



**RADFORD UNIVERSITY BOARD OF VISITORS MEETING**

**9:00 A.M.**

**FEBRUARY 2, 2016**

**BOARD ROOM**

**THIRD FLOOR – MARTIN HALL**

**RADFORD, VA**

**APPROVED**

**MINUTES**

**BOARD MEMBERS PRESENT**

Mr. Anthony R. Bedell, Rector  
Mr. Christopher Wade, Vice Rector  
Ms. Callie M. Dalton  
Ms. Mary Ann Hovis  
Dr. Susan Whealler Johnston  
Mr. Mark S. Lawrence  
Mr. Randolph “Randy” J. Marcus  
Ms. Alethea “A.J.” Robinson  
Ms. Ruby W. Rogers  
Dr. Javaid Siddiqi  
Ms. Georgia Anne Snyder-Falkinham  
Dr. Jerry M. Kopf, faculty representative (non-voting, advisory member)  
Ms. Hannah Gullickson, student representative (non-voting, advisory member)

**BOARD MEMBERS ABSENT**

Ms. Mary Waugh Campbell  
Ms. Krisha Chachra  
Dr. Kevin R. Dye  
Mr. Steve Robinson

**OTHERS PRESENT**

President Penelope W. Kyle  
Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer  
Mr. Joe Carpenter, Vice President for University Relations & Chief Communications Officer  
Dr. Joseph Scartelli, Interim Provost & Vice President for Academic Affairs  
Dr. Mark Shanley, Vice President for Student Affairs  
Ms. Melissa Wohlstein, Vice President for University Advancement  
Ms. Margaret McManus, University Auditor  
Radford University faculty and staff

Mr. Allen T. Wilson, Assistant Attorney General, Commonwealth of Virginia

Ms. Michele N. Schumacher, Secretary to the Board of Visitors

### **CALL TO ORDER**

Mr. Anthony R. Bedell, Rector, formally called the meeting to order at 9:00 a.m. in the Board Room in Martin Hall on the campus of Radford University, Radford, Virginia.

### **APPROVAL OF AGENDA**

Mr. Bedell asked for a motion to approve the February 2, 2016 agenda, as published. Ms. Mary Ann Hovis so moved, and Mr. Randolph “Randy” J. Marcus seconded and the agenda, as published, was unanimously adopted.

### **APPROVAL OF MINUTES**

Mr. Bedell asked for a motion to approve the minutes of the November 13, 2015 meeting of the Board of Visitors, as published. Ms. Ruby W. Rogers so moved and Ms. Alethea “A.J.” Robinson seconded the motion, and the November 13, 2015 minutes were unanimously approved. A copy of the approved minutes can be found at <http://www.radford.edu/content/bov/home/meetings/minutes.html>.

### **CLOSED SESSION**

Mr. Bedell called for the Board to go into Closed Session and asked Mr. Wade to make the motion. Mr. Wade moved, pursuant to Sections 2.2-3711(A)(1) of the Freedom of Information Act, that the Radford University Board of Visitors go into “Closed Session” for the discussion of personnel matters, more specifically matters relating to the performance evaluation or compensation of certain Radford University employees and the evaluation of performance of certain departments or schools of the University which will require performance evaluations of specific individuals in those departments, and pursuant to Sections 2.2-3711 (A)(10) for the discussion of a special award. Mr. Marcus seconded, and the motion was unanimously adopted. Mr. Bedell asked Mr. Allen Wilson, Assistant Attorney General, Commonwealth of Virginia to attend the closed session. President Kyle and all other faculty, staff and guests left the meeting at this time.

### **RECONVENED SESSION**

Following the closed session, the public was invited to return to the meeting. Mr. Bedell, Rector, called the meeting to order. Mr. Bedell, Rector, asked Mr. Wade to make the motion to return to open session. Mr. Wade so moved as follows:

#### **Certification of Executive Meeting**

WHEREAS, the Radford University Board of Visitors has convened a closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia

Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Radford University Board of Visitors hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under Virginia law and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Radford University Board of Visitors.

