

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

MINUTES

July 28, 2020 at 4:00 p.m.

The Bloomington Board of Trustees met on Tuesday, July 28, 2020 via Zoom.

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

Lynn Coyne	Present (arrived after roll call)
Imojean Dedrick	Present
Shawna Girgis	Present (arrived after roll call)
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, Dr. Larry Swafford, Amanda Billings, Steve Bryant, Josh Farrington, Susie Graham, Adam Gross, Gretchen Gutman, Tina Phelps, Joyce Poling, Michele Roberts, Chris Stadler, Dr. Larry Swafford, Pam Thompson, Trudy Weddle, Adam VanOsdol (guest), and Michael Reschke (Herald-Times reporter)

Chancellor Jennie Vaughan reported that the meeting was legally advertised.

INTRODUCTION OF GUESTS

Chancellor Vaughan deferred her report to later in the meeting.

APPROVAL OF MINUTES

Following notice under IC 5-14-1.5-4, IC 5-14-1.5-5 and IC 5-14-1.5-6.1(d), the Bloomington Campus Board of Trustees met in Executive Session on May 19, 2020 at 3:30 p.m. via Zoom. Members present were Connie Ferguson, Lynn Coyne, Imojean Dedrick, Shawna Girgis, Laura Hammack, Jim Touloukian, and Carven Thomas. The trustees considered the following items permitted under IC 5-14-1.5-6.1(b). For each subject, a reference to the applicable subdivision of IC 5-14-1.5-6.1 (b) and a description of that subject are included.

- (9) To discuss job performance evaluations of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.

With the approval of these minutes, the Trustees present at the meeting certify that no subject matter was discussed in the executive session other than the subject matter specified in the public notice issued for this meeting.

Trustee Jim Touloukian made the motion to approve the minutes from the May 19, 2020 meeting, and Trustee Carven Thomas seconded.

Chairwoman Ferguson called roll for the vote:

Lynn Coyne	(not present for vote)
Imojean Dedrick	Aye
Shawna Girgis	(not present for vote)
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 in awe with the faculty and staff at the Bloomington Campus since the pandemic hit. We quickly changed the way we offered classes in the fall, and we worked over the summer to allow some students to complete their courses face to face in a safe environment. On behalf of the Board, Chairwoman Ferguson said she couldn't thank all faculty and staff enough for the work that's been done to keep the campus running and our students taken care of.

Continuing her report, Chairwoman Ferguson said she hoped we all had the opportunity to view our virtual commencement ceremony and attend the drive-thru on June 6. She said that holding these events and celebrating our graduates this way when we couldn't safely gather together back in May was special. She said that it shows the dedication that goes on at our campus each and every day.

Chairwoman Ferguson congratulated the faculty and staff on the completion of the summer session. She said that the Board acknowledges our hard work and they all support us.

CHANCELLOR'S REPORT

Chancellor Vaughan said she wished we could have held our Commencement ceremony at IU in May, but the event we held instead to honor our graduates was incredible. She was happy that our faculty and staff came together to celebrate our students in a virtual ceremony and earlier in the day at a drive-thru. Our volunteers were able to hand out commencement items to our

graduates, and we had employee cheerleaders stationed throughout the parking lot to cheer on graduates as they drove by—it was a total team effort. Chancellor Vaughan said she was able to talk with each graduate and the families and friends they had with them in their vehicles, and she said they were all appreciative of our efforts. She thanked everyone who helped plan and volunteer at these events.

Chancellor Vaughan next introduced Josh Farrington, assistant professor of philosophy and humanities, who is this year's winner of the Glenn W. Sample Award for Excellence in Instruction. She said that each campus nominates one full-time faculty for the President's Awards; from there, one person out of all the campuses is selected for the Glenn W. Sample Award for Excellence in Instruction. This year, our very own Josh was chosen as the overall Glenn W. Sample Award winner! Josh said that when he graduated from DeKalb High School years ago, he had no idea what his plans for the future would be. He was also concerned that no college would accept him and his low GPA. He said that Ivy Tech gave him a second chance, and that has changed his life. After earning his Associate degree from Ivy Tech Fort Wayne, Josh earned his BS from Indiana State University. He knew he wanted to give back to Ivy Tech, and he did that as an adjunct instructor at the Ivy Tech Warsaw campus and then as a full-time instructor at the Anderson, Marion, and Muncie campuses. He thanked the administration, his supervisors, and our students—he said he couldn't be more pleased with the integrity and class in which we conduct ourselves. He also said he could not be prouder to be here at the Bloomington Campus. Chancellor Vaughan added that Josh recently won an advising award, and he is the third Glenn W. Sample Award winner from the Bloomington Campus.

