

RADFORD UNIVERSITY

Board of Visitors

QUARTERLY MEETING

9:00 A.M.

FEBRUARY 16, 2018

**MARY ANN JENNINGS HOVIS MEMORIAL BOARD ROOM
THIRD FLOOR, MARTIN HALL, RADFORD, VA**

MINUTES

BOARD MEMBERS PRESENT

Mr. Mark S. Lawrence, Rector

Mr. Randy J. Marcus, Vice Rector

Mr. Robert A. Archer

Mr. Gregory A. Burton

Ms. Krisha Chachra

Dr. Rachel D. Fowlkes

Dr. Susan Whealler Johnston

Dr. Debra K. McMahon

Ms. Georgia Anne Snyder-Falkinham

Ms. Lisa Throckmorton

Dr. Jason Fox, Faculty Representative (Non-voting Advisory Member)

Ms. Jessica Wollmann, Student Representative (Non-voting Advisory Member)

BOARD MEMBERS ABSENT

Dr. Jay A. Brown

Mr. James R. Kibler, Jr.

Ms. Karyn K. Moran

Mr. Steve A. Robinson

Dr. Javaid Siddiqi

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

Ms. Lisa Ghidotti, Director of State Government Relations

Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer

Dr. Ann Marie Klotz, Vice President for Student Affairs

Mr. Robert Lineburg, Director of Athletics

Ms. Wendy Lowery, Vice President for University Advancement

Ms. Kitty McCarthy, Vice President for Enrollment Management

Ms. Margaret McManus, University Auditor

Mr. Chad Reed, Associate Vice President for Budget and Financial Planning

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

Mr. Mark S. Lawrence, Rector, called the Board of Visitors quarterly meeting to order at 9:03 a.m. in the Mary Ann Jennings Hovis Memorial Board Room, Third Floor, Martin Hall, Radford University, Radford, Virginia.

APPROVAL OF AGENDA

Rector Lawrence asked for a motion to approve the Board of Visitors agenda for the February 16, 2018 meeting, as published. Vice Rector Randy Marcus so moved and Ms. Georgia Ann Snyder-Falkinham seconded the motion. The agenda was unanimously approved.

APPROVAL OF MINUTES

Rector Lawrence requested two amendments to the December 8, 2017 minutes, specifically: During Closed Session, Rector Lawrence “exited” the room and in the Reconvened Session, “Vice Rector Marcus” reconvened the meeting. With these corrections, Rector Lawrence asked for a motion to approve the December 8, 2017 minutes of the Board of Visitors. Mr. Marcus so moved and Ms. Snyder-Falkinham seconded the motion. The minutes were unanimously approved.

PRESIDENT’S REPORT

President Brian O. Hemphill, Ph.D. reported on several items including staffing updates, the proposed merger of Jefferson College of Health Sciences, and the University’s annual Advocacy Day. President Hemphill welcomed Dr. Ann Marie Klotz, Vice President for Student Affairs, and Karen Castelee, Secretary to the Board of Visitors and Special Assistant to the President. President Hemphill provided updates regarding the proposed merger of Jefferson College of Health Sciences into the Radford University family of colleges and departments. He noted that the off campus and on campus reaction has been very positive. President Hemphill also highlighted Radford University’s annual Advocacy Day in Richmond, which was held on January 24 and 25, 2018. The 40 students joined senior administrators and visited over 60 members of the general Assembly to share their Radford experiences. The group also met with Governor Ralph Northam, Lieutenant Governor Justin Fairfax and Secretary of Public Safety and Homeland Security Brian Moran.

A copy of the report is hereto attached as *Attachment A* and is made a part hereof.

REPORT FROM THE ACADEMIC AFFAIRS COMMITTEE

Dr. Susan Whealler Johnston, Chair, stated that the Academic Affairs Committee met on February 15, 2018 and reported on the following items:

- Academic colleges and departments are engaged in early implementation of the 2018-2023 Strategic Plan.
- Revision of the Internal Governance Committees and curriculum pathway approvals have made excellent progress and are close to being finalized.

- For the sixth year in a row, the School of Nursing has exceeded both the state and national averages on the NCLEX licensure exam.
- Highlighted IMPACT Program one-year accomplishments.
- Faculty Senate initiatives and issues currently include considering long-term plans for the Quadrennial evaluation of Chairs, Intellectual Property Policy and facilitating efforts for a long-term evaluation and revision of Core/General Education.

