



**RADFORD UNIVERSITY BOARD OF VISITORS
ACADEMIC AFFAIRS COMMITTEE
1:15 P.M.
FEBRUARY 1, 2016
BOARD ROOM
THIRD FLOOR-MARTIN HALL
RADFORD UNIVERSITY**

DRAFT

MINUTES

COMMITTEE MEMBERS PRESENT

Mr. Randolph “Randy” J. Marcus, Chair
Ms. Ruby W. Rogers, Vice Chair
Ms. Krisha Chachra
Dr. Javaid Siddiqi
Dr. Jerry M. Kopf, faculty representative (non-voting, advisory member)

COMMITTEE MEMBERS ABSENT

Ms. Mary Waugh Campbell

OTHER BOARD MEMBERS PRESENT

Mr. Anthony R. Bedell, Rector
Mr. Christopher Wade, Vice Rector
Dr. Susan Whealler Johnston
Ms. Hannah Gullickson, student representative (non-voting, advisory member)

OTHERS PRESENT

President Penelope W. Kyle
Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer
Mr. Danny M. Kemp, Vice President for Information Technology & Chief Information Officer
Dr. Joe Scartelli, Interim Provost & Vice President for Academic Affairs
Ms. Margaret McManus, University Auditor
Radford University faculty and staff

Mr. Allen T. Wilson, Assistant Attorney General, Commonwealth of Virginia

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, 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

Mr. Marcus asked for a motion to approve the February 1, 2016 agenda, as published. Ms. Krishna Chachra so moved, and Ms. Ruby W. Rogers seconded and the agenda, as published, was unanimously adopted.

APPROVAL OF MINUTES

Mr. Marcus asked for a motion to approve the minutes of the November 12, 2015 meeting of the Academic Affairs Committee, as published. Ms. Rogers so moved and Ms. Chachra, seconded the motion, and the September 17, 2015 minutes were unanimously approved. A copy of the approved minutes can be found at <http://www.radford.edu/content/bov/home/meetings/minutes.html>.

ACTION ITEMS

Mr. Marcus stated that there were two action items and asked Dr. Joseph Scartelli, Interim Provost and Vice President for Academic Affairs to review both items with the Committee. Dr. Scartelli stated one item is the approval of the Doctor of Occupational Therapy program. He stated that this is the direction that this profession is heading and to his knowledge there is currently only one school which offers such a program in the Commonwealth of Virginia. He explained that once the Board of Visitors had approved this program the University must receive approval from SCHEV (State Council on Higher Education for Virginia) to implement same. Ms. Rogers so moved and Ms. Chachra seconded and the resolution was unanimously approved. A copy of the resolution is attached hereto as ***Attachment A*** and is made a part hereof.

Dr. Scartelli noted that the second action item is an amendment to the Teaching and Research Handbook Section 2.8 which reminds faculty that some form of feedback to students regarding grades and/or academic performance should be provided prior to each semester’s withdrawal date, that certain identified students should receive midterm grades, while for other students the type of feedback provided to the student should be determined by the faculty member as he/she deems appropriate. He noted that this change was a result of a request from the Student Government Association and was brought before the Faculty Senate which unanimously approved to amend the second paragraph of Section 2.8 of the Teaching and Research Faculty Handbook. Mr. Marcus asked for a motion to recommend to the Board of Visitors approval of the resolution amending Section 2.8 of the Teaching and Research Faculty Handbook. Ms. Chachra so moved and Ms. Rogers seconded and the resolution was unanimously adopted. A copy of the resolution is attached hereto as ***Attachment B*** and is made a part hereof.

REPORT FROM THE PROVOST

Dr. Joseph Scartelli, Interim Provost and Vice President for Academic Affairs, noted that at the request of the Board the Academic Affairs Division had begun a cost-benefit analysis for each program as selected by the Board of Visitors and/or the College Deans. He continued that the first of these presentations were made at the November 2015 Committee meeting, and similar presentations would continue at this meeting, at which time the cost-benefit analysis for an additional 17 programs were reviewed. A copy of Dr. Scartelli's written report and PowerPoint presentation are attached hereto as *Attachments C-1 and C-2* and are made a part hereof.

Discussions were held concerning the usefulness of the data and how same could be used strategically going forward.

Mr. James Pennix, Dean of Admissions and Enrollment Management, provided an update on new freshman and transfer applications to date. He also reviewed the challenges with the new CRM and Hobson's application implementation in this recruiting season. He also explained that due to some of the severe winter weather, the extension of the application deadline to March 1st. Mr. Pennix also reviewed and updated the Committee on the 2015-2016 Enrollment Initiatives such as Transfer Enrollment through VCCS and Recruiting a Changing Demography.

Discussions were held concerning the demographics of out-of-state students and strategies surrounding recruitment from those areas.

Mr. Marcus thanked Dr. Scartelli and the Deans of each college for their reports. He also thanked Mr. Pennix for his report.

REPORT FROM THE FACULTY SENATE PRESIDENT

Dr. Jerry M. Kopf, Faculty Senate President stated he would not be providing a formal report noting that the Faculty Senate was very inactive since the November 2015 meeting due to winter break and the introduction of Dr. Hemphill to the campus community.

Mr. Marcus thanked Dr. Kopf for his report.

ADJOURNMENT

With no further business to come before the Committee, Mr. Randolph "Randy" J. Marcus, Chair, adjourned the meeting at 2:55 p.m.

Respectfully submitted,

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