



**RADFORD UNIVERSITY BOARD OF VISITORS  
JOINT MEETING OF THE  
ACADEMIC AFFAIRS COMMITTEE  
AND  
BUSINESS AFFAIRS & AUDIT COMMITTEE BOARD ROOM  
MARTIN HALL –THIRD FLOOR  
RADFORD, VIRGINIA  
2:30 P.M.  
NOVEMBER 20, 2014**

**APPROVED**

**MINUTES**

**BUSINESS AFFAIRS & AUDIT COMMITTEE MEMBERS PRESENT**

Dr. Andrew B. Fogarty, Vice Chair  
Mr. Anthony R. Bedell  
Ms. Callie M. Dalton  
Ms. Georgia Anne Snyder-Falkinham  
Mr. Michael A. Wray, Rector

**BUSINESS AFFAIRS & AUDIT COMMITTEE MEMBER AND ACADEMIC AFFAIRS  
COMMITTEE MEMBER PARTICIPATING BY TELEPHONE**

Mr. Matthew B. Crisp, Chair  
Hilton Orlando, Lobby Lounge  
6001 Destination Parkway  
Orlando, Florida 32819  
Phone: 407-313-4300

**ACADEMIC AFFAIRS COMMITTEE MEMBERS PRESENT**

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

**ACADEMIC AFFAIRS COMMITTEE MEMBERS ABSENT**

Dr. Kevin R. Dye, Vice Rector

**OTHER BOARD MEMBERS PRESENT**

Ms. Alethea “A.J.” Robinson  
Mr. Christopher Wade

Mr. Colby Bender, 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. 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

Dr. Mark Shanley, Vice President for Student Affairs

Ms. Melissa Wohlstein, Vice President for Advancement

Ms. Margaret McManus, University Auditor

Other 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

Michele N. Schumacher, Secretary to the Board of Visitors

**CALL TO ORDER**

Mr. Randolph “Randy” J. Marcus, Chair, called the meeting to order at 2:30 p.m. in the Board Room in Martin Hall on the campus of Radford University.

**APPROVAL OF AGENDA**

Mr. Marcus asked for a motion to approve the November 20, 2014, meeting agenda as published.

Dr. Andrew B. Fogarty so moved, Ms. Mary Waugh Campbell seconded and a roll-call vote was taken.

Vote: yes	Mr. Randy J. Marcus	yes	Dr. Andrew B. Fogarty
yes	Mr. Matthew B. Crisp	yes	Ms. Ruby W. Rogers
yes	Mr. Anthony R. Bedell	yes	Dr. Javaid Siddiqi
yes	Ms. Mary W. Campbell	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Ms. Callie M. Dalton	yes	Mr. Michael A. Wray

All members responded affirmatively and the November 21, 2014 agenda as published was approved.

## **APPROVAL OF MINUTES**

Mr. Marcus asked for a motion to approve the September 18, 2014 Academic Affairs Committee minutes, as published, and the September 18, 2014 Business Affairs & Audit Committee minutes as published. Ms. Mary W. Campbell so moved and Dr. Andrew B. Fogarty seconded the motion and a roll-call vote was taken:

Vote: yes	Mr. Randy J. Marcus	yes	Dr. Andrew B. Fogarty
yes	Mr. Matthew B. Crisp	yes	Ms. Ruby W. Rogers
yes	Mr. Anthony R. Bedell	yes	Dr. Javaid Siddiqi
yes	Ms. Mary W. Campbell	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Ms. Callie M. Dalton	yes	Mr. Michael A. Wray

All members responded affirmatively and the September 18, 2014 minutes of the Academic Affairs Committee and the September 18, 2014 minutes of the Business Affairs & Audit Committee were approved.

## **REPORTS AND RECOMMENDATIONS**

### **Report from the University Auditor**

Ms. Margaret McManus, University Auditor, reported that a review of the University Discretionary Fund for the quarter ended September 30, 2014 was conducted and that one hundred percent of the expenditures were reviewed and all were in compliance with the Board of Visitors' guidelines. Ms. McManus also referred the Committee to the following reports found in their Board materials: a revised 2014-2015 Audit Plan, an audit report on sole source procurement and a follow-up audit status report, all of which had been previously sent to the Committee for review. Ms. McManus noted that the reports were all included in the Committee materials. A copy of Ms. McManus' reports are attached hereto as ***Attachment A*** and are made a part hereof.

