

# RADFORD UNIVERSITY

Board of Visitors

**EXECUTIVE COMMITTEE MEETING  
8:00 A.M.  
DECEMBER 6, 2019  
PRESIDENT'S CONFERENCE ROOM  
THIRD FLOOR, MARTIN HALL, RADFORD, VA**

**DRAFT  
MINUTES**

**COMMITTEE MEMBERS PRESENT**

Mr. Robert A. Archer, Rector  
Mr. James Kibler, Jr., Vice Rector  
Dr. Thomas Brewster  
Dr. Jay A. Brown  
Mr. Gregory A. Burton  
Ms. Krisha Chachra  
Mr. Mark S. Lawrence, Ex officio

**OTHERS PRESENT**

President Brian O. Hemphill  
Ms. Karen Casteel, Secretary to the Board of Visitors and Special Assistant to the President  
Ms. Ashley Schumaker, Chief of Staff and Vice President for University Relations  
Mr. Allen T. Wilson, Assistant Attorney General, Commonwealth of Virginia

**CALL TO ORDER**

Mr. Robert A. Archer, Rector, called the Executive Committee meeting to order at 7:59 a.m. in the President's Conference Room in Martin Hall.

**APPROVAL OF AGENDA**

Rector Archer asked for a motion to approve the December 6, 2019 agenda, as published. Mr. James Kibler so moved, Mr. Gregory A. Burton seconded, and the motion carried unanimously.

**APPROVAL OF MINUTES**

Rector Archer asked for a motion to approve the September 27, 2019 minutes of the Executive Committee, as published. Mr. Kibler so moved, Mr. Burton seconded, and the motion carried unanimously.

**PRESIDENT'S REMARKS**

President Brian O. Hemphill, Ph.D. briefed the Committee on recent University activities and ongoing visits with members of the General Assembly, leadership and staff. He stated that much attention will be given to the upcoming session and advocating for the University's interests. He

added that Board members are also encouraged to reach out to their contacts in support of the University's initiatives.

### **UPDATES FROM STANDING COMMITTEES**

Committee chairs deferred updates to be made at the Board of Visitors meeting.

Rector Archer shared an idea from Dr. Jay A. Brown for a potential initiative, which would be pairing a Board member with a student for a four-year period, so that each could benefit from the other's perspective. Following discussion, it was decided that a subcommittee would further develop the mentorship concept and bring a recommendation back to the Committee.

### **CLOSED SESSION**

Rector Archer requested a motion to move into closed session. Vice Rector Kibler made the motion that the Executive Committee of the Radford University Board of Visitors convene a closed session pursuant to Section 2.2-3711 (A) Item 1 under the Virginia Freedom of Information Act for the discussion of personnel matters. Mr. Burton seconded the motion. The Executive Committee went into closed session at 8:27 a.m.

### **RECONVENED SESSION**

On the motion made by Mr. Kibler and seconded by Mr. Burton, the following resolution of certification was approved by a roll call vote.

#### **Resolution of Certification**

**BE IT RESOLVED**, that the Executive Committee of the Radford University Board of Visitors 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.

<u>Roll Call</u>	<u>Vote</u>
Mr. Robert A. Archer, Rector	Yes
Mr. James Kibler, Jr., Vice Rector	Yes
Dr. Thomas Brewster	Yes
Dr. Jay A. Brown	Yes
Mr. Gregory A. Burton	Yes
Ms. Krisha Chachra	Yes
Mr. Mark Lawrence, Ex officio	Yes

The resolution of certification was unanimously adopted.

### **RECOMMENDATION FOR APPROVAL OF PERFORMANCE PLAN UPDATE**

Rector Archer asked for a motion to recommend to the Board of Visitors the resolution for the approval of President Brian O. Hemphill's Performance Plan Update for 2019-2020. Mr. Kibler so moved, Mr. Burton seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment A* and made a part hereof.

**RECOMMENDATION FOR APPROVAL OF AMENDMENT TO THE BYLAWS AND PROCEDURES FOR PUBLIC COMMENT**

Rector Archer asked Assistant Attorney General Allen T. Wilson to review with the Committee the information that was discussed at last meeting regarding the requirement for higher education institutions to permit public comment prior to taking a vote on a proposed tuition increase. Mr. Wilson shared that there was a two-part recommendation. First, based on the Board of Visitors governance structure, an amendment to the Bylaws is recommended, which reads:

“In accordance with Code of Virginia, §23.1-307(D) and (E), Radford University will provide public notice at least 30 days prior to considering an increase undergraduate tuition or mandatory fees. The Radford University Board of Visitors will announce a public comment forum prior to the vote. The procedures for the Public Comment Session are approved by the Board of Visitors and maintained on the Board of Visitors website.”

Mr. Wilson and Committee members discussed the recommended procedures. Following the discussion, Rector Archer asked for a motion to recommend to the Board of Visitors the approval of the Procedures for Tuition Notice and Public Comment. Mr. Kibler made the motion, Mr. Burton seconded, and the motion carried unanimously. Rector Archer then asked for a motion to recommend to the Board of Visitors the approval of the Amendment to the Bylaws, as distributed. Mr. Kibler made the motion, Mr. Lawrence seconded, and the motion carried unanimously. A copy of the Procedures for Tuition Notice and Public Comment and the Amendment to the Bylaws are attached hereto as *Attachment B and C, respectively*, and made a part hereof.

**ADJOURNMENT**

With no further business to come before the Executive Committee, Rector Archer requested a motion to adjourn. Mr. Kibler so moved, Mr. Burton seconded, and the motion carried unanimously. The meeting adjourned at 8:44 a.m.

Respectfully submitted,

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