Chancellor Vaughan called on the Dean of the School of Nursing, Pam Thompson, who is retiring after 31 years of service to the College. The Chancellor said she is most appreciative of Pam—she has been a good friend and a great administrator. When she asked Pam to grow our nursing program, Pam made sure it happened which resulted in our enrolling 33 percent more students in the course of one year. Pam had planned to retire at the end of our spring semester but stayed on through August to help our students and colleagues. Pam said she began her career as an adjunct in 1987 when former nursing dean Kay Leach hired her to teach Anatomy in the evenings. She was promoted to a full-time position in 1989 when our campus offered practical nursing only. In 2007, the PN and AS were combined, and she moved into the program chair position for the ASN program. When the nursing program separated from health sciences in 2010, Pam became Dean of the School of Nursing. She said that our nursing program has won awards for excellence as have our nursing students. We now have 13 full-time faculty and 11 adjunct instructors. We admit 90 ASN students and 70 PN students, and our retention rates are 94 percent for ASN and 80 percent for PN. Our NCLEX rates are outstanding with a 93 percent pass rate; and for the last six years, our PN program has had a 100 percent pass rate. Pam said these successes speak to the excellence of our faculty in Bloomington. She praised the nursing faculty for taking a traditional face-to-face program and turning it into a completely virtual program within 7-10 days back in March. On top of that, we remain in good standing with our accrediting bodies. She said it has been a difficult few months, but the nursing faculty have risen to the occasion to take care of our students. Looking ahead to fall, we will remain in a virtual environment: all classes will be virtual, labs will be partially virtual/partly face-to-face. She thanked IU Health and Monroe Hospital for allowing our students back into clinicals beginning August 24. Long-term care facilities have decided not to allow students back for now, which is

understandable, but IU Health is allowing our students into their acute health areas which we appreciate. Pam said it has been a joy getting to know and work with the trustees, and Trustee Lynn Coyne said that our healthcare has benefitted from having this program in our area.

Continuing her report, Chancellor Vaughan announced that we are still working to transfer the Waldron Center over to the City of Bloomington. Although this transfer has not happened yet, we are optimistic that it will happen in the next 30 days. The City needed a few more items from us. We are also working to get all of our materials out of the building, including artwork from students and artists which has taken time. All of our items should be returned to our main campus next week. She said she would share an update as soon as there is one. Chairwoman Ferguson asked if we knew what the City planned to do with the building, and Chancellor Vaughan said she hasn't heard anything definite but she hopes they keep it as an art center. Trustee Thomas added that he was confused about the position former chancellor John Whikehart took in a recent op ed in the Herald-Times. Chancellor Vaughan said she hasn't talked with Chancellor Emeritus Whikehart in a long time (well before the pandemic) and couldn't speak to his opinions but that the pandemic was not the reason for the closure as he mentioned in his op ed. She said she has been wanting to transfer the building back to the City as soon as she became chancellor because of the costs involved in maintaining the space. She said she approached the new mayor soon after he took office in 2016, and he had been interested in the building but the timing was never right—now it is.

Chancellor Vaughan called on Dr. Larry Swafford, Vice Chancellor of Academic Affairs, for reports on how our alternative delivery plans for spring went and how we will deliver classes for fall. Dr. Swafford echoed Pam's comments in that it has been a difficult five months for our faculty. We turned the campus on a dime—we transitioned traditional face-to-face classes to virtual in three days. Some of our faculty were not even familiar with how to run virtual courses, so we had to train faculty to build and teach virtual courses. Dr. Swafford offered kudos to everyone. He said that a number of classes had practical components as part of the courses, and when we transitioned to virtual classes, several students were not able to complete their work and were considered "incomplete." We did what we could via virtual lectures in hopes that we could offer the practical components at some point in the near future so students could complete their work. We opened our doors to the 85 "incomplete" students on July 6 so they could complete their practicum work in welding, culinary, and health sciences, and this marks their last week of those classes; all of them are completing their work without any additional issues. Many of these students will actually be graduating—they just needed to complete this hands-on work before they could finish.