ACTION ITEM FROM THE ACADEMIC AFFAIRS COMMITTEE

Dr. Johnston presented a recommendation from the Committee for a revision to the Teaching and Research Faculty Handbook, Section 1.1.5. Following discussion, Dr. Johnston asked for a motion to approve the Resolution to Amend the Teaching and Research Faculty Handbook. Mr. Marcus made the motion and Ms. Snyder-Falkinham seconded. The motion passed and the resolution is hereby attached as *Attachment B* and is made a part thereof.

REPORT FROM THE UNIVERSITY ADVANCEMENT, UNIVERSITY RELATIONS AND ENROLLMENT MANAGEMENT COMMITTEE

Ms. Krisha Chachra, Chair, stated that the University Advancement, University Relations and Enrollment Management Committee met on February 15, 2018 and had the following items to report:

- Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer, provided an update on marketing and media relations. He also provided a summary of media coverage of the Jefferson College of Health Sciences merger.
- Wendy Lowery, Vice President for University Advancement, reported that total giving is up 42 percent compared to the same date last fiscal year. The number of donors increased 3 percent. She also discussed the role of the 2018-2023 strategic plan regarding engagement with all constituents.
- Ms. Kitty McCarthy, Vice President for Enrollment Management, provided an update regarding new student recruitment for fall 2018, as of February 13, 2018. New freshman applications are at 12,864 compared to 13,304 for fall 2017, a decrease of 440 or 3.3 percent. Data indicates that fall 2018 application activity represents progress in building a stronger and more engaged pool of candidates. Out-of-state freshman applications are up 122 or 4 percent. Applications from across the Commonwealth are down about 5 percent or 562 applications. Admitted applicants are up 154 or almost 2 percent.

REPORT FROM BUSINESS AFFAIRS AND AUDIT COMMITTEE

Mr. Robert A. Archer, Chair of the Business Affairs and Audit Committee, stated that the Committee met on February 15, 2018 and had the following items to report:

- Mr. Mike Reinholtz, Project Manager, with the Auditor of Public Accounts, presented information regarding the upcoming audit of the University's financial statements for the fiscal year ending June 30, 2017. He discussed the responsibilities of the auditors and management, as well as the planned scope and timeline of this year's audit.
- Ms. Margaret McManus, University Auditor, presented an oral report on the University Discretionary Fund review for the quarter ending December 31, 2017. One hundred percent of University Discretionary Fund expenditures were reviewed, and all were found in compliance

with the Board of Visitors' guidelines. Ms. McManus also updated the Committee on the department's Quality Assurance and Improvement Program.

- Mr. Richard S. Alvarez, Chief Financial Officer and Vice President for Finance and Administration, provided an update on capital projects currently in progress.
- Mr. Alvarez presented an overview of the incremental funding included for Radford University in the Governor's 2018-2020 Executive Budget Proposal. He reported the Governor's proposed budget included contributions to increase need-based student financial aid and maintenance reserve. The Biennial Budget proposal also includes a two percent salary increase for state employees effective November 10, 2019. An update will be provided at the May Board of Visitors meeting.

ACTION ITEMS FROM BUSINESS AFFAIRS AND AUDIT COMMITTEE

Approve Updated Delegation of Authority for Approval of Fees

Mr. Archer presented background of the recommendation and following discussion, asked for a motion to approve the Resolution delegating authority for approval of fees to the Chief Financial Officer and Vice President for Finance and Administration. Mr. Marcus made the motion and Ms. Snyder-Falkinham seconded. The motion passed and copy of the Resolution is attached hereto as *Attachment C* and is made a part hereof.

Approve Resolution Certifying Compliance with the Radford University Debt Management Policy

Mr. Archer presented background of the recommendation and following discussion, asked for a motion to approve the Resolution Certifying that the University is in Compliance with its Debt Management Policy. Mr. Marcus made the motion and Ms. Snyder-Falkinham seconded. The motion passed and copy of the Resolution is attached hereto as *Attachment D* and is made a part hereof.

Recommendation to Board to Approve Internal Control Policy

Mr. Archer presented background of the recommendation and following discussion, asked for a motion to adopt the Resolution to approve the Internal Control Policy. Mr. Marcus made the motion and Ms. Snyder-Falkinham seconded. The motion passed and copy of the Resolution is attached hereto as *Attachment E* and is made a part hereof.

Recommendation to Board to Approve Internal Audit Charter

Mr. Archer presented background of the recommendation and following discussion, asked for a motion to adopt the Resolution to approve the Internal Audit Charter. Mr. Marcus made the motion and Ms. Snyder-Falkinham seconded. The motion passed and copy of the Resolution is attached hereto as *Attachment F* and is made a part hereof.