Ms. Mary Ann Hovis seconded, and a roll-call vote was taken:

Vote: yes	Mr. Anthony R. Bedell	yes	Mr. Randolph "Randy" J. Marcus
yes	Mr. Christopher Wade	yes	Ms. Alethea "A.J." Robinson
yes	Ms. Callie M. Dalton	yes	Ms. Ruby W. Rogers
yes	Ms. Mary Ann Hovis	yes	Dr. Javaid Siddiqi
yes	Dr. Susan Whealler Johnston		
yes	Mr. Mark S. Lawrence		

Ms. Georgia Anne Snyder-Falkinham was not present during the roll call. All members present during the roll responding affirmatively, the motion was adopted.

After the closed session, Ms. Mary Ann Hovis read aloud a resolution naming the College of Business and Economics building in honor of Radford University's sixth and first female president, Penelope Ward Kyle, JD. The building shall henceforth be known as Kyle Hall. Ms. Callie M. Dalton stated that it was with great pleasure and pride that she moves that the resolution naming Radford University's College of Business and Economics building "Kyle Hall" be approved. Dr. Javaid Siddiqi seconded, and with a vote of 10 members in favor and Ms. Georgia Anne Snyder-Falkinham voting no, the Board of Visitors approved the resolution. A copy of the resolution is attached hereto as *Attachment A* and is made a part hereof.

### **REPORT FROM THE BUSINESS AFFAIRS AND AUDIT COMMITTEE**

Dr. Javaid Siddiqi, Chair of the Business Affairs and Audit Committee, noted that the Committee met on Monday, February 1, 2016. Dr. Siddiqi informed the Board that the Committee received a report from Mr. Mike Reinholtz, Acquisitions & Contract Management Audit Director and Radford University Audit Project Manager with the Auditor of Public Accounts of the Commonwealth of Virginia, on the upcoming audit of the University's fiscal year 2015 financial statements. Dr. Siddiqi also stated that Ms. Margaret McManus, University Auditor, provided an oral report of the University Discretionary Fund for the quarter ended December 31, 2015 noting that all expenditures were in accordance with the Board guidelines, and a follow-up audit status report.

He also noted that Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer provided updates on the Radford University's capital projects and on Governor McAuliffe's 2016-2018 Biennium Executive Budget. He informed the Board that Mr. Alvarez also gave a presentation on the development of the University's 2016-2017 budget.

Dr. Siddiqi reported that there were several action items that need Board approval. He stated that the first action item is a resolution certifying compliance with the Debt Management Policy, and he recommended, on behalf of the Committee, that the Resolution certifying compliance with the Debt Management Policy be approved by the Board. Mr. Wade seconded and the resolution was unanimously adopted. A copy of the resolution is attached here to as **Attachment B** and is made a part hereof.

Mr. Bedell thanked Dr. Siddiqi for his report.

### **REPORT FROM THE ACADEMIC AFFAIRS COMMITTEE**

Mr. Randolph "Randy" J. Marcus, Chair of the Academic Affairs Committee, stated that the Committee had met on Monday, February 1, 2016. He informed the Board that the Committee had received a report from Dr. Joseph Scartelli, Interim Provost and Vice President for Academic Affairs that presented the cost-benefit analysis of certain academic programs that were selected by Board of Visitors and/or the Deans of each college. It was noted that to date a total of 17 programs have been reviewed. In addition Mr. Marcus reported that Mr. James Pennix, Dean of Admissions, provided an enrollment report that updated the Committee on new freshman and transfer applications received to date, reviewed the challenges with implementation of the new CRM and Hobson's applications, and highlighted the 2015-2016 Enrollment Initiatives such as transfer enrollment through the Virginia Community College System and recruiting a changing demographic.

Mr. Marcus also stated that there were two action items requiring Board approval. The first being the approval of the Doctor of Occupational Therapy program and Mr. Marcus moved on behalf of the Committee that the Board approve the program for the Doctor of Occupational Therapy. Dr. Siddiqi seconded the motion and the resolution was unanimously adopted. A copy of the resolution is attached hereto as **Attachment C** and is made a part hereof.