This fall, we are doing our best to prepare for the "unknown." Systems Office (SO) has developed different modalities for delivering our courses this fall such as traditional (face-to-face), blended traditional (more than 50 percent in person), blended online (less than 50 percent in person), or online (100 percent online), and Dr. Swafford shared a graphic of the various modalities. He said that the majority of Bloomington's offerings in the fall will be virtual. He added that there is a new definition for "Learn Anywhere" where an instructor will be on campus and their lecture will be recorded. Students can then choose to be in the classroom or watch the recorded lecture from their homes or anywhere else they choose. We have purchased equipment to outfit two classrooms for Learn Anywhere; this will enable us to pilot six sections in the fall.

We hope to be able to purchase more equipment for the spring to enable us to be able to offer about 10 percent Learn Anywhere courses. We think that Learn Anywhere would be optimal for our students, so we're trying to increase our offerings. For spring, the two "blended" definitions will merge into one to better clarify online, virtual, and in-person (or face-to-face). The wording now is confusing for all students statewide. Trustee Thomas asked if there was any drop off in students' grades or participation by being online, and Dr. Swafford said that online students traditionally have lower scores. However, IvyOnline (managed by SO) has been bombarding our online students with resources. Our shift to virtual this spring happened so fast, no assessments have been made yet. Chancellor Vaughan said that we did hear from students who didn't have access to the Internet, who had kids at home who needed to do their own school work, and they were asking what we were going to offer for Fall so they could try and plan ahead. Faculty across the state made sure existing courses were coded accordingly by early June so students would know what to do. We are still waiting to see what Fall will be like, but our team has done an outstanding job getting ready for Fall.

Dr. Swafford said that, in order to get ready for face-to-face classes this fall, classrooms have been rearranged to accommodate 6-8 students plus an instructor instead of 20 people total. Lecterns and desks have been rearranged in order to maintain social distancing. Our team has gone through every classroom to rearrange them. Students and instructors are required to wear masks for the duration of class time, and we will provide training on that and other new guidelines so everyone is prepared for Fall. We have also added sanitation stations around the building as well as inside classrooms, and we are asking faculty and students to clean their areas in the classrooms before and after class. This is in addition to the cleaning our facilities team will conduct at night. Another "consequence" of social distancing is having to offer more sections of a course. When we used to be able to accommodate 21 students in one section for example, we now have to offer two sections of 10 students. By adding more sections, we may need to add a bigger course load for full-time faculty or add more adjuncts. Trustee Touloukian asked what we were doing to help students who might be stressed out during this time, and Chancellor Vaughan said we are connecting with students to check on them and ask how they are doing. We know students are struggling with rent, childcare, mental health issues—we are able to put them in touch with appropriate resources as needed. We also are fortunate to have funds available through IvyCares so we can help with some financial issues. Susie said that the college launched a crowdfunding initiative on April 1 for COVID-19 relief. That effort was supported by state trustee Marianne Glick and her husband, and they agreed to match funds raised up to \$500,000. The Bloomington Campus had a goal to raise \$20,000 to meet our portion of the match, and we ended up raising over \$46,000. We have made about \$30,000 available to our students so far to help with tuition, rent, food, childcare, medicine, and mental and behavioral health services. Susie said we have had several students reach out to us seeking mental health services and we have been able to help them either financially or by putting them in touch with other resources. We have been careful with our messages to students when letting them know we have funds available to support them through these challenging times. We've included a link to a more detailed survey they could complete for specific help. This message has gone out 6-8 weeks in a row, and it still goes out, though not as frequently. We are still seeing 4-5 applications for assistance a week come in. Trustee Coyne said he could attest to our constant stream of communication to students having taken a class himself recently. Chancellor Vaughan added that we launched an initiative this summer with a small group of faculty and staff to reach

out to students to check on them during the term. All full-time faculty and staff have been asked to help with this effort to make a connection with students, and we're optimistic that this connection will make a positive impact on our students.