REPORT FROM THE GOVERNANCE, ADMINISTRATION & ATHLETICS COMMITTEE

Dr. Rachel D. Fowlkes, Chair, stated that the Governance, Administration and Athletics Committee met on February 15, 2018 and had the following items to report:

- Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer, announced notification of changes to the following policies: Information Technology Infrastructure, Architecture, and Ongoing Operations Policy; Information Technology Project

Management Policy; Information Technology Security Policy; and Information Technology Accessibility Policy.

- Robert Lineburg, Director of Athletics, reported on the student-athlete experience, culture, academic excellence, resource development, branding and upcoming special events. Frazier Colmer, former student-athlete, and Stephanie Ballein, Senior Associate Athletic Director, presented information on GAMEPLAN, a new comprehensive platform for student-athlete development.
- Dr. Fowlkes reminded Board members of the upcoming Association of Governing Boards of Universities and Colleges' National Conference on Trusteeship to be held in San Francisco, California from April 21-24, 2018.
- Dr. Fowlkes announced to Board members that nominations for Rector and Vice Rector will be open for ten days. Nominations should be sent directly to Dr. Fowlkes, and they will be presented at the May Committee and Board meetings.

REPORT FROM THE STUDENT AFFAIRS COMMITTEE

Dr. Debra McMahon, Chair of the Student Affairs Committee, stated that the Committee met on February 15, 2018 and had the following items to report:

- Ms. Julianna Stanley, President of the Student Government Association (SGA), updated the Committee on events that the SGA will host during spring semester.
- Ms. Kelly Rubin, Director of Student Counseling Services and Substance Abuse and Violence Education Support (SAVES), provided a report on integrating health and wellness on campus. The Health and Wellness Task Force was established to create a positive and active campus by addressing both physical and mental health.
- Mr. LaShan Lovelace, Director of Diversity and Inclusion, provided a report on Greek Life. He outlined for the committee the structure of Greek Life. There are currently 24 recognized sororities and fraternities with over 800 members in three governing councils.
- Dr. Ann Marie Klotz, Vice President for Student Affairs, provided a report for the Division of Student Affairs. Dr. Klotz updated the Committee on her vision for Student Affairs to include creating a sophomore experience program, increasing collaborative partnerships, establishing a parent program and telling the many positive Radford stories. Several new retention initiatives have been implemented this semester including a Traditions and Affinity Task Force and adding retention components to several position descriptions.

REPORT FROM THE ADVISORY (NON-VOTING) STUDENT REPRESENTATIVE TO THE BOARD

Ms. Jessica Wollman, Student Representative, updated the Board on initiatives that she has focused on this year. This included the Environmental Awareness Initiatives, Building Highlander Spirit and the second Unity Fest. Ms. Wollmann also outlined the many community service projects that the students have been involved with, including MLK Day of Service, Bobcat Backpacks program, Feeding America, Beans and Rice After School Program, Radford Animal Shelter, Women's Resource Center of the NRV, Radford Clothing Bank and the Linus Fleece Program.

REPORT ON THE RADFORD UNIVERSITY FOUNDATION

Ms. Georgie Anne Snyder-Falkinham, Representative to the Radford University Foundation Board of Directors, provided an update to recent Foundation news and activities. Ms. Snyder-Falkinham distributed an asset summary report and it is hereby attached as *Attachment G* and made a part hereof. Rector Lawrence thanked Ms. Snyder-Falkinham for her report.

FEDERAL AND STATE GOVERNMENT RELATIONS UPDATE

Ms. Lisa Ghidotti, Director of State Governmental Relations, provided an update of the 2018 General Assembly session, which convened on January 10, 2018 and is expected to adjourn on March 10, 2018. Radford University submitted a budget amendment requesting authorization to use Non-General Funds to conduct detailed planning for the Center for Adaptive Innovation and Creativity. The Center is the single largest capital need of the University and will address an array of significant existing programmatic and building deficiencies across a number of academic colleges. Ms. Ghidotti also updated the Board members on the numerous meetings with key government officials and General Assembly members that she and the President have visited.

