



RADFORD UNIVERSITY
BOARD OF VISITORS
RETREAT
The Mason Inn
George Mason University
4352 Mason Pond Drive
Fairfax, Virginia
July 17, 2013 and July 18, 2013

APPROVED

MINUTES
JULY 17, 2013

MEMBERS PRESENT*:

Ms. Linda K. Whitley-Taylor, Rector
Mr. Milton C. Johns, Vice Rector
Ms. Nancy E. Artis
Mr. Anthