



**RADFORD UNIVERSITY BOARD OF VISITORS MEETING
BOARD ROOM
MARTIN HALL – THIRD FLOOR
RADFORD, VIRGINIA
SEPTEMBER 18, 2015**

APPROVED

MINUTES

BOARD MEMBERS PRESENT

Mr. Anthony R. Bedell, Rector
Mr. Christopher Wade, Vice Rector
Ms. Mary Waugh Campbell
Ms. Krisha Chachra
Ms. Callie M. Dalton
Dr. Kevin R. Dye
Ms. Mary Ann Hovis
Dr. Susan Whealler Johnston
Mr. Mark S. Lawrence
Ms. Alethea “A.J.” Robinson
Ms. Ruby W. Rogers
Dr. Javaid Siddiqi
Ms. Georgia Anne Snyder-Falkinham
Dr. Jerry M. Kopf, faculty representative (non-voting, advisory member)
Ms. Hannah Gullickson, student representative (non-voting, advisory member)

BOARD MEMBERS ABSENT

Mr. Randolph “Randy” J. Marcus
Mr. Steve A. Robinson

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 & Chief Communications Officer
Dr. Joseph Scartelli, Interim Provost & Vice President for Academic Affairs
Dr. Mark Shanley, Vice President for Student Affairs
Ms. Melissa Wohlstein, Vice President for University Advancement
Ms. Margaret McManus, University Auditor
Radford University faculty and staff

Mr. Mike F. Melis, Assistant Attorney General, Commonwealth of Virginia
Mr. Allen T. Wilson, 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. Anthony R. Bedell, Rector, formally called the meeting to order at 9:00 a.m. in the Board Room in Martin Hall on the campus of Radford University, Radford, Virginia.

APPROVAL OF AGENDA

Mr. Bedell asked for a motion to approve the September 18, 2015 agenda, as published. Dr. Kevin R. Dye so moved, and Mr. Mark S. Lawrence seconded and the agenda, as published, was unanimously adopted.

APPROVAL OF MINUTES

Mr. Bedell asked for a motion to approve the minutes of the May 8, 2015 meeting of the Board of Visitors, as published. Ms. Alethea "A.J." Robinson so moved and Ms. Ruby W. Rogers seconded the motion, and the May 8, 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>.

Mr. Bedell also asked for a motion to approve the minutes of the July 9-10, 2015 Board Retreat, as published. Ms. Rogers so moved and Mr. Mark S. Lawrence seconded, and the minutes of the July 9-10, 2015 Board Retreat were approved. A copy of the approved minutes can be found at <http://www.radford.edu/content/bov/home/meetings/minutes.html>.

APPROVAL OF SALARY INCREASES APPROVED BY GENERAL ASSEMBLY

Mr. Bedell asked President Penelope W. Kyle to review the base salary compensation increases that were approved during the 2015 Session of the Virginia General Assembly. President Kyle informed the Board that the 2015 Session of the Virginia General Assembly approved and authorized several increases for state employees as follows: a two percent (2%) base salary increase that was effective August 10, 2015; authorized a base salary compensation adjustment of \$65 for each full year of service effective August 10, 2015 for eligible employees as set forth in the legislation; and authorized an additional two percent (2%) base salary effective August 10, 2015, for select eligible employees in high turnover jobs as defined in the legislation. The legislation also authorized universities to reallocate, as resources are available from educational and general program, funds up to an additional 2.5 percent average faculty salary increase for teaching and research faculty consistent with its faculty pay plan. President Kyle continued that in addition to the base salary increases provided by the General Assembly, in accordance with the authorization to provide up to an additional 2.5 percent to teaching and research faculty, the University is able to provide an additional two (2%) percent increase for the teaching and research faculty to be effective November

10, 2015. Mr. Bedell asked for a motion to approve the adjustments to the base salary as authorized and approved by the Virginia General Assembly. Ms. Mary W. Campbell so moved and Ms. Rogers seconded and the resolution was unanimously adopted. A copy of the resolution is attached hereto as *Attachment A* and is made a part hereof.

REPORT FROM THE NON-VOTING FACULTY REPRESENTATIVE TO THE BOARD

Dr. Jerry M. Kopf, non-voting faculty advisory representative, provided a report that included an overview of the Faculty Senate including its purpose, membership, and organization. In addition, the report also reviewed various Faculty Senate committee goals and noted several matters of importance to the faculty. A copy Dr. Kopf's report is attached hereto as *Attachment B* and is made a part hereof.