CLOSED SESSION

Vice Rector Randy Marcus made a motion to move into closed session pursuant to Section 2.2-3711 (A) Items 1., 3, 9 and 29 under the Virginia Freedom of Information Act for the discussion of personnel, the acquisition of real property; related gifts, bequests and fund raising activities; and the award of the public contract involving the expenditure of public funds on behalf of Radford University. Mr. Archer seconded the motion. The motion passed unanimously. The Board of Visitors went into closed session at 11:31 a.m. The following were asked to remain, and the public was invited to leave:

Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer
Ms. Heather Miano, Executive Director of Administration, Office of the President
Ms. Ashley Schumaker, Chief of Staff, Office of the President

RECONVENED SESSION

Vice Rector Marcus reconvened the meeting at 1:31 p.m. and requested a motion to come out of closed session and for a Certification of Executive Meeting. Dr. Johnston so moved the following resolution:

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, §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 Board certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under this chapter were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered by the Board. Mr. Archer seconded the motion.

<u>Roll Call</u>	<u>Vote</u>
Mr. Mark S. Lawrence, Rector	Yes
Mr. Randolph “Randy” J. Marcus, Vice Rector	Yes
Mr. Robert A. Archer	Yes
Mr. Gregory A. Burton	Yes
Ms. Krisha Chachra	Yes
Dr. Rachel D. Fowlkes	Yes
Dr. Susan Whealler Johnston	Yes
Dr. Debra McMahon	Yes
Ms. Georgia Anne Snyder-Falkinham	Yes
Ms. Lisa Throckmorton	Yes

Approval of Resolution for Lease of Foundation Properties

Rector Lawrence requested a motion to approve the resolution for Lease of Foundation Properties. Ms. Snyder-Falkinham made the motion and Mr. Marcus seconded. The motion passed unanimously and is hereto attached as *Attachment H* and is made a part thereof.

Ratify Prior Partnership Opportunities Resolution

Vice Rector Marcus requested a motion to ratify the resolution for partnership opportunities. Ms. Chachra made the motion and Mr. Archer seconded. The motion passed with Rector Mark Lawrence abstaining. The Resolution is hereto attached as *Attachment I* and is made a part thereof.

ANNOUNCEMENTS

Board members were reminded that Spring Commencement will be held on May 5, 2018.

ADJOURNMENT

With no further business to come before the Board, Rector Lawrence thanked everyone for attending and requested a motion to adjourn. Mr. Marcus so moved and Ms. Snyder-Falkinham seconded. The meeting adjourned at 1:36 p.m.

Respectfully submitted,

Karen Castele
Secretary to the Board of Visitors and Special Assistant to the President

RADFORD
UNIVERSITYBrian O. Hemphill, Ph.D.
President

TO: Members of the Board of Visitors

FROM: Brian O. Hemphill, Ph.D.
President

DATE: February 16, 2018

RE: President's Report

I want to thank you for the opportunity to update you and share my perspective about our University.

Secretary to the Board of Visitors

As you know, Karen Castele '79 assumed new duties as the Secretary to the Board and Special Assistant to the President. Many of you know Karen and are familiar with her tireless commitment to Radford University. I quickly learned, as many others have similarly witnessed, that if you want to know anything about Radford University, make connections with any local, regional or statewide official, or see any high visibility University project through to completion, the go-to person is Karen. Karen, we are pleased to have you contributing to the University in this new capacity.

Advocacy Day

Thanks to the extensive planning efforts of Karen Castele, Susan Trageser, the Student Affairs team and others, on January 24 & 25, we had more than 40 students, joined by senior staff members, visit Richmond for this year's Advocacy Day. Our students met with Lt. Governor Justin Fairfax and Secretary of Public Safety and Homeland Security Brian Moran and members of his team. Representing the University's position on a number of initiatives and their fellow students' concerns, they visited 63 legislative offices to meet with General Assembly members and their aides, including all of the new members of the House of Delegates. Delegate Chris Hurst provided a private tour of the Capitol. Before departing Richmond, the Radford contingent assembled in front of the George Washington monument on Capitol Square for a photo and brief meet-and-greet with Governor Northam. I want to thank the members of the Board who were able to join us.

Legislative Affairs

The Board will be receiving a more detailed government relations update from Lisa Ghidotti, but I want to provide some highlights regarding activities with the General Assembly and new administration. At this point, we have met with almost every single member of the House Appropriations and Senate Finance Capital Outlay Subcommittees. In addition, we have also met with the Speaker of the House, the Chairman and Vice Chairman of the House Appropriations Committee, one of the Co-Chairmen of the Senate Finance Committee, and numerous other legislators and money committee staff to discuss the University's priorities. I also met with Governor Northam; Secretary of Education Atif Qarni and Deputy Secretary of Education Fran Bradford; Secretary of Finance Aubrey Layne; Secretary of the Commonwealth Kelly Thomasson; Speaker of the House Kirk Cox; Delegate Chris Jones, Chairman of the House Appropriations Committee; Delegate Steve Landes, Vice Chairman of the House Appropriations Committee and Chairman of the House Education Committee; Senator Emmett Hanger, Co-Chairman of the Senate Finance Committee; Senator Dick Saslaw, Senate Minority Leader; 6 of 8 members of the House Appropriations Capital Outlay Subcommittee; and 8 of 10 members of the Senate Finance Capital Outlay Subcommittee.

