



**RADFORD UNIVERSITY BOARD OF VISITORS
ACADEMIC AFFAIRS COMMITTEE MEETING
BOARD ROOM – MARTIN HALL
RADFORD, VIRGINIA
1:00 P.M.
MAY 7, 2015**

APPROVED

MINUTES

COMMITTEE MEMBERS PRESENT

Mr. Randolph “Randy” J. Marcus, Chair
Ms. Ruby W. Rogers, Vice Chair
Ms. Mary Waugh Campbell
Mr. Matthew B. Crisp
Dr. Javaid Siddiqi
Dr. Jerry M. Kopf, faculty representative (non-voting, advisory member)
Mr. Michael A. Wray, Rector
Dr. Kevin R. Dye, Vice Rector

BOARD MEMBERS PRESENT

Mr. Anthony R. Bedell
Dr. Kevin R. Dye
Ms. Mary W. Campbell
Ms. Callie M. Dalton
Dr. Susan Whealler Johnston
Ms. Alethea “A.J.” Robinson
Mr. Steve A. Robinson
Ms. Georgia Anne Snyder-Falkinham

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 and Chief Communications Officer
Dr. Sam Minner, Provost and Vice President for Academic Affairs
Ms. Melissa Wohlstein, Vice President for University Relations
Ms. Margaret McManus, University Auditor
Ms. Lisa Ridpath, Associate Vice President for Finance and Administration

Mr. Chad Reed, Director of Budget/Financial Planning
Dr. Matthew Dunleavy, Interim Director of Academic Affairs
Radford University faculty and staff

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

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

Ms. Michele N. Schumacher, Secretary to the Board of Visitors

CALL TO ORDER

Mr. Randolph “Randy” J. Marcus, Chair, formally called the meeting to order at 12:30 p.m. in the Board Room in Martin Hall and noted that pursuant to the draft Agenda as published “All start times for committees are approximate only. Committees meet sequentially in the order appearing. Meetings may begin either before or after the listed approximate start time as committee members are ready to proceed.”

APPROVAL OF AGENDA

Mr. Marcus asked for a motion to approve the May 7, 2015 meeting agenda, as published. Ms. Mary W. Campbell so moved and Ms. Ruby Rogers, seconded the motion and the motion carried unanimously.

APPROVAL OF MINUTES

Mr. Marcus asked for a motion to approve the minutes of the February 2, 2015 meeting of the Academic Affairs Committee as published. Ms. Campbell so moved and Mr. Matthew B. Crisp seconded the motion and the motion carried unanimously.

REPORT FROM THE PROVOST

Dr. Sam Minner, Provost and Vice President for Academic Affairs, noted that his detailed report can be located in the BoardBooks. He informed the Committee of the faculty promotions and faculty who were awarded Emeriti status, copies of same are attached hereto as ***Attachment A and Attachment B*** and are made a part hereof.

Dr. Minner stated that Mr. James Pennix, Dean of Admissions, will provide the report on enrollment. Mr. Pennix noted that new freshman deposits received are at 2027, approximately 4-8% lower than last year. He continued that new transfer deposits received are at 419, approximately 20-32% higher than last fall. Mr. Pennix reported that these are approximately 4-8% lower than last year. Mr. Pennix reviewed with the Committee the enrollment plans and opportunities for the University going forward which included a continued focus on out-of-state

recruitment, an increase in transfer recruitment activities throughout the state, implementation and enhancement of our diversity recruitment to address the projected increase in Hispanic/Latino high school students. He noted that the challenges continue to be increased competition among the institutions of higher education, especially among the other public universities/colleges in Virginia as they increase their enrollment activities as well.

The Committee then discussed recent announcements by several institutions of higher education in Virginia to increase enrollment and the measures in terms of both recruitment and retention strategies that Radford University can do to offset the effect of those efforts by other schools.

Dr. Minner also provided the Committee with a power point presentation that included a synopsis of the RU Futures Report, Radford University Retention Rates past and present, and the process for Faculty Tenure and Promotions followed by the University. A copy of the RU Futures report and Dr. Minner's power point presentation are attached hereto as *Attachment C* and *Attachment D* and are made a part hereof.

Mr. Marcus thanked Dr. Minner and Mr. Pennix for their reports.

ACTION ITEMS

Faculty Tenure Recommendation:

Dr. Minner noted that the list of the individuals for whom the University is requesting tenure have met the requirements for tenure. The Committee then discussed the faculty tenure recommendations and Mr. Marcus asked for a motion to approve the faculty tenure recommendations to go forward to the Board of Visitors for approval. Ms. Campbell so moved and Ms. Rogers seconded and after discussion the motion was unanimously carried. A copy of the Resolution of Tenure Recommendations is attached hereto as *Attachment E* and is made a part hereof.