Mr. Bedell thanked Dr. Kopf for his report.

REPORT FROM THE ADVANCEMENT/ALUMNI RELATIONS & COMMUNICATIONS/MARKETING COMMITTEE

Dr. Kevin R. Dye, Chair of Advancement/Alumni Relations and Communications/Marketing Committee, noted that the Committee met on Thursday, September 17, 2015. Dr. Dye reported that the Committee received a report from Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer, that included an update on the branding and marketing campaign and a review of the University's 2015 spring advertising, an overview of the 2015 fall advertising campaign, including a review of the substantial advertising that has been completed including print, digital and search engine, radio and billboard ads. Dr. Dye also noted that the Committee was also given a report on the progress of implementing and integrating the updated University brand identity on campus, a review of the next steps including integration of the brand throughout campus, and support for University Advancement and Alumni Relations initiatives.

Dr. Dye continued that the Committee also heard a report from Ms. Melissa Wohlstein, Vice President for University Advancement who updated the Committee on fundraising for fiscal year 2014-2015 and noted a total of \$5,119,704 had been raised in gifts and pledges; provided staffing updates in University Advancement; and informed the Committee of upcoming alumni relations regional outreach events and upcoming Alumni/Advancement events.

Dr. Dye also informed the Board that the Committee also heard an oral presentation from Ms. Wendy Lowe, Director of Advancement Services, Ms. Sandra Bond, Director of Alumni Relations Operations, Ms. Ann Brown, Director of Advancement Communication and Mr. Travis Byrd, Application Support Specialist, on Raiser's Edge/NetCommunity software application and how it is used in the advancement and alumni relations areas.

He also informed the Board that the Committee goals for 2015-2016 were approved.

REPORT FROM THE BUSINESS AFFAIRS AND AUDIT COMMITTEE

Dr. Javaid Siddiqi, Chair of the Business Affairs and Audit Committee, informed the Board that the Committee met on Thursday, September 17, 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, who provided a summary of the APA's audit of the University's fiscal year 2014 financial statements, noting that the University received an unmodified opinion with no material weaknesses or instances of noncompliance. He continued that Mr. Reinholtz also briefed the Committee on the upcoming audit of the University's fiscal year 2015 financial statements.

Dr. Siddiqi also reported that the Committee heard an oral report from Ms. Margaret McManus, University Auditor, on the University discretionary fund for the quarter ended June 30, 2015. He noted that 100% of the expenditures were reviewed and all were in compliance with the Board of Visitors guidelines. He stated that Ms. McManus also provided the Committee with a copy of the department's Charter, and reviewed the Office and Audit and Advisory Services audit duties and responsibilities. He continued that Ms. McManus also presented the FY 2015 Activity Report, the FY 2016 Audit Plan, and the Budget and Staffing Summaries for FY 2015 and FY 2016, a balanced scorecard for FY 2015, a follow-up audit status report, and an audit report on Small Purchase Charge Card Point of Sale Transactions.

Dr. Siddiqi stated that Ms. Lisa Ridpath, Associate Vice President for Finance & Administration provided the annual report for write-off of past due accounts for fiscal year 2015; and that a capital project update was provided by Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer. Dr. Siddiqi also informed the Board that Mr. Alvarez also provided a report regarding the various types of alternative tuition models used by institutions of higher education, including flat rate/plateau, per credit hours, guaranteed/fixed rate, and tiered pricing/program specific.

Dr. Siddiqi also reported that the Committee goals for 2015-2016 were approved.

Dr. Siddiqi noted that there were three action items that needed Board approval. The first is the approval of the Radford University 2015-2016 operating budget noting that the Committee received an in-depth briefing on the 2015-2016 Operating Budget from Mr. Alvarez. Dr. Siddiqi moved on behalf of the Committee that the Board adopt the resolution approving the Radford University 2015-2016 Operating Budget; Mr. Lawrence seconded, and the resolution was unanimously adopted. A copy of the Resolution approving Radford University's 2015-2016 Operating Budget is attached hereto as ***Attachment C*** and is made a part hereof.

