



RADFORD UNIVERSITY
BOARD OF VISITORS
ACADEMIC AFFAIRS COMMITTEE MEETING
MARTIN HALL - BOARD ROOM
RADFORD, VIRGINIA
9:00 A.M.
NOVEMBER 7, 2013

APPROVED

MINUTES

COMMITTEE MEMBERS PRESENT

Mr. Milton C. Johns, Chair
Ms. Ruby W. Rogers, Vice Chair
Mr. Matthew B. Crisp
Dr. Kevin R. Dye
Dr. Laura J. Jacobsen, faculty representative (non-voting, advisory member)
Ms. Linda K. Whitley-Taylor, Rector
Ms. Mary Waugh Campbell, Vice Rector

COMMITTEE MEMBERS ABSENT

Mr. Steve A. Robinson

BOARD MEMBERS PRESENT

Ms. Sandra C. Davis
Mr. Michael S. Hurt
Ms. Alethea "A.J." Robinson
Ms. Georgia Anne Snyder-Falkinham
Mr. Michael A. Wray
Ms. Katrina Koussis, student representative (non-voting, advisory member)

OTHERS PRESENT

President Penelope W. Kyle
Ms. Michele N. Schumacher, Secretary to the Board of Visitors

Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer
Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer
Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer
Dr. Sam Minner, Provost and Vice President for Academic Affairs

Ms. Margaret McManus, University Auditor
Radford University faculty and staff
Ms. Stephanie Hamlett, Senior Assistant Attorney General,
Commonwealth of Virginia

Dr. James Burke, Performance Management Group
Ms. Linda Pierce, Performance Management Group

CALL TO ORDER

Mr. Milton C. Johns, Vice-Chair, called the meeting to order at 9:10 a.m. in the Board Room in Martin Hall.

APPROVAL OF AGENDA

Mr. Johns asked for a motion to approve the November 7, 2013, meeting agenda as published. Ms. Ruby W. Rogers so moved and Dr. Kevin R. Dye seconded the motion and the motion carried unanimously.

APPROVAL OF MINUTES

Mr. Johns asked for a motion to approve the minutes of the September 12, 2013, meeting of the Academic Affairs Committee as published. Dr. Dye so moved and Ms. Rogers seconded the motion and the motion carried unanimously.

REPORT TO THE BOARD OF VISITORS FROM THE PRESIDENT OF THE FACULTY SENATE

Dr. Laura J. Jacobsen, President of the Faculty Senate, reminded the Committee at the September 2013 Committee and Board meeting she reviewed the results of the Collaborative on Academic Careers in Higher Education (COACHE survey) faculty job satisfaction survey administered by the Harvard Graduate School of Education, and, as a result of those presentations the Board of Visitors requested that the identified areas of concern be prioritized so that appropriate action could be undertaken to enhance faculty job satisfaction. Ms. Jacobsen stated that her presentation today would identify the priorities and would provide suggested opportunities for the Board of Visitors assistance in improving faculty job satisfaction. A copy of Dr. Jacobsen's presentation is attached hereto as *Attachment A* and made a part hereof.

Mr. Johns thanked Ms. Jacobsen for her report.

ACTION ITEM

Approval of Addition to the Teaching and Research Faculty Handbook

Dr. Minner stated that there was one change to the Teaching and Research Faculty Handbook, namely amending Section 1.7 to add a new Section 1.7.4: Extending the Tenure Clock. The Committee then discussed the changes to the Teaching and Research Faculty Handbook. After

the discussions, Mr. Johns asked for a motion to recommend to the Board the Resolution amending the Teaching and Research Faculty Handbook by adding a new Section 1.7.4 entitled Extending the Tenure Clock. Mr. Matthew B. Crisp so moved and Ms. Rogers seconded, and the motion carried unanimously. A copy of the Resolution to be presented to the full Board is attached hereto as ***Attachment B*** and is made a part hereof.

REPORT FROM THE PROVOST

Dr. Sam Minner, Provost and Vice President for Academic Affairs, updated the Committee on new personnel in the Academic Affairs Department and introduced Dr. Lisa Childress as the new Director of International Education. He also provided an update on the ongoing search for a Dean for the College of Business and Economics, informing the Committee that the airport interviews of the candidates had taken place and that the next step would be on campus interviews for the finalists. He also reported that a national search would begin soon for the new Dean of the College of Visual and Performing Arts.

Mr. Johns thanked Dr. Minner for his report.

RETENTION REPORT

Dr. Minner then noted that one of the most important initiatives in Academic Affairs at the University is the focus on retention, and he then introduced Dr. Steve Lerch, Coordinator of Retention, and Mr. Michael Dunn, Director of New Student Programs, to provide a brief presentation on retention efforts at Radford University.

Dr. Lerch provided an update on the current retention statistics at Radford University and the institution's efforts to improve these statistics. Mr. Dunn described the services being provided to the University by Noel-Levitz, the retention consultants hired by the Academic Affairs Division. He specifically reviewed the implementation of the Noel-Levitz College Student Inventory™ (CSI). He noted that the CSI assesses the strengths and challenges of each individual incoming student and based upon that assessment, the University is better equipped and able to prioritize student interventions and to keep students focused on completing their education. A copy of Dr. Lerch's and Mr. Dunn's presentation is attached hereto as ***Attachment C*** and made a part hereof.

Mr. Johns thanked Dr. Lerch and Mr. Dunn for their report.

INTERNSHIP DEVELOPMENT

Dr. Minner informed the Committee about ongoing activities to enrich the undergraduate experience through high impact undergraduate experiences, such as international studies, undergraduate research, and internships. He then introduced Ms. Sarah Rogis, the newly-hired Associate Director of Career and Internship Development – Northern Virginia Region. Ms. Rogis provided a power point presentation which included a review of her goals, approaches to career and internship development, metrics that should be used to measure the success of career and internship development, and internship program development and initiatives for

Wintermester and Maymester. A copy of her presentation is attached hereto as *Attachment D* and is made a part hereof.

Mr. Johns thanked Ms. Rogis for her report.

ADJOURNMENT

With no further business to come before the meeting, Mr. Johns adjourned the meeting at 11:00 a.m.

Respectfully submitted,

Michele Nieroda Schumacher,
Secretary to the Board of Visitors