Radford University submitted a budget amendment requesting authorization to utilize Non-General Funds to conduct detailed planning for the renovation and construction of campus facilities to create the Center for Adaptive Innovation and Creativity. We are pleased to have Senator Bill Carrico and Delegate Nick Rush serving as patrons for Radford's budget amendment.

Jefferson College Merger

On January 18th, we coordinated a joint announcement to the respective campuses of Radford University, Jefferson College of Health Sciences, and Carilion Clinic about our intent to merge Jefferson College into primarily the Waldron College of Health and Human Services. The rollout on campus included presentations by Interim Provost Kenna Colley, Dean Ken Cox and myself to several faculty internal governance groups and the Waldron College faculty and staff. Prior to the public announcement, I joined Jefferson College's President N.L. Bishop, his senior leadership team, and senior representatives of Carilion Clinic in making joint notifications to the faculty and staff of Jefferson College. Concurrent with our internal notification plan, an extensive notification plan was implemented with key state executives and General Assembly members, as well as regional and local officials.

The public announcement was followed by a series of Roanoke regional media interviews with senior leadership. Immediate and subsequent coverage have been positive. In many cases, the coverage has emphasized this proposal's long term economic and workforce development benefits to Virginia. This coverage included an extensive Roanoke Times article and supportive editorial positioning the merger in a positive light.

As we announced during the rollout, we are anticipating that the merger process may take 18-24 months to complete. We are finalizing details with Carilion Clinic and Jefferson College on the merger process, specifically the establishment of the merger structure that includes a steering committee, subcommittees and task assignments. The subcommittees will address functional areas including academic programs, student services, finance, human resources, legal accreditation and communications.

With energy, strategic insight and an enthusiasm for the future, the University has been hard at work in leading and charting the course to realize the vision to be the premier, innovative, student-centered university in the Commonwealth of Virginia and beyond with a keen focus on teaching, research, and service.

This concludes my report.

RADFORD UNIVERSITY BOARD OF VISITORS

RESOLUTION

**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

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.

Adopted: February 16, 2018



Mark S. Lawrence
Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board /Special Assistant
to the President
Radford University

RADFORD UNIVERSITY BOARD OF VISITORS

RESOLUTION

Approval of Updated Delegation of Authority for Approval of Fees

WHEREAS, Code of Virginia § 23.1-1301.A.5. Code of Virginia § 23.1-1301.A.5. states, “the board of visitors of each baccalaureate public institution of higher education or its designee may fix the rates charged to students for tuition, mandatory fees, and other necessary charges; and

WHEREAS, the Radford University Board of Visitors has historically exercised this power by approving undergraduate and graduate tuition rates, required fees, and room and board charges for each upcoming academic year; and

WHEREAS, at its February 27, 1992, meeting, the Radford University Board of Visitors approved “the proposal to delegate to the administration the authority for approving minor fees, and changes thereto”. This action having been taken to document the Board’s position relative to the rates for minor fees, such as parking fines, returned check charges, and fees associated with Continuing Education courses; and

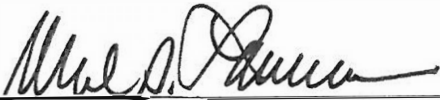
WHEREAS, effective October 16, 2013, Radford University instituted the University’s *Fee Policy*, which centralized the administration’s delegated authority for approval and modification of fees to the Chief Financial Officer & Vice President for Finance and Administration; and

WHEREAS, Radford University needs greater flexibility in regards to establishing and negotiating rates to respond to market conditions regarding the development and implementation of competency based education programs;


NOW THEREFORE BE IT RESOLVED, the Radford University Board of Visitors approves the delegation of authority to the Chief Financial Officer & Vice President for Finance and Administration to approve the establishment, modification, or waiver of any and all fees other than tuition, mandatory educational and general (E&G), comprehensive, room, and board fees charged to all students.

BE IT FURTHER RESOLVED, the delegation of authority by the Radford University Board of Visitors to the Chief Financial Officer & Vice President for Finance and Administration includes the establishment and negotiation of rates, including the offering of volume discounts to businesses and organizations, for limited educational programs.