Dr. Siddiqi stated that the second item is approval of the Radford University 2015 Six-Year Plan, and noted Radford University's Six-Year Plan was updated to reflect existing strategies and new strategies based on institutional priorities and legislative action during the 2015 General Assembly Session. Dr. Siddiqi moved on behalf of the Committee that the Board approve Radford University's 2015 Six-Year Plan as set forth in the resolution; Ms. Campbell seconded, and the

resolution approving the Radford University 2015 Six-Year Plan was unanimously adopted. A copy of the resolution is attached hereto as ***Attachment D*** and is made a part hereof.

Dr. Siddiqi continued that the last action item was the approval of the Radford University's 2016-2022 Six-Year Capital Outlay Plan. He reported that Mr. Alvarez reviewed the projects by biennium and provided a brief description of each. Dr. Siddiqi moved on behalf of the Committee the resolution to adopt the Radford University 2016-2022 Six-Year Capital Outlay Plan; Mr. Christopher Wade seconded, and the resolution to adopt the Radford University 2016-2022 Six-Year Capital Outlay Plan was unanimously adopted. A copy of the resolution is attached hereto as ***Attachment E*** and is made a part hereof.

Mr. Bedell thanked Dr. Siddiqi for his report.

REPORT FROM THE ACADEMIC AFFAIRS COMMITTEE

Ms. Ruby W. Rogers, Vice Chair of the Academic Affairs Committee, stated that the Committee had met on Thursday, September 17, 2015. She noted that the Committee received a report from Dr. Joseph Scartelli, Interim Provost and Vice President for Academic Affairs, which included a list of eight faculty members who were awarded emeriti status, an update on the organizational structure of the Academic Affairs division which is being revised to improve the efficiency and logical reporting lines in all offices, and an update on the search for the Director of Career Services.

Ms. Rogers also informed the Board that the Committee also heard reports from Mr. James Pennix, Dean of Admissions, on new freshman and transfer student enrollment for the 2015 fall semester; and a report from Dr. Jerry Kopf, faculty senate president, that highlighted the faculty senate goals and reviewed faculty compensation.

She stated that Dr. Jeanne Mekolichick provided a brief report on MakersSpace or Innovative Labs (iLabs) which is a faculty-driven initiative emerging out of an interest in deepening cross-disciplinary, problem-based educational experiences that focuses on application of knowledge and fosters independence.

Ms. Rogers noted that the Committee also discussed assessment of academic programs and has requested for the November Board meeting a presentation that includes the process for review of academic programs, program costs and program viability.

She also informed the Board that the Committee goals for 2015-2016 were approved.

Ms. Rogers also stated that there was one action item approval of amendments to two sections of the Teaching & Research Faculty Handbook, specifically Section 1.4.1.4.1: Evaluation Procedures for Tenured and Tenure-track Faculty and Section 1.4.3.1: Faculty Evaluation of College Deans. Ms. Rogers moved that the Board adopt the proposed amendments to the Teaching and Research Faculty Handbook; Dr. Javaid Siddiqi seconded, and the resolution approving the amendments were

unanimously adopted. A copy of the resolution is attached hereto as *Attachment F* and is made a part hereof.

Mr. Bedell thanked Ms. Rogers for her report.

REPORT FROM THE GOVERNANCE, ADMINISTRATION & ATHLETICS COMMITTEE

Ms. Alethea “A.J.” Robinson, Chair of the Governance, Administration & Athletics Committee, informed the Board that the Committee had met on Thursday, September 17, 2015. She reported that Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer, provided highlights of the activities of the Information Technology Division and noted the CRM project is now complete and was both on time and within budget. Ms. Robinson stated that Mr. Kemp also updated the committee on the computer lab strategic direction and explained that the Information Technology Division continues to analyze data from computer lab usage to ensure appropriate software, computers and spaces are being provided to meet the instructional needs of the university community. She also informed the Board that Mr. Kemp reviewed risk management activities at the university and explained that each division/department/committee at the University understands its role and responsibilities and operates to achieve particular objectives and mitigate risk.

Ms. Robinson also reported that Mr. Robert Lineburg, Director of Athletics, provided an update on the Athletic Strategic Plan, noting that it includes a review of six key areas of that plan: the Student-Athlete Experience; Academic Excellence; Culture ; Athletic Excellence; Resource Development; and Branding/Marketing. She also informed the Board that Mr. Lineburg also showed a video that featured Radford University student-athletes sharing their experiences as well as interviews with a few Radford University coaches.

Ms. Robinson also informed the Board that the Committee formally approved the Committee Goals for 2015-2016; and voted to create a Presidential Transition committee that would ensure a smooth and effective transition for the next president of Radford University and to recognize the accomplishments of Penelope W. Kyle, Radford University’s sixth president.

