

RADFORD UNIVERSITY

Board of Visitors

ACADEMIC AFFAIRS COMMITTEE MEETING
11:30 A.M.
FEBRUARY 15, 2018
MARY ANN JENNINGS HOVIS MEMORIAL BOARD ROOM
THIRD FLOOR, MARTIN HALL, RADFORD, VA

MINUTES

COMMITTEE MEMBERS PRESENT

Dr. Susan Whealler Johnston, Chair
Ms. Krisha Chachra
Dr. Rachel D. Fowlkes
Ms. Georgia Anne Snyder-Falkinham
Dr. Jason Fox, Faculty Representative (Non-voting Advisory Member)

COMMITTEE MEMBERS ABSENT

Dr. Javaid Siddiqi, Vice Chair

OTHER BOARD MEMBERS PRESENT

Mr. Mark S. Lawrence, Rector
Mr. Randy J. Marcus, Vice Rector
Mr. Robert A. Archer
Ms. Lisa Throckmorton
Dr. Debra K. McMahan

OTHERS PRESENT

President Brian O. Hemphill
Mr. Richard Alvarez, Vice President for Finance and Administration and Chief Financial Officer
Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer
Ms. Karen Castele, Secretary to the Board of Visitors/Special Assistant to the President
Dr. Kenna Colley, Interim Provost and Vice President for Academic Affairs
Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer
Dr. Ann Marie Klotz, Vice President for Student Affairs
Ms. Margaret McManus, University Auditor
Ms. Ashley Schumaker, Chief of Staff, Office of the President
Dr. Dietra Trent, former Secretary of Education, Commonwealth of Virginia
Mr. Allen Wilson, Senior Assistant Attorney General, Commonwealth of Virginia
Radford University Faculty and Staff

CALL TO ORDER

Dr. Susan Whealler Johnston, Chair, formally called the meeting to order at 11:30 a.m. in the Mary Ann Jennings Hovis Memorial Board Room, Third Floor, Martin Hall, Radford University, Radford, Virginia. She noted that pursuant to the draft agenda, as published, “All start times for committees are approximate only. Committees meetings may begin either before or after the listed approximate start time as Committee members are ready to proceed.”

APPROVAL OF AGENDA

Dr. Johnston asked for a motion to approve the February 15, 2018 agenda, as published. Ms. Georgia Anne Snyder-Falkinham so moved, and Ms. Krisha Chachra seconded and the motion. The motion carried unanimously.

APPROVAL OF MINUTES

Dr. Johnston asked for a motion to approve the minutes of the December 7, 2017 meeting of the Academic Affairs Committee, as published. Ms. Snyder-Falkinham so moved, Dr. Rachel Fowlkes seconded the motion and the motion carried unanimously.

REPORT FROM THE PROVOST

Dr. Kenna Colley, Interim Provost and Vice President for Academic Affairs, provided a regular report on the following items. Dr. Colley introduced Dr. Tammy Wallace as the Interim Dean of the College of Education and Human Development. She noted that individual meetings with academic departments has begun and are going very well. She anticipates having them continue into the Fall 2018 semester. She provided an overview of the collaborative work on the early implementation of the Strategic Plan across all colleges and departments. She stated that the revision of the Internal Governance Committees and curriculum pathway approvals have made excellent progress and are close to being finalized. Dr. Colley highlighted the outstanding work of the Nursing program. For the sixth year in a row, the School of Nursing has exceeded both the state and national averages on the NCLEX licensure exam. As Dr. Colley continued her report, she shared the news of Dean George Low departing the College of Business and Economics for a position at Cal State East Bay. She noted that the administration is in the midst of early stages of our search by gaining input from faculty. Also, retention efforts will be a regular agenda item for our Academic Affairs weekly meetings

Before concluding her regular report, Dr. Colley provided an overview of the year one accomplishments of the IMPACT Program. Program faculty and staff have developed and launched an 18-credit hour Cybersecurity Certificate. The IMPACT Program has partnered with right companies and organizations in Virginia and retained 100 percent of 11 working adults currently enrolled in the program. The program has cultivated relationship, built brand awareness in the Commonwealth and secured \$13.9 million from the U.S. Department of Education to train 5,000 teachers throughout Appalachia.

