



**RADFORD UNIVERSITY BOARD OF VISITORS MEETING
ONE JAMES CENTER
SECOND FLOOR CONFERENCE ROOM 2- G
901 E. CARY STREET
RICHMOND, VIRGINIA
FEBRUARY 3, 2015**

DRAFT

MINUTES

BOARD MEMBERS PRESENT

Mr. Michael A. Wray, Rector
Dr. Kevin R. Dye, Vice Rector
Mr. Anthony R. Bedell
Ms. Mary Waugh Campbell
Mr. Matthew B. Crisp
Ms. Callie M. Dalton
Dr. Andrew Fogarty
Dr. Susan Whealler Johnston
Mr. Randolph "Randy" J. Marcus
Ms. Ruby W. Rogers
Dr. Javaid Siddiqi
Ms. Georgia Anne Snyder-Falkinham
Mr. Christopher Wade
Dr. Jerry M. Kopf, faculty representative (non-voting, advisory member)
Mr. Colby Bender, student representative (non-voting, advisory member)

BOARD MEMBERS ABSENT

Ms. Alethea "AJ" Robinson
Mr. Steve Robinson

OTHERS PRESENT

President Penelope W. Kyle
Mr. Richard Alvarez, Vice President for Finance and Administration & Chief Financial Officer
Mr. Joe Carpenter, Vice President for University Relations & Chief Communications Officer
Dr. Sam Minner, Provost & Vice President for Academic Affairs
Ms. Melissa Wohlstein, Vice President for Advancement
Ms. Lisa Ridpath, Associate Vice President for Finance and Administration

Mr. Chad Reed, Director of Budget/Financial Planning

Mr. Ronald Forehand, Senior Assistant Attorney General, Commonwealth of Virginia
Mr. Mike Melis, Assistant Attorney General, Commonwealth of Virginia

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

Michele N. Schumacher, Secretary for the Board of Visitors

CALL TO ORDER

The Board of Visitors of Radford University met on Tuesday, February 3, 2015 at 11:35 a.m. in the Second Floor Conference Room 2-G, at One James Center, 901 E. Cary Street, Richmond, Virginia.

APPROVAL OF AGENDA

Mr. Wray asked for a motion to approve the February 3, 2015 meeting agenda, as published. Mr. Christopher Wade moved that the Academic Affairs Committee Report be moved up to the first item on the Agenda followed by the President's Report. Mr. Randolph "Randy" J. Marcus seconded the motion, and the motion was unanimously adopted.

APPROVAL OF MINUTES

Mr. Wray asked for a motion to approve the minutes of the November 21, 2014 meeting of the Board of Visitors as published. Mr. Wade so moved and Dr. Fogarty seconded and the motion carried unanimously.

ACADEMIC AFFAIRS COMMITTEE REPORT

Mr. Randolph "Randy" J. Marcus, Chair of the Academic Affairs Committee, stated that the Committee met on February 2, 2015. He reported that Dr. Sam Minner, Provost and Vice President for Academic Affairs provided an update on several items including Radford University's nursing program; the wintermester academic term noting the increase in students taking advantage of these on-line classes; and an RU Futures group update. In addition, Mr. Marcus noted that Dr. Minner also provided an update on enrollment efforts and provided enrollment numbers through January 30, 2015 for the fall 2015 semester. Mr. Marcus further noted that there were no action items.

Mr. Wray thanked Mr. Marcus for his report.

ADVANCEMENT/ALUMNI RELATIONS AND COMMUNICATIONS/MARKETING COMMITTEE REPORT

Dr. Kevin R. Dye, Acting Chair of the Advancement/Alumni Relations and

Communications/Marketing Committee stated that the Committee met on February 2, 2015. He reported that the Committee heard an integrated branding and marketing presentation from Mr. Dennis Franczak, CEO –Fuseideas, Mr. J.R. Hipple, Partner- the Albright Group, and Mr. Patrick Murphy, President – Pan Atlantic SMS Group, the branding and marketing consultants. He also reported that the Committee received updates from Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer on University Relations support regarding University Advancement and Alumni Relations initiatives; and advertising/promotions for the University since the November meeting. In addition, Dr. Dye noted that Ms. Melissa Wohlstein, Vice President for University Advancement provided an update on fiscal year 2014-2015 fundraising through the 2nd quarter; current staffing searches in the University Advancement Department; and upcoming alumni relations events through April 2015.

Mr. Wray thanked Dr. Dye for his report.

GOVERNANCE, ADMINISTRATION & ATHLETICS COMMITTEE REPORT

Mr. Anthony R. Bedell, Chair of the Governance, Administration & Athletics Committee, reported that the Committee met on February 2, 2015. He informed the Board that Mr. Danny Kemp, Vice President for Information Technology and Chief Information Officer, provided highlights of various information technology projects since November 2014, and updates on the Identity and Access Management Project and the Constituent Relationship Management (CRM) project. Mr. Bedell noted that Mr. Kemp also reported that the University has selected and will soon implement a campus safety application called “LiveSafe”. Mr. Bedell also noted that President Penelope W. Kyle provided the Intercollegiate Athletics Report on behalf of Athletic Director Robert Lineburg, who did not attend the meeting, and informed the Committee of Radford University’s Intercollegiate Athletic highlights since the November 2014.

Mr. Bedell also reported that the Committee received the Department of Information Technology’s Annual Report, and were informed that there were some minor revisions to the Radford University Information Technology Security Standard, which is required for the University to maintain its Level II operational authority in the functional area of Information Technology. He stated that the Committee had no action items.

Mr. Wray thanked Mr. Bedell for his report.

BUSINESS AFFAIRS & AUDIT COMMITTEE REPORT

Mr. Matthew B. Crisp, Chair of the Business Affairs & Audit Committee, stated that the Committee met on February 2, 2015. He reported that the Committee heard a report from Mr. Mike Reinholtz, Acquisitions & Contract Management Specialty Team Director and Radford Audit Project Manager with the Auditor of Public Accounts of the Commonwealth of Virginia, on the upcoming audit of the University’s fiscal year 2014 financial statements. Mr. Crisp also informed the Board that Ms. Margaret McManus, University Auditor, provided a review of the University Discretionary Fund for the quarter ended December 31, 2014, and noted that all expenditures were in accordance with the

Board guidelines; and a follow-up audit status report. He stated that Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer provided a capital projects update, and provided a presentation on the 2015-16 budget and tuition outlook. Mr. Crisp also reported that Ms. Lisa Ridpath, Associate Vice President for Finance & Administration provided an update on Governor McAuliffe's Amended 2014-2016 Biennial Executive Budget and a legislative update on the 2015 General Assembly.

Mr. Crisp also noted that there was two action items from the Committee, the first was the recommendation from the Committee that the Board adopt a resolution certifying compliance with the Radford University Debt Management Policy. Mr. Wray asked for a motion to adopt the Resolution Certifying Compliance with the Radford University Debt Management Policy. Dr. Kevin R. Dye so moved and Dr. Susan Whealler Johnston seconded and the Resolution was adopted unanimously. A copy of the Resolution is attached hereto as **Attachment A** and is made a part hereof.

Mr. Crisp stated that the second action item was adoption of the Radford University's 2014-15 Operating Budget Second Quarter Adjustment. He informed the Board that because of the Commonwealth's significant general fund shortfall for the 2014-16 biennium, it was necessary for executive branch agencies to revise the original biennial revenue projections and implement savings strategies. As a result, \$45,000,000 of general fund appropriation was to be reverted from the E&G programs of public institutions of higher education in both years of the biennium, 2014-15 and 2015-16. Radford University's share of the reduction is \$1,113,249 in each year of the biennium; therefore, a second quarter budget adjustment is needed to align the University's general fund revenue forecast with authorized expenditure levels. Mr. Wray asked for a motion to approve the Resolution to adjust second quarter operating budget as presented in Schedule A for Total Operating Budget. Ms. Callie M. Dalton so moved, and Mr. Christopher Wade seconded. The Resolution was unanimously adopted. A copy of the Resolution is attached hereto as **Attachment B** and is made a part hereof.

Mr. Wray thanked Mr. Crisp for his report.

REPORT FROM THE FACULTY REPRESENTATIVE TO THE BOARD

Dr. Jerry M. Kopf, non-voting faculty advisory representative, referred the Board to his written talking points. A copy of Dr. Kopf's written talking points are attached hereto as **Attachment C** and are made a part hereof.

Mr. Wray thanked Dr. Kopf for his report.

REPORT FROM THE STUDENT REPRESENTATIVE TO THE BOARD

Mr. Colby Bender, non-voting student representative to the Board, updated the Board on his initiatives to bring a polling place to the campus, implementation of RU Safe? Program, and the Club Hub. Mr. Bender's report is attached hereto as **Attachment D** and is made a part hereof.

Mr. Wray thanked Mr. Bender for his report.

REPORT ON THE RADFORD UNIVERSITY FOUNDATION

Ms. Georgia Anne Snyder-Falkinham, Board of Visitors Liaison to the Radford University Foundation, reported that the assets of the Foundation as of December 31, 2014 were \$71.3 million and that the Foundation's annual report should be released in early 2015.

Mr. Wray thanked Ms. Snyder-Falkinham for her report.

PRESIDENT'S REPORT

President Penelope W. Kyle reported on recent activities at Radford University and referred the Board to her report in the Board materials. A copy of President Kyle's report is attached hereto as *Attachment E* and is made a part hereof.

Mr. Wray thanked President Kyle for her report.

CLOSED SESSION

Mr. Wray called for the Board to go into Closed Session and asked Mr. Bedell to make the motion. Mr. Bedell moved, pursuant to Section 2.2-3711(A)(1) of the Freedom of Information Act, that the Radford University Board of Visitors go into "Closed Session" for the discussion of personnel matters, more specifically matters relating to the performance evaluation or compensation of certain Radford University employees and the evaluation of performance of certain departments or schools of the University which will require performance evaluations of specific individuals in those departments; and pursuant to Section 2.2-3711(A)(29) to discuss award of a public contract involving expenditure of public funds where discussion in open session would adversely affect our bargaining position, and more specifically whether and under what terms and conditions to renew the contract of Performance Management Group. Dr. Kevin R. Dye so moved and Mr. Christopher Wade seconded, and the motion was unanimously adopted.

Mr. Wray asked President Penelope W. Kyle, Mr. Ronald Forehand, Senior Assistant Attorney General, Commonwealth of Virginia, Mr. Mike F. Melis, Assistant Attorney General, Commonwealth of Virginia, to attend the Closed Session. Dr. James Burke, Performance Management Group, and Ms. Linda Pierce, Performance Management Group, Staff and all guests left the meeting at this point.

Dr. Burke and Ms. Pierce reentered the closed session at 12:50 p.m. President Kyle left the closed session at 1:47 p.m.

RECONVENED SESSION

Following the closed session, the public was invited to return to the meeting. Mr. Wray, Rector,

called the meeting to order. Mr. Wray, Rector, asked Mr. Anthony R. Bedell to make the motion to return to open session. Mr. Bedell so moved as follows:

Certification of Executive Meeting

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, Section 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 Radford University Board of Visitors hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under Virginia law and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Radford University Board of Visitors.

Mr. Wade seconded. A roll-call vote was taken:

Vote: yes	Mr. Michael A. Wray	yes	Dr. Andrew B. Fogarty
yes	Dr. Kevin R. Dye	yes	Dr. Susan Whealler Johnston
yes	Mr. Anthony R. Bedell	yes	Mr. Randolph J. Marcus
yes	Ms. Mary W. Campbell	yes	Dr. Javaid Siddiqi
yes	Ms. Callie M. Dalton	yes	Ms. Georgia Anne Snyder-Falkinham
		yes	Mr. Christopher Wade

Mr. Matthew B. Crisp and Ms. Ruby W. Rogers left the meeting during the closed session.

After the Closed Session, Mr. Bedell made a motion that the Board enter into a new eighteen (18) month contract with Performance Management Group which shall commence at the expiration of the current Performance Management Group contract. Ms. Snyder-Falkinham seconded and the motion was unanimously adopted.

ADJOURNMENT

With no further business to come before the Board, Mr. Michael A. Wray, Rector, adjourned the meeting at 4:00 p.m.

Respectfully submitted

Michele N. Schumacher
Secretary to the Board of Visitors