Ms. Robinson indicated that Ms. Brooke Change, Title IX Coordinator, provided an update on the efforts the University has taken to comply with Title IX requirements; those efforts included hiring a Deputy Title IX Coordinator, Geoffrey Gabriel, implementing and rolling out a mandatory on-line training program for all faculty and staff, and a review of RU’s Discrimination, Harassment, Sexual Misconduct & Retaliation Policy to comply with legislation enacted by the 2015 Session of the Virginia General Assembly.

Ms. Robinson stated that there were several action items that need Board approval. The first is the adoption of the amendments to the Radford University Discrimination, Harassment, Sexual Misconduct, and Retaliation Policy. Ms. Robinson moved on behalf of the Committee that the Board approve the amendments to the Radford University Discrimination, Harassment, Sexual

Misconduct, and Retaliation Policy. Mr. Lawrence seconded and the resolution was unanimously adopted. A copy of the resolution is attached hereto as **Attachment G** and is made a part hereof.

Ms. Robinson stated that the second item was the approval of amendments to the Radford University Board of Visitors Bylaws. The amendments (1) adopt language required by the 2015 Session of the Virginia General Assembly concerning removal of board members; (2) amend the Academic Affairs section so that the Board will no longer hear faculty appeals of negative tenure recommendations or negative faculty employment decisions and determine that the President of the University will be the final adjudicator of such appeals; (3) clarify when the Rector's and Vice Rector's terms begin; and (4) clarify the term of the non-voting faculty representative to the Board of Visitors in the circumstances where that individual resigns before the end of the term. Ms. Robinson moved on behalf of the Committee that the Board approve the resolution amending the Radford University Board of Visitors Bylaws. Mr. Lawrence seconded and the resolution was unanimously adopted. A copy of the resolution is attached hereto as **Attachment H** and is made a part hereof.

Ms. Robinson noted that the last action items are the adoption of resolutions honoring the Big South 2014-2015 Female Athlete of the Year, Ms. Teresa Williamson, and the Big South 2014-2015 Male Athlete of the Year, Mr. Stephen Hudgens. Ms. Robinson moved on behalf of the Committee that the Board adopt the resolutions honoring the Big South 2014-2015 Female Athlete of the Year, Ms. Teresa Williamson, and the Big South 2014-2015 Male Athlete of the Year, Mr. Stephen Hudgens. Ms. Hovis seconded, and the resolutions were unanimously adopted. A copy of the resolutions are attached hereto as **Attachment I** and are made a part hereof.

REPORT FROM THE STUDENT AFFAIRS COMMITTEE

Ms. Mary Waugh Campbell, Chair of the Student Affairs Committee, informed the Board that the Committee met on Thursday, September 17, 2015. She noted that the Committee received written reports from Dr. Mark Shanley, Vice President for Student Affairs, and Dr. Irvin Clark, Dean of Students, that included updates on the fall move-in and student affairs division goals. Ms. Campbell stated that Dr. Shanley also made a presentation on the updated Student Affairs division's vision, mission and goals.

Ms. Campbell also reported that Mr. Colby Bender, Student Government Association (SGA) President, provided a report on the SGA's strategic priorities for the 2015-2016 academic year.

Ms. Campbell also informed the Board that the Committee formally approved the Committee Goals for 2015-2016.

Ms. Campbell stated that there was one action item that needed Board approval, the adoption of the University's revised Threat Management Policy to bring the policy into compliance with recent legislation enacted by the 2015 Session of the Virginia General Assembly. Ms. Campbell moved on behalf of the Committee that the Board adopt the revised threat management policy. Mr. Wade seconded and the resolution was unanimously adopted. A copy of the resolution is attached hereto as **Attachment J** and is made a part hereof.

Mr. Bedell thanked Ms. Campbell for her report.

REPORT ON THE RADFORD UNIVERSITY FOUNDATION

Ms. Callie M. Dalton, Board liaison to the Radford University Foundation (Foundation), reviewed the membership of the Foundation, and noted there were 18 board members, 11 of whom were alumni. She informed the Board that the Radford University Real Estate Foundation will be dissolved and replaced by the Radford University Real Estate Management LLC. Ms. Dalton also reported that the total assets of the Foundation as of June 30, 2015 were \$79.2 million, noting that investments with Spider Management Group in Richmond total \$49.7 million.