The second action item is an amendment to the Teaching and Research Handbook Section 2.8 which reminds faculty that some form of feedback to students regarding grades and/or academic performance should be provided prior to each semester's withdrawal date, that certain identified students should receive a midterm grades, while for other students the type of feedback provided to the student should be determined by the faculty member as he/she deems appropriate. Mr. Marcus moved that the Board adopt resolution on the proposed amendment to Section 2.8 of the Teaching and Research Faculty Handbook. Dr. Johnston seconded and the resolution was unanimously adopted. A copy of the resolution is attached hereto as **Attachment D** and is made a part hereof.

Mr. Bedell thanked Mr. Marcus for his report.

**REPORT FROM THE ADVANCEMENT/ALUMNI RELATIONS & COMMUNICATIONS/MARKETING COMMITTEE**

Ms. Callie M. Dalton, Vice Chair of the Advancement/Alumni Relations and Communications/Marketing Committee, stated that the Committee met on Monday, February 1, 2016. She reported that Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer, provided an update on the progress of the marketing and advertising campaign and noted increased activity on the University's web pages from the geographic areas where there has been increased advertising. Ms. Dalton also noted that Mr. Carpenter also briefed the Committee on the university's crisis communications response in the aftermath of the November 9<sup>th</sup> bus accident in Richmond where 19 Radford University students were injured.

Ms. Dalton reported that Ms. Melissa Wohlstein, Vice President for University Advancement, provided a report that updated the Committee on fundraising for fiscal year 2016 noting that a total of \$6,817,923 had been raised in gifts and pledges through the second quarter, and also reviewed alumni outreach events first quarter 2015-2016.

Ms. Dalton also noted that Ms. Laura Turk, Executive Director for Alumni Relations, provided the Committee with an overview of alumni relations that included information on the revitalization of the Alumni Association; and Ms. Crystal Hubbard, Assistant Director for University Advancement, Campus Philanthropy and Special Programs, provided the Committee with an overview of student engagement activities for the fall and upcoming activities for the spring that included educating the student body of the importance of philanthropy.

Mr. Bedell thanked Ms. Dalton for her report.

**REPORT FROM THE GOVERNANCE, ADMINISTRATION & ATHLETICS COMMITTEE**

Ms. Alethea "A.J." Robinson, Chair of the Governance, Administration & Athletics Committee stated that the Committee met on Monday, February 1, 2016. Ms. Robinson reported that Mr. Danny Kemp, Vice President for Information Technology and Chief Information Officer, provided a report that highlighted the activities of the Information Technology Division since November 2015, together with updates on the identity and access management project, the computer lab strategy review, and enterprise risk management.

Ms. Robinson also stated that the Committee received an intercollegiate athletic report from Mr. Robert Lineburg, Director of Athletics, that provided team highlights, academic highlights, and special athletic events that have occurred since November 2015. In addition, Mr. Lineburg reviewed the impact of Intercollegiate Athletics Legislation House Bill 1897 (Chapter 704), and specifically reviewed the financial impact of the legislation for 2015-2016. He also reviewed potential revenue opportunities and the revenue cost drivers.

Ms. Robinson reported that the Presidential Transition Committee Co-Chairs updated the Committee on the activities to date. She indicated that Ms. Mary Ann Hovis, Co-Chair, provided an update on the activities that will be occurring on campus to honor President Kyle. Ms. Robinson also stated that Dr. Hemphill had a successful introduction and welcome to campus. She noted that Dr. Hemphill has also discussed with all Board members and all members concurred that he will be creating a Chief of Staff position upon his arrival in July.

Mr. Bedell thanked Ms. Robinson for her report.

### **REPORT FROM THE STUDENT AFFAIRS COMMITTEE**

Ms. Georgia Anne Snyder-Falkinham, Vice Chair of the Student Affairs Committee informed the Board that the Committee had met on Monday, February 1, 2016. Ms. Snyder-Falkinham stated that Ms. Hannah Gullickson, student non-voting advisory representative to the Board of Visitors, gave a report that included a detailed update on key student activities and events on campus since the November 2015 meeting, as well as a review of the Student Government Association strategic initiatives for spring semester.

