:

**IvyClicklist**—This is a play on Kroger Click List for groceries. Students text their order for items from our pantry, are assigned a number, then get a text from us when their groceries are ready for pick up. They come to campus and pick up their food. We've seen an increase lately in requests for food.

**Stop, Don't Drop**—Shout out to Dr. Cara Reader for the title! This is a student persistence effort where any time a student considers dropping, we have them meet with our Office of Retention or talk with their instructor to see how far behind they are. We're trying to educate them before they withdraw.

**Campuswide Coaching and Mentoring**—There are 600 students and 120 employees participating. We've seen GPAs jump from 2.73 without a coach to 2.81 with a coach after one term. We will utilize our \$1 Allocation fund in the spring to offer incentives in an effort to get more students to engage. This initiative directly aligns with our retention and persistence goals.

**Spring Enrollment**—Headcount is at 1,332, up 12.4%; FTE is 839.9 which is an increase over last year. We attribute the increase to our influx of Taking Hoosiers to the Next Level students, but we're in a good position regardless. Bloomington's unduplicated headcount is the third largest in the state behind Fort Wayne and Indianapolis.

Chancellor Vaughan said that Trudy really has a passion for her job and for people. We know retention will ultimately help our numbers. Trudy added that we're making sure our team knows that we need to have intentional conversations with students.

Chancellor Vaughan said she appreciates Trudy's leadership and that it has made a huge difference in dealing with students but also within our campus communications.

Concluding her report, Chancellor Vaughan reiterated how grateful she is to this team. We keep encouraging the team to be safe and encourage working from home in order to keep our density on campus low and people safe. It's been a great semester and everyone is doing a great job. She also added that she is celebrating her 23-year anniversary with Ivy Tech!

Trustee Carven Thomas stated that how our systems office measures metrics is not an accurate depiction of the important work the campus is doing. We are penalized if a student does not stay with us and earn a degree, yet we are helping our local people improve their lives. He said he doesn't think it should count against us if all of our students don't earn degrees—we are still making a positive difference in their lives.

## **ACTION ITEMS**

Chancellor Vaughan, on behalf of Executive Director of Finance Michele Roberts, presented the Expenditure Form for the period of September 12, 2020 through November 3, 2020. Trustee

Coyne moved to approve the Expenditure Form, and Trustee Jim Touloukian seconded the motion.

Chairwoman Ferguson called roll for the vote:

Lynn Coyne	Aye
Imojean Dedrick	Aye
Shawna Girgis	Aye
Laura Hammack	Aye
Carven Thomas	Aye
Jim Touloukian, Secretary	Aye
Connie Ferguson, Chair	Aye

The motion was adopted.

### **DISCUSSION ITEMS**

No discussion items were presented.

### **INFORMATION ITEMS**

No information items were presented.

### **FUTURE MEETINGS AND IMPORTANT DATES**

#### November, 2020

- Thanksgiving Break: College closed Thursday and Friday, November 26 and 27, 2020 (classes are in session Monday through Wednesday, November 23 through 25, 2020)

#### December

- Winter Recess: College closed Friday, December 25, 2020 – Friday, January 1, 2021

#### January, 2021

- Martin Luther King, Jr. Day (Monday, January 18, 2021; College closed in observance)
- Spring Semester and 1<sup>st</sup> 8-Week Term begin (Tuesday, January 19, 2021)
- Campus Board meeting (Tuesday, January 26, 2021; 4:00 – 5:00 p.m.; Zoom)

#### March

- Spring Break (College-wide; students and faculty on break): March 15 – 19, 2021
- Second 8-week Term begins (Monday, March 22, 2021)
- Campus Board meeting (Tuesday, March 23, 2021; 4:00 – 5:00 p.m.; Zoom)

#### May

- Commencement Ceremony (May, 2021; TBD)
- Campus Board Meeting (Tuesday, May 18, 2021; 4:00 – 5:00 p.m.; Zoom)

July

- Campus Board Meeting (Tuesday, July 27, 2021; 4:00 – 5:00 p.m.; Zoom)

September

- Campus Board Meeting (Tuesday, September 28, 2021; 4:00 – 5:00 p.m.; Zoom)

November

- Campus Board Meeting (Tuesday, November 16, 2021; 4:00 – 5:00 p.m.; Zoom)

**ADJOURNMENT**

There being no more business to come before the board, Chairwoman Ferguson adjourned the meeting at 4:58 p.m.

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Chair

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Secretary

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Date