



**RADFORD UNIVERSITY BOARD OF VISITORS
ACADEMIC AFFAIRS COMMITTEE MEETING
10:30 A.M.
SEPTEMBER 15, 2016
BOARD ROOM
MARTIN HALL – THIRD FLOOR
RADFORD, VA**

APPROVED

MINUTES

COMMITTEE MEMBERS PRESENT

Dr. Susan Whealler Johnston, Chair
Mr. Randolph "Randy" J. Marcus, Vice Chair
Ms. Krisha Chachra
Dr. Rachel D. Fowlkes
Dr. Carter Turner (non-voting, faculty advisory member)
Mr. Christopher Wade, Rector
Mr. Javaid Siddiqi, Vice Rector

OTHER BOARD MEMBERS PRESENT

Mr. Robert A. Archer
Ms. Callie M. Dalton
Ms. Mary Ann Hovis
Mr. Mark Lawrence
Ms. Debra McMahan
Ms. Alethea "A. J." Robinson

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
Dr. Irvin Clark, Interim Vice President for Student Affairs
Mr. Danny M. Kemp, Vice President for Information Technology & Chief Information Officer
Dr. Joseph Scartelli, Interim Provost and Vice President for Academic Affairs
Ms. Margaret McManus, University Auditor
Ms. Ashley Schumaker, Chief of Staff, Office of the President
Ms. Michele N. Schumacher, Secretary to the Board of Visitors
Ms. Melissa Wohlstein, Vice President for University Advancement
Mr. Allen T. Wilson, 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 10:46 a.m. in the Board Room, Third Floor-Martin Hall on the campus of Radford University and 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 September 15, 2016 agenda, as published. Mr. Randolph “Randy” Marcus so moved, Ms. Krisha Chachra seconded and the agenda, as published, was unanimously adopted.

APPROVAL OF MINUTES

Dr. Johnston asked for a motion to approve the minutes of the May 5, 2016 meeting of the Academic Affairs Committee, as published. Ms. Chachra so moved, Ms. Rachel Fowlkes seconded the motion and the May 5, 2016 minutes were unanimously approved. A copy of the approved minutes can be found at <http://www.radford.edu/content/bov/home/meetings/minutes.html>.

REPORT FROM THE PROVOST

Dr. Joseph Scartelli, Interim Provost and Vice President for Academic Affairs, reported on staffing changes within the Academic Affairs Division and stated that Dr. Angela Joyner had been hired as the new Executive Director of Career Services, and Dr. George Santopietro was named the new Assistant Provost for Academic Operations. He also commented that, with new academic buildings fully online and the renovations currently in progress, Academic Affairs will have the strongest instructional facilities and environments in the history of the University. These buildings and improvements will permit Academic Affairs to turn significant attention to programs and service to students. He also commented that embarking on a new strategic plan at this time is most opportune, permitting the University to turn its full institutional attention to programs and students.

Dr. Scartelli informed the Committee that the College of Science and Technology will be seeking approval to offer a B.S. Degree in Cyber Security from the State Council of Higher Education for Virginia (SCHEV) in the Spring 2017, and will seek formal approval from the Board to do so in November 2016.

Dr. Scartelli also noted that, as a result of the Board Retreat in July 2016 there were several questions posed by the Board of Visitors specific to academics at Radford University. He stated that responses to the first two questions were submitted to the Board shortly after the retreat, specifically, an explanation of teaching loads at Radford University and a description of programs in place to assist students with academic need. The third question was in reference to all of the accredited and approved programs at Radford University. He informed the Committee that the response to the third question related to accreditation required more time to compile and

will be sent to the Board shortly.

Ms. Johnson thanked Dr. Scartelli for his report.

REPORT FROM THE FACULTY SENATE PRESIDENT

Dr. Carter Turner, Faculty Representative for the Faculty Senate, reported on the primary goals of the Senate for 2016-2017, which are Internal Governance and faculty compensation. A copy of Dr. Turner's oral report is attached hereto as *Attachment A* and is made a part hereof.

STRATEGIC DISCUSSION ON ACADEMIC EXCELLENCE AND QUALITY

A high-level strategic discussion on academic excellence and quality took place, which included a discussion on how various constituencies at Radford University may measure same. Topics of discussion included: quantitative and qualitative assessments, accreditation, licensure pass rates of students in certain fields of study, employment success, personal and professional fulfillment, and how to create a stronger University brand with prospective students and their parents.

Dr. Johnston commented that the discussion was a good starting point, and she expects it will continue throughout the academic year.

ADJOURNMENT

With no further business to come before the Committee, Dr. Susan Whealler Johnston, Chair, adjourned the meeting at 12:30 p.m.

Respectfully submitted,

Michele N. Schumacher
Secretary to the Board of Visitors

ATTACHMENT A

Faculty Representative's Report

Dr. Carter Turner

Radford University Board of Visitors Academic Affairs Committee

September 15, 2016

The Radford University faculty are excited about Dr. Hemphill's arrival on campus and are eager to support his vision and plan for moving Radford University forward. The faculty appreciate Dr. Hemphill's demonstrated commitment to transparency and shared governance, and his eagerness to address the needs of faculty, staff, and students. The faculty are committed to working closely with the administration to address the retention issues Radford University currently faces.

The two primary goals of the Radford University Faculty Senate for 2016-2017 are as follows:

- 1) Internal Governance: Identify and fix discrepancies within the internal governance documents including the decision matrix. Inconsistencies within our internal governance structures have been a problem for many years. While progress was made last year, there is still a lot of work to be done.
- 2) Compensation: Continue to move toward the 60% of our peer institutions. In addition, there are a number of compensation issues that need to be addressed including work load, faculty overload and intersessional compensation, chair/program director stipends, and the process of disseminating raises. Our strategy for the year is to work closely with the administration to better understand these issues and to gain a precise understanding of the budgetary impact of possible solutions.