Our doors officially open on Monday, August 3, and our team has been working hard to prepare for this reopening. Chancellor Vaughan called on Vice Chancellor of Enrollment Services, Trudy Weddle, for a report on how we have been reaching out to students virtually to help them learn about our programs and how we plan to serve students starting August 3. Trudy said we might have been a little behind in the virtual market at first, but we have caught on quickly and started promoting our virtual offerings to new, prospective, and current students and we're seeing a lot of success. We have been holding virtual Express Enrollment events for several weeks now, and we are the only campus in the system holding Express Enrollment days on Saturdays to accommodate more students. SO decided *not* to hold similar events, and as a result, we have not received supplemental support from them. We've held our own though—we've seen a 9 percent increase in enrollment as a result of these virtual events to date. There has been great effort on our campus around these events. We held our first Express Enrollment Week this past week, and we will hold these more often. Students have actually been able to connect with us since July 6 when we welcomed back the incomplete students from the spring. We've also been able to promote our opening on August 3 via emails and texts, and it has been great to have support from more faculty and staff to get more students here to the building to enroll. We are being clear in our communications to students, faculty, and staff about limiting the number of people on campus, wearing masks, and socially distancing. We also have classrooms available for families who come in to ensure social distancing. We are holding two virtual Express Enrollment events on Saturdays in August and increasing opportunities for students to get registered in August. Trudy said we are also hosting virtual question and answer sessions with prospective students to answer questions they might have about course delivery for Fall. A representative from our academic affairs office will also participate to answer any additional questions that might come up. Chancellor Vaughan added that we have a campus reconstitution team that includes Trudy, Dr. Swafford, Chris Stadler, facilities, IT, and Martin Wolfger; and this group is in constant communication to ensure we are taking care of everything to ensure the safety of our employees and students. She said we are also asking some faculty to assist with advising in order to best serve our students. We have about 350 hours of faculty advising available to students during the upcoming break before the fall semester begins. Our team is doing a phenomenal job.

Concluding her report, Chancellor Vaughan called on Adam Gross, Workforce Alignment Consultant, for an update on Catalent Biologics and the biomanufacturing training we are providing. Adam said that Catalant approached us before the Covid-19 outbreak about providing 16-hour training for quality assurance to current employees who recently got promotions. This training, hosted by Dr. Sengyon Lee, was offered at the ICLS building in the evenings so there was no interference during the Catalent work day. This session wraps up this Thursday, and we are hoping to host another 7-8 Catalent employees in the coming months. We're hearing interest from those students wanting to continue with us.

We also offered 110 hours of biomanufacturing training for 13 students at the ICLS. These students were also prepped for job skills training, including preparing for interviews and

developing resumes. All students in this program have interviewed either with Catalent or Boston Scientific, and all have been hired. This was a big effort from our grant writers and our team to build this course. It was an intense three weeks but also very rewarding.

Catalent also approached us to onboard 350 new employees. We opened our Marchant School of Nursing and ICLS space to be able to do this. The onboardings will finish next week. We are pleased to be a great service to partner Catalent.

Trustee Coyne asked about a program with the IU Kelley School of Business, and Joyce Poling said that the collaboration between the Kelley School of Business and the Cook Center for Entrepreneurship was an effort to help guide entrepreneurs in their endeavors. Grad-level students from Kelley were working on developing web sites or moving existing business to an online format. It was great to be able to provide this kind of help to our community. Joyce said our team has been so nimble and we're hoping to continue this service into the fall. Chancellor Vaughan said that a press release would be shared with trustees soon.

At this time, Trustee Hammack excused herself from the meeting.

ACTION ITEMS

Executive Director of Finance Michele Roberts presented the Expenditure Form for the period of May 6, 2020 through July 15, 2020. Trustee Coyne moved to approve the Expenditure Form, and Trustee Touloukian seconded the motion.

Chairwoman Ferguson called roll for the vote:

Lynn Coyne	Aye
Imojean Dedrick	Aye
Shawna Girgis	Aye
Laura Hammack	(not present for vote)
Carven Thomas	Aye
Jim Touloukian, Secretary	Aye
Connie Ferguson, Chair	Aye

The motion was adopted.

DISCUSSION ITEMS

Trustee Coyne said he was fortunate to be able to attend the commencement drive thru and said it was amazing how we pulled off this event. He said the students he interacted with were enthusiastic, and he gave kudos to everyone who stood out there in the heat to celebrate our graduates. He said he is proud of this institution.

INFORMATION ITEMS

Chancellor Vaughan reminded the trustees that they have been asked to complete the annual Conflict of Interest Statement by August 28. A link to this statement was e-mailed to all campus trustees on July 10 by Gretchen Keller.

Chairwoman Ferguson said she appreciated state trustee Gretchen Gutman attending our meeting today and for her support. She said that she has every reason to believe we are doing all the right things here, and to keep up the good work!

FUTURE MEETINGS AND IMPORTANT DATES

September

- Campus Board Meeting (Tuesday, September 22, 2020; 4:00 – 5:00 p.m.)

November

- Campus Board Meeting (Tuesday, November 17, 2020; 4:00 – 5:00 p.m.)

ADJOURNMENT

There being no more business to come before the board, Chairwoman Ferguson adjourned the meeting at 5:13 p.m.

Chair

Secretary

Date