REPORT FROM THE FACULTY SENATE PRESIDENT

Dr. Jason Fox reported on recent events and motions from the Faculty Senate, to include motions on Core/General Education embracing changes in assessment strategies and major syllabus revisions for CORE 100 and 200 Level Classes. He also highlighted initiatives and issues before the Faculty Senate currently, to include considering long-term plans for the quadrennial

evaluation of Chairs, Intellectual Property Policy and evaluation and revision of Core/General Education Program. Dr. Fox reviewed a prospective timeline for this important work. He also reported on sustaining the current core. The Committee had a brief discussion on intellectual property and the potential forthcoming policy from Faculty Senate.

ACTION ITEMS

Dr. Colley presented an action item to the Committee for consideration to take forward to the full Board. The following resolution is to recommend changes to the Teaching and Research Faculty Handbook Section 1.1.5. and is as follows:

NOW, THEREFORE, BE IT RESOLVED, that the Academic Affairs Committee of the Board of Visitors of Radford University hereby approve in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, Section 1.1.5 - Adjunct Faculty of the *Teaching and Research Faculty Handbook* is hereby amended to permit the employment of part-time special purpose faculty. Said section is to now read as follows (additions are in **red**):

1.1.5 Adjunct Faculty

Adjunct faculty positions supplement the faculty of a department wherever additional faculty are needed. Adjunct faculty include those employed for part-time teaching and those who serve a department or college in a significant capacity without compensation. Adjunct faculty hold appointments for ~~one semester or one academic year~~ **three years during which they are eligible for but not guaranteed teaching assignments**, as defined by their letter of appointment, without eligibility for tenure; where authorized by the Dean **and approved by the Provost and Vice President of Academic Affairs**, adjunct appointments may be renewed. **Such reappointments should be made anytime during the last semester of the previous appointment period.** ~~Such~~ Appointments carry rank without the opportunity for promotion during the appointment period; however, promotion may be recommended at subsequent appointments subject to the Criteria for Awarding Rank at Appointment. Adjunct faculty members receiving compensation also receive limited benefits as described in Personnel Information Manual. A terminal degree in the discipline is not required for appointment, but adjunct faculty must hold an advanced degree or equivalent credentials based on experience consistent with accreditation criteria of the discipline and the Southern Association of Colleges and Schools. Specific responsibilities of adjunct faculty are given in their letter of appointment.

In the event that an adjunct faculty member is subsequently hired in a tenure-track position, the time employed as an adjunct faculty member cannot count toward the probationary period.

Dr. Johnston asked for a motion, Ms. Chachra so moved and Ms. Snyder-Falkinham seconded the motion. The motion passed unanimously, and the resolution is hereby attached as **Attachment A** and is made a part thereof.

ADJOURNMENT

With no further business to come before the Committee, Dr. Johnston requested a motion to adjourn the meeting. Dr. Fowlkes made the motion, Ms. Snyder-Falkinham seconded and the motion carried unanimously. The meeting adjourned at 12:30 p.m.

Respectfully submitted,

Vickie Stewart Taylor
Executive Assistant to the Provost

RADFORD UNIVERSITY BOARD OF VISITORS

**RESOLUTION
February 15, 2018**

**Amend the
Teaching and Research Faculty Handbook**

WHEREAS, all proposed changes to the *Teaching and Research Faculty Handbook* must be managed in accord with §5.0 of that handbook; and

WHEREAS, the authority to amend or revise the Faculty Handbook lies with the Board of Visitors. However, proposals for revising the Handbook may be initiated by faculty, administrators, the President, or members of the Board of Visitors. Revisions fall into two categories: (1) those required to ensure that the University is in compliance with state policies and mandates, and (2) those within the purview of the decision-making processes within the University; and

WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it; and

WHEREAS, revisions within the purview of the decision-making processes in the University Internal Governance system will be considered by appropriate committees as defined by the Internal Governance system. Proposals for changes will be made in the form of text intended to replace a portion of the Teaching and Research Faculty Handbook, noting new language and striking out the old language; and

WHEREAS, it will be the Faculty Senate's responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate's recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate's recommendations to the Academic Affairs Committee who will in turn make recommendations to the member of the full Board of Visitors; and

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End of Board of Visitors Materials