Ms. Snyder-Falkinham also noted that Dr. Mark Shanley, Vice President for Student Affairs, provided a report that updated the Committee on the three new residential learning communities: RU Makers, ECO, and Next Gen. She continued that Dr. Shanley also informed the Committee that a suicide awareness and prevention program for students at risk of suicide is being implemented for the spring 2016 semester; and that the student health and emergency management staff are developing protocols to implement if there were an outbreak of the Zika virus.

Ms. Snyder-Falkinham also reported that Dr. Irvin Clark, Dean of Students, and Ms. Lauren Hatfield gave a presentation on Mentoring Academically Successful Highlanders (MASH) Program that assists conditionally accepted students to increase their chances of success at Radford. It was noted that of the 31 students who participated 30 were eligible to return for the spring 2016 semester, and that the program will be expanded in the Fall 2016 semester to support 80 incoming freshman;

She also noted that the Committee received updates on the status of its three committee goals, Community Service, Campus Safety, and the Student Organization Involvement Center (Club Hub).

### **PRESENTATION ON THE NOEL-LEVITZ STUDENT SATISFACTION SURVEY**

Dr. Steve Lerch, Coordinator of Retention, gave a presentation on the Noel-Levitz student satisfaction survey that was conducted by the University. A copy of Dr. Lerch's presentation is attached hereto as *Attachment E* and is made a part hereof.

### **REPORT FROM THE NON-VOTING STUDENT REPRESENTATIVE TO THE BOARD**

Ms. Hannah Gullickson provided an update on the three initiatives that she has identified for this

year, specifically, promoting undergraduate research, increasing out-of-state enrollment, and increasing student engagement. A copy of Ms. Gullickson's report is attached hereto as *Attachment F* and is made a part hereof.

### **REPORT FROM THE NON-VOTING FACULTY REPRESENTATIVE TO THE BOARD**

Dr. Jerry M. Kopf, non-voting faculty advisory representative, provided an oral report and noted that since the November Board meeting there has not been a lot of activity with the Faculty Senate due to the winter break. He noted that in the Academic Affairs Committee discussions included cost/benefit analysis of various programs, changes to the Teaching and Faculty Handbook, new academic programs and stated those types of actions are what the Faculty Senate handles throughout the year, and the similarity highlighted the need for a common mission, common goal, and a common vision for the University among the various constituencies of the University.

Mr. Bedell thanked Dr. Kopf for his report.

### **REPORT ON THE RADFORD UNIVERSITY FOUNDATION**

Ms. Callie M. Dalton, Liaison to the Radford University Foundation, provided the report on the Radford University Foundation. She noted that the Radford University Foundation, as of December 21, 2015, had total assets of \$72.7 million. She informed that Board that the Radford Early Learning Center is expected to open the second week of February 2016. Ms. Dalton also stated that the Foundation Board will have two openings on June 30, 2016 as the terms of Novel Martin and Kirk Knott will end.

Mr. Bedell thanked Ms. Dalton for her report.

### **PRESIDENT'S REPORT**

President Penelope W. Kyle noted that her report was distributed in the Board materials in advance of the Board meeting and provided updates on recent University activities and accomplishments. President Kyle also provided a legislative update on the 2016 Session of the Virginia General Assembly. A copy of President Kyle's report is attached hereto as *Attachment G* and is made a part hereof.

Mr. Bedell thanked President Kyle for her report.

### **OTHER BUSINESS**

Mr. Bedell, Rector, reminded the Board that an Ad Hoc Committee on Diversity has been requested by Dr. Susan Whealler Johnston and in accordance with that request he has appointed Dr. Johnston, Chair, and Ms. Krisha Chachra and Mr. Mark S. Lawrence as members of the Ad Hoc Committee on Diversity.

**ADJOURNMENT**

With no further business to come before the Board, Mr. Anthony R. Bedell, Rector, adjourned the meeting at 11: 56 a.m.

Respectfully submitted,

Michele N. Schumacher