Mr. Bedell thanked Ms. Dalton for her report.

PRESIDENT'S REPORT

President Penelope W. Kyle noted that her report was distributed in the Board materials in advance of the Board meeting. A copy of President Kyle's report is attached hereto as *Attachment K* and is made a part hereof.

President Kyle also presented a video of the spring semester Radford Amazonian Research Expedition (RARE) to the Las Piedras Biodiversity Station in the Peruvian Amazonian rainforest and introduced Radford University faculty members Jason Davis, assistant professor of Biology, and Joy Caughron, assistant professor of Biology, who led the expedition. She noted that RARE provided Radford University undergraduate students with a unique opportunity to conduct original biological research.

Mr. Bedell thanked Dr. Jason Davis and Dr. Joy Caughron for their leadership of the student expedition.

President Kyle informed the Board that the Virginia Summit on Higher Education and Economic Competitiveness is scheduled for the morning of November 12, 2015 in Richmond, Virginia. She continued that it is anticipated that one of the discussions will be the new program entitled "GO Virginia: Growth and Opportunity in Each Region". President Kyle noted that this summit is scheduled for the same day as the November Board Meeting, which is to be held in Radford, and she suggested that the Board might want to move its November meeting to Richmond so Board members could attend the Virginia Summit on Higher Education and Economic Competitiveness. She also reminded the Board that the SCHEV new board member orientation will be held on October 20-21, 2015.

President Kyle and Rector Bedell reviewed the proposed meeting dates through December 2016. After discussion it was decided that the November 2015 Board meeting will be held in Richmond and that the 2016 calendar year meeting dates would be as follows:

February 1-2, 2016 in Radford, Virginia

May 5-6, 2016 in Radford, Virginia

May 7, 2016 Commencement

TBD Board Retreat

September 15-16, 2016 in Radford, VA

November 10-11, 2016 in Radford, VA

December 17, 2016 Commencement.

Mr. Bedell thanked President Kyle for her report.

WEBSITE REDESIGN PRESENTATION

Mr. Kemp and Mr. Carpenter gave a demonstration of the newly designed Radford University website which incorporates the new University brand.

Mr. Bedell thanked Mr. Kemp and Mr. Carpenter for the demonstration.

OTHER BUSINESS

Mr. Bedell presented the resolutions honoring former Board members Mr. Matthew B. Crisp, class of 2004, and Mr. Michael A. Wray. He stated that Radford University was privileged over the last few years to have had Messrs. Crisp and Wray as members of the Board of Visitors. Dr. Javid Siddiqi made the motion to approve the resolutions, and Ms. Snyder-Falkinham seconded and the resolutions were unanimously adopted. Copies of the resolutions are attached hereto as *Attachment L* and are made a part hereof.

CLOSED SESSION

Mr. Bedell called for the Board to go into Closed Session and asked Mr. Wade to make the motion. Mr. Wade moved, pursuant to Sections 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 Sections 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 continue the contract of Performance Management Group. Ms. Campbell seconded the motion, and the motion was unanimously adopted. Mr. Bedell asked Mr. Mike F. Melis, Assistant Attorney General, Commonwealth of Virginia, and Mr. Allen Wilson, Assistant Attorney General, Commonwealth of Virginia to attend the closed session. President Kyle and all other faculty, staff and guests left the meeting at this time.

RECONVENED SESSION

Following the closed session, the public was invited to return to the meeting. Mr. Bedell, Rector, called the meeting to order. Mr. Bedell, Rector, asked Mr. Wade to make the motion to return to open session. Mr. Wade 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.

Ms. Mary Ann Hovis seconded, and a roll-call vote was taken:

Vote: yes	Mr. Anthony R. Bedell	yes	Dr. Susan Whealler Johnston
yes	Mr. Christopher Wade	yes	Mr. Mark S. Lawrence
yes	Ms. Mary W. Campbell	yes	Ms. Alethea “A.J.” Robinson
yes	Ms. Krisha Chachra	yes	Ms. Ruby W. Rogers
yes	Ms. Callie M. Dalton	yes	Dr. Javaid Siddiqi
yes	Dr. Kevin R. Dye	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Ms. Mary Ann Hovis		

All members responding affirmatively, the motion was adopted.

ADJOURNMENT

With no further business to come before the Board, Mr. Anthony R. Bedell, Rector, adjourned the meeting at 11:18 a.m.

Respectfully submitted,

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