Mr. Marcus thanked Ms. McManus for her report.

### **Action Item**

Mr. Marcus then informed the Committee that there was one action item, approval of amendments to three sections of the Teaching & Research Faculty Handbook, and asked Dr. Sam Minner, Provost and Vice President for Academic Affairs to review the amendments. Dr. Minner noted that the amendments were provided in the Committee materials, and were recommended by the faculty and have his approval. Discussions were then held concerning the use of consistency versus variability in evaluation criteria, and the evaluation process in awarding tenure. After discussion, Mr. Marcus tabled consideration of the amendments to Sections 1.4.1.4.1 and 1.4.3.1 of the Teaching and Research Faculty Handbook pending receipt of additional information from the Provost concerning the tenure process including a review of all the factors used to determine tenure. Mr. Marcus asked for a motion to recommend to the Board of Visitors approval of the amendments to Section 4.1.3.3 of the Teaching & Research Faculty Handbook. Ms. Campbell so moved and Dr. Javaid Siddiqi seconded and a roll-call vote was taken:

Vote: yes	Mr. Randy J. Marcus	yes	Dr. Andrew B. Fogarty
yes	Mr. Matthew B. Crisp	yes	Ms. Ruby W. Rogers
yes	Mr. Anthony R. Bedell	yes	Dr. Javaid Siddiqi
yes	Ms. Mary W. Campbell	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Ms. Callie M. Dalton	yes	Mr. Michael A. Wray

All members responded affirmatively and the motion was adopted. A copy of the Resolution amending Section 4.1.3.3 of the Teaching & Research Faculty Handbook is attached hereto as **Attachment B** and is made a part hereof.

### **Provost's Report**

Mr. James Pennix, Dean of Admissions, reviewed the enrollment report found in the Board material, and reviewed enrollment trends for new freshman, transfer students and out-of-state students, as well as initiatives the admissions office has implemented and in progress for undergraduate student enrollment. Dr. Dennis Grady, Dean of the College of Graduate and Professional Studies, provided an update on graduate student enrollment trends and projections.

Dr. Kenneth Cox, Dean of the Waldron College of Health and Human Services, and Dr. Anthony R. Ramsey, Director of the School of Nursing, provided a report on the possibility/feasibility of expanding the undergraduate nursing program. There was a lengthy discussion after which Dr. Minner was asked to provide additional information regarding current clinical placements in northern Virginia, as well as, RU Corporate Park, possibilities of future clinical growth in both locales; current tuition and fees, as well as costs, associated with the nursing program and costs that would be associated with possible expansion; and on a broader scale, similar information for all programs at the University. It is expected that this information will be forwarded to the Committee for the February 2015 meeting.

Dr. Katherine Hawkins, Dean of the College of Humanities and Behavioral Sciences, and Dr. Matthew Dunleavy, Interim Director of Academic Affairs, Chairs of the RU Futures Group, provided a report on the activities to date of the RU Futures Group. The report included information on how and why the group was formed and reviewed the two meetings that the Futures Group has held. In addition, Dr. Dunleavy and Dr. Hawkins noted that the Futures Group expects to have specific recommendations for the Committee at its May 2015 meeting.

A copy of the reports from Mr. Pennix, Dr. Grady, Dr. Cox, Dr. Ramsey, Dr. Hawkins and Dr. Dunleavy are attached hereto as **Attachment C** and are made a part hereof.

### **Capital Projects Update**

Mr. Richard Alvarez, Vice President for Finance and Administration and Chief Financial Officer, provided the Capital Projects update and noted that the report is located in the Committee materials. A copy of the report is attached hereto as **Attachment D** and is made a part hereof.

Radford University Board of Visitors  
Joint meeting of the  
Business Affairs & Audit Committee  
And the Academic Affairs Committee  
November 20, 2014  
Minutes

## **ADJOURNMENT**

With no further business to come before the joint meeting, Mr. Marcus, Chair, adjourned the meeting at 5:10 p.m.

Respectfully submitted,

Michele N. Schumacher  
Secretary to the Board of Visitors