Adopted: February 16, 2018



Mark S. Lawrence
Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board /Special Assistant
to the President
Radford University

RADFORD UNIVERSITY BOARD OF VISITORS

RESOLUTION

Compliance with Debt Management Policy

WHEREAS, the 2005 Session of the General Assembly adopted, and the Governor signed, legislation that provides Radford University and all other public colleges and universities in the Commonwealth the opportunity to attain certain authority and autonomy to manage its academic and administrative affairs more efficiently and effectively through implementation of the Restructured Higher Education Financial and Administrative Operations Act, and

WHEREAS, on June 30, 2005, the Radford University Board of Visitors approved a Resolution of Commitment allowing the University to exercise restructured financial and operational authority as identified in the Restructuring Act, and

WHEREAS, the Governor has established financial and management measures on which annual assessment and certification of institutional performance will be evaluated, and

WHEREAS, the financial and management measures require the Radford University Board of Visitors to approve a Debt Management Policy, and

WHEREAS, the Radford University Board of Visitors approved such Debt Management Policy at its March 30, 2007, meeting; revisions to this policy were approved by the Board of Visitors at its August 23, 2007, November 12, 2010, and February 8, 2012 meetings, and

WHEREAS, Schedule A demonstrates that the University meets the requirements outlined in the Debt Management Policy; and

WHEREAS, the Board of Visitors must annually certify Radford University's compliance with the approved Debt Management Policy to the Secretary of Finance for the Commonwealth of Virginia;

NOW, THEREFORE, BE IT RESOLVED, this resolution approved by the Radford University Board of Visitors certifies that the University is in compliance with its Debt Management Policy.

Adopted: February 16, 2018



Mark S. Lawrence
Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board /Special Assistant
to the President
Radford University

RADFORD UNIVERSITY BOARD OF VISITORS

RESOLUTION

Approval of Internal Control Policy

WHEREAS, the Radford University Board of Visitors approved the Policy Statement on Internal Control in February 1999; and

WHEREAS, the Policy Statement on Internal Control for Radford University served as the foundation for the Internal Audit Charter and set forth the responsibilities as it relates to control of Radford University, including responsibilities of the Board, management, and the internal audit function; and

WHEREAS, the proposed Internal Control Policy, which replaces the Policy Statement on Internal Control, establishes the “tone-at-the-top” and incorporates concepts of the Internal Control Framework published by the Committee on Sponsoring Organizations of the Treadway Commission; and

WHEREAS, the proposed Internal Control Policy also encompasses the requirements of the State Comptroller’s Agency Risk Management and Internal Control Standard (ARMICS) to ensure compliance with the State Comptroller’s directive and the Commonwealth Accounting Policies and Procedure (CAPP) Manual, Topic 10305, Internal Control; and

WHEREAS, Radford University now has a standard framework for establishing, approving, and communicating University Policies to the campus community; and

WHEREAS, the proposed Internal Control Policy has been integrated into the University Policy template, which will increase the visibility of the Internal Control Policy and assist in ensuring the campus community understands the requirements, principles, and responsibilities involved in ensuring an adequate system of internal control is maintained for Radford University;

NOW THEREFORE BE IT RESOLVED, the Radford University Board of Visitors approves the Internal Control Policy (University Policy GEN-PO-1006) as presented.

Adopted: February 16, 2018



Mark S. Lawrence
Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board /Special Assistant
to the President
Radford University

RADFORD UNIVERSITY BOARD OF VISITORS

RESOLUTION

Approval of Revised Internal Audit Charter

WHEREAS, the Internal Audit Charter for Radford University was first approved by the Radford University Board of Visitors in 1985 with the initial establishment of the internal audit function, which is now known as the Office of Audit and Advisory Services; and

WHEREAS, the Internal Audit Charter describes the general purpose, authority, and responsibility of the Office of Audit and Advisory Services; and

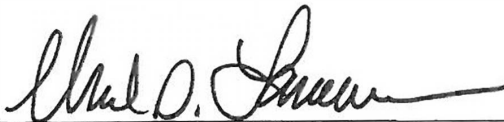
WHEREAS, the Internal Audit Charter also acts as a foundational guide to assist the Office of Audit and Advisory Services with conforming to the mandatory elements of the Institute of Internal Auditors' International Professional Practices Framework, including the Core Principles for the Professional Practice of Internal Auditing, and the Definition of Internal Auditing; and

WHEREAS, Radford University now has a standard framework for establishing, approving, and communicating University Policies to the campus community; and

WHEREAS, the revised Internal Audit Charter has been integrated into the University Policy template, which will increase the visibility of the Internal Audit Charter and assist in ensuring the campus community understands the authority, role, and responsibilities of the Office of Audit & Advisory Services as well as each employee's responsibility to cooperate with the Office in accordance with its authority;

NOW THEREFORE BE IT RESOLVED, the Radford University Board of Visitors approves the revised Internal Audit Charter (University Policy GEN-PO-1005) as presented.