Graduate College Name Change:

Dr. Minner stated that there was also an action item to change the name of the College of Graduate and Professional Studies to the College of Graduate Studies and Research. It was explained that the Office of Sponsored Programs and Grants, and the Office of Research Compliance were administratively placed under the Graduate College in 2008, after the creation of the Graduate College. Dr. Minner noted that it is common practice for universities who place sponsored programs within the Graduate College to reflect that in the name of the college. Mr. Marcus asked for a motion to approve the recommendation to change the name of the Graduate College from its current formal name, College of Graduate and Professional Studies, to the College of Graduate Studies and Research. Mr. Matthew B. Crisp so moved and Dr. Javid Siddiqi seconded and after discussion the motion was unanimously carried. A copy of the Resolution is attached hereto as *Attachment F* and made a part hereof.

Veterans Priority Registration Proposal:

Dr. Minner stated that the Board of Visitors approved the Veteran Priority Registration Policy in September 2014, to recognize the scheduling difficulties and obligations encountered by active

duty members of the United States Armed Forces. He continued that the policy needs to be amended to comply with the Code of Virginia Section 23-9.2:3.7C, and guidelines developed by the State Council of Higher Education for Virginia (SCHEV), to ensure that the definition of Veterans as used in the policy includes veterans as defined in Virginia Code Section 23-7.4. In addition, Dr. Minner stated as SCHEV continues to develop guidelines regarding course registration for military-related students that the Board delegate to the President of Radford University the authority to amend the policy in the future as may be required by SCHEV. Mr. Marcus asked for a motion to approve the recommendation to the full Board the “Resolution for Approval of Revisions to the Veteran Priority Registration Policy and Delegation of Authority to the President”. Ms. Campbell so moved and Ms. Rogers seconded and after discussion the motion was unanimously carried. A copy of the Resolution is attached hereto as **Attachment G** and made a part hereof.

REPORT FROM THE PRESIDENT OF THE FACULTY SENATE

Dr. Jerry M. Kopf, Faculty Senate President provided a power point presentation and update on salaries of Radford University teaching and research faculty. A copy of Dr. Kopf’s presentation is attached hereto as **Attachment H** and are made a part hereof.

Mr. Marcus thanked Dr. Kopf for his report.

CLOSED SESSION

Mr. Marcus asked Ms. Rogers to read the motion for the Academic Affairs Committee to go into a closed session. Ms. Rogers moved that the Academic Affairs Committee of the Board of Visitors of Radford University convene a closed session under the Virginia Freedom of Information Act in order to discuss pursuant to **2.2-3711 (A) (1)** of the Freedom of Information Act personnel matters, more specifically relating to the performance evaluation, compensation of certain Radford University employees and evaluation of performance of certain departments of Radford University which will require performance evaluations of specific individuals in those departments, specifically to discuss a faculty appeal. Ms. Campbell seconded and the motion was unanimously adopted. Mr. Marcus asked Mr. Ronald C. Forehand, Senior Assistant Attorney General, Commonwealth of Virginia, Mr. Mike F. Melis, Assistant Attorney General, Commonwealth of Virginia, Dr. James Burke, Performance Management Group, and Ms. Linda Pierce, Performance Management Group, to attend the Closed Session.

RECONVENED SESSION

Following the closed session, the public was invited to return to the meeting. Mr. Marcus, Chair, called the meeting to order. Mr. Marcus asked Ms. Rogers to make the motion to approve the Certification of the Closed Session. Ms. Rogers moved as follows:

Certification of Closed Session

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. Crisp seconded. A roll-call vote was taken:

Vote: yes	Mr. Michael A. Wray	yes	Dr. Susan Whealler Johnston
yes	Dr. Kevin R. Dye	yes	Mr. Randolph J. Marcus
yes	Mr. Anthony R. Bedell	yes	Ms. Alethea "A.J." Robinson
yes	Ms. Mary W. Campbell	yes	Mr. Steve A. Robinson
yes	Mr. Matthew B. Crisp	yes	Ms. Ruby W. Rogers
yes	Ms. Callie M. Dalton	yes	Dr. Javaid Siddiqi
		yes	Ms. Georgia Anne Snyder-Falkinham

After the closed session, Mr. Marcus made a motion that it is the Committee's recommendation that the Board of Visitors hear the faculty appeal, with each side having 15 minutes to make their presentations followed by questions, if any, from the Board. Ms. Campbell seconded, and the motion was unanimously adopted.

ADJOURNMENT

With no further business to come before the Committee, Mr. Marcus, Chair, adjourned the meeting at 3:50 p.m.

Respectfully submitted,

Michele N. Schumacher
Secretary to the Board of Visitors