Below are the Faculty Senate committee charges for 2016-2017:

Campus Environment

1. Review approaches to spousal/partner hires at other universities and propose ways to improve hiring process at RU.
2. Review domestic partner benefits and policies and propose changes if needed.
3. Review faculty parental leave policy and propose improvements to the policy if needed.
4. Continue work on faculty retirement transition program.
5. Propose improvements to existing parking system to improve effectiveness and efficiency of the remaining lots and of the shuttle system.
6. Review COACHE survey to determine the most important issues, to determine which issues have been addressed, and to develop recommendations to address the remaining issues.
7. Determine whether COACHE and the Faculty Morale survey should both continue to be administered.
8. Determine university policies or procedures regarding emotional support animals.

9. Investigate the feasibility of using electric carts to transport people with mobility impairments, either permanent or temporary, that prevent them from reaching classrooms or work spaces.

Curriculum

1. Develop policy for determining when changes to courses in Core Curriculum require Faculty Senate approval.
2. Liaise with Governance Committee and with Assistant Provost for Academic Operations on proposed changes to the IG document that would impact curricular pathways.
3. Liaise with Director of Core Curriculum, CCAC, and Registrar's office to develop general education transfer policy for students with applied associate's degrees. (Policy has implications for enrollment; possibly also liaise with office of Vice President for Enrollment Management.)
4. Liaise with Director of Core Curriculum, CCAC, and Registrar's office to develop general education transfer policy for students who have completed all coursework for the associate's degree but who do not have the formal degree. (Policy has implications for enrollment; possibly also liaise with office of Vice President for Enrollment Management.)
5. Liaise with Director of Core Curriculum, CCAC, and Registrar's office to develop policy in response to SCHEV's call for participation in the Interstate Passport initiative. (Policy has implications for enrollment; possibly also liaise with office for Vice President for Enrollment Management.)
6. Review proposals for new programs (one proposal pending).
7. Liaise with Governance Committee on development of policy/procedure for termination of academic programs in the absence of fiscal exigency.
8. Liaise with Faculty Issues Committee to consider development of policy establishing balance between online and on-campus courses.

Faculty Issues

1. Review proposed intellectual property policy in light of latest legislation and rulings.
2. Clarify whether and how non-tenure track faculty may be eligible for awards under the aegis of the Faculty Awards Committee.
3. Determine the feasibility of establishing awards for adjuncts.
4. Liaise with governance to clarify time frame for grievance procedure.
5. Address lack of coordination between calendar for spending research grants and the timeframes during which research can be engaged in or completed by faculty.
6. Consider possible faculty response to call from SCHEV for "environmental scan of open educational initiatives" (contact person: Charley Cosmato, CITL).
7. Consider faculty role in decisions about "learning tools interoperability" (contact person, Charley Cosmato, CITL).
8. Review progress on issue of student evaluations, including status of motions.
9. Review the results of the Advising Survey distributed during Spring 2016 and determine faculty response, if any.

10. Liaise with Curriculum Committee to consider development of a policy establishing balance between online and on-campus courses.

Governance

1. Identify and address discrepancies between current IG practices and the language of the IG document. Liaise with Assistant Provost for Academic Operations.
2. Review membership, purpose, and functionality of IG Committees.
 - Contact previous committee chairs.
 - Revisit criteria used to evaluate IG committees in 2015-2016.
3. Review organizational framework for IG overall, including classification of committees based on their purpose. Liaise with Assistant Provost for Academic Operations.
4. Clarify status of matrix and/or formally integrate it into the IG Document.
5. Follow up on process to track motions and recommendations made by IG committees and Faculty Senate.
6. Revisit the issue of Senior Instructor.
 - Introduce motion that proposes rank but without language regarding contract renewal.
 - Introduce separate motion to increase pay for Senior Instructors.
7. Revisit Quadrennial Review process for Chairs and Directors.
8. Review language in T&R handbook regarding composition and size of Personnel Committees in light of the possibility that committees in large departments may be unwieldy. (Issue raised by faculty of School of Teacher Education and Leadership.)
9. Review process by which letters are written and distributed for the Annual Dean's evaluation. Charge encompasses
 - role of Governance Committee in the evaluation process,
 - purpose of summary letter, and
 - method of distributing letters to deans, perhaps by sending letters and results of Deans' evaluations directly to Provost for distribution from that office.
10. Review process for evaluating dean of the Graduate College with the view toward making certain that evaluative criteria appropriately reflect duties assigned to the dean.
11. Review process for choosing associate deans in light of the possibility that the process may be unwieldy.
12. Determine method for providing senate representation for Core instructors on the 200-level who are not housed in one of the six undergraduate colleges.

Resource Allocation

1. Continue to press for administrative follow through on
 - hiring of administrative assistants for academic departments
 - creation of assessment plans and programs for all administrative units
 - adoption of long-term faculty compensation plan
 - adoption of workload policy
 - promotional pay raises

- increases in travel reimbursement
2. Examine the adequacy of support for professional development and research.
 3. Develop recommendations for payment pathways that allow for use of social media and search engines for recruitment. (Recommendations have implications for enrollment; possibly also liaise with Vice President for Enrollment Management.)
 4. Examine the distribution of staff and resources to departments and colleges of different sizes to determine whether the distribution is equitable and cost-effective.