Adopted: February 16, 2018

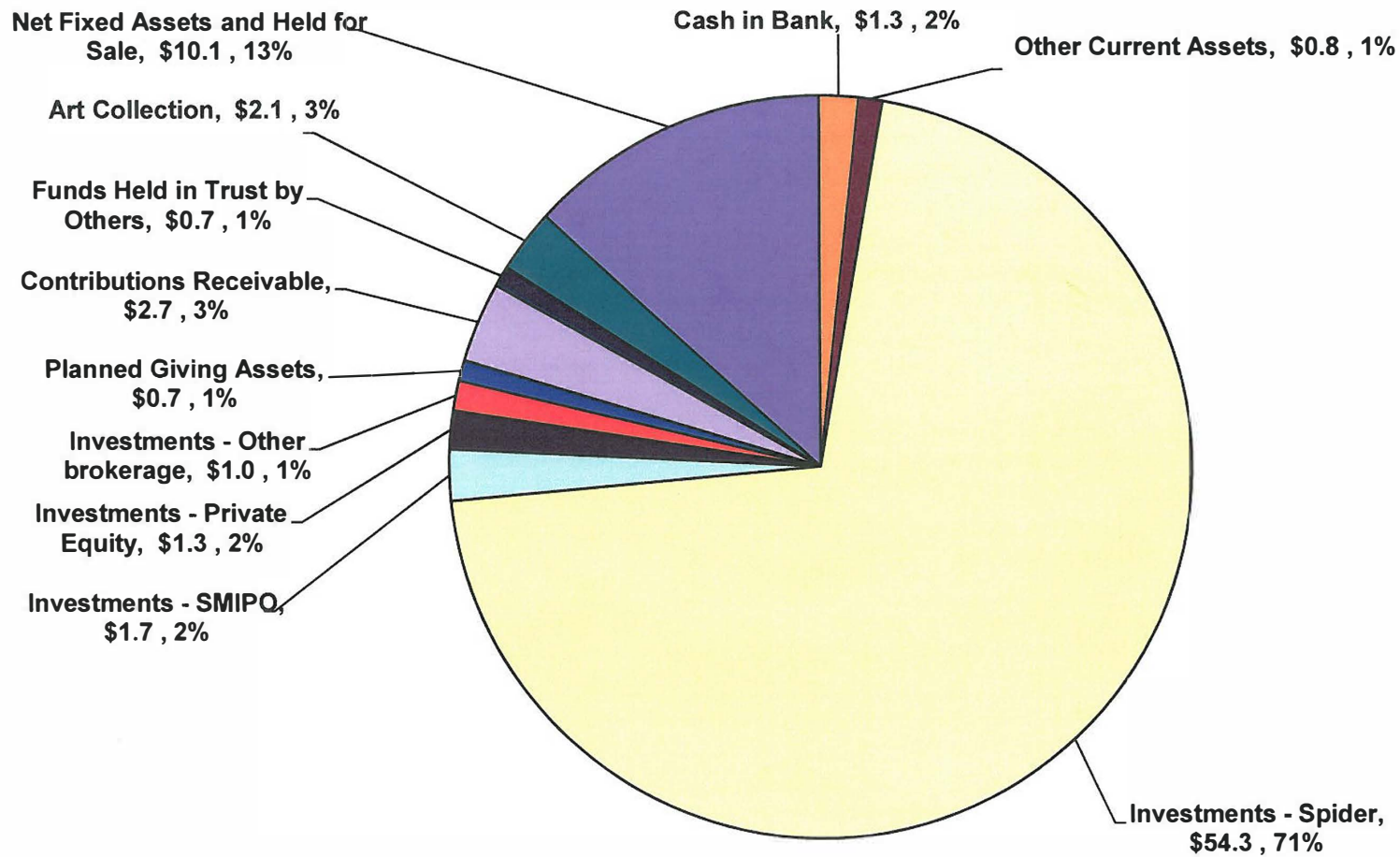


Mark S. Lawrence
Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board /Special Assistant
to the President
Radford University

Radford University Foundation Asset Composition as of 12/31/17



(in millions)
Total Assets: \$76.7M

**RADFORD UNIVERSITY BOARD OF VISITORS
RESOLUTION TO APPROVE CAPITAL LEASE FOR
THE STUDENT RESIDENTIAL HOUSING EXPANSION PROJECT
FEBRUARY 16, 2018**

WHEREAS, the University is in need of additional student residential housing in order to meet current student housing policy requirements and demand; and

WHEREAS, the University and Radford University Foundation, Incorporated ("RUF") have a longstanding relationship with regard to meeting campus needs through strategic property acquisition for the betterment of the entire Radford community; and

WHEREAS, RUF has been approached to purchase existing student residential housing operations in close proximity to campus (the "Housing Properties") that would satisfy existing University needs; and

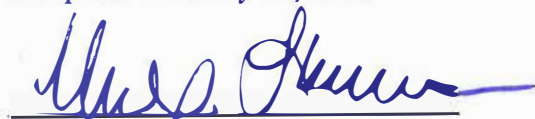
WHEREAS, RUF plans to purchase the Housing Properties through a wholly-controlled limited liability company (the "Purchaser"); and

WHEREAS, the Purchaser will need to obtain financing in order to purchase the Housing Properties, which financing will be supported by rent under a long term capital lease with the University; and

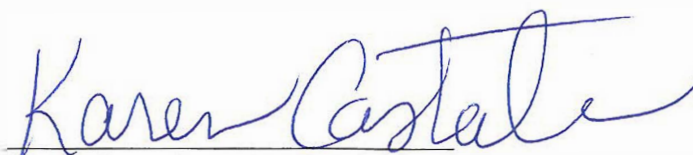
NOW, THEREFORE, BE IT RESOLVED:

1. The Board hereby authorizes and directs the University, through the President, to enter into and execute a Capital Lease with the Purchaser consistent with the terms presented to the Board; and
2. The President and Vice President for Finance and Administration, either of whom may act, are hereby authorized and directed to execute and deliver the Capital Lease and all related certificates and instruments and to take all such further action as may be considered necessary or desirable in connection with the Capital Lease or the Purchaser's financing; and
3. All action heretofore taken by the President and Vice President for Finance and Administration in connection with the Capital Lease are ratified and approved; and
4. This resolution shall take effect immediately.

Adopted: February 16, 2018



Mark S. Lawrence
Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board/Special Assistant to the President
Radford University

**RADFORD UNIVERSITY BOARD OF VISITORS
RESOLUTION TO RATIFY PRIOR PARTNERSHIP OPPORTUNITIES RESOLUTION FOR
JEFFERSON COLLEGE OF HEALTH SCIENCES MERGER
FEBRUARY 16, 2018**

WHEREAS, Radford University is continuously examining potential partnerships in order to provide greater opportunities and enhanced outreach in the region and across the Commonwealth through the expansion of educational offerings and service delivery; and

WHEREAS, the University has a long-standing history of collaboration and partnership with Carilion Clinic and Jefferson College of Health Sciences; and

WHEREAS, Carilion Clinic owns and operates Jefferson College and has provided student health services to Radford University since 1999; and

WHEREAS, Carilion Clinic employs hundreds of Radford University graduates, including more than 350 Radford University nursing graduates on its staff – 40 of whom were hired in 2016 alone; and

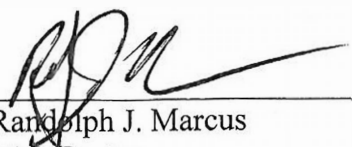
WHEREAS, Jefferson College brings 35 years of excellence as an accredited institution, has grown from 200 students to 1,150 students, and is one of the top producers of nursing and allied health professionals in the region and in the top 10 in the Commonwealth of Virginia; and

WHEREAS, Radford University, Carilion Clinic, and Jefferson College of Health Sciences have publically announced the intent to merge Jefferson College of Health Sciences into the Radford University family of colleges and departments, primarily the Waldron College of Health and Human Services; and

NOW, THEREFORE, BE IT RESOLVED:

1. The Board hereby authorizes and directs the University, through the President, to move forward with the merger over the next 18 to 24 months during which time Radford University, Jefferson College, and Carilion Clinic officials will work closely to develop processes and procedures to facilitate the integration of the institutions; and
2. The President is hereby authorized and directed to enter into any agreements related to the merger; and
3. All action heretofore taken by the President in connection with the merger are ratified and approved; and
4. This resolution shall take effect immediately.

Adopted: February 16, 2018



Randolph J. Marcus
Vice Rector
Radford University Board of Visitors



Karen Castele
Secretary to the Board/Special Assistant to the President
Radford University

End of Board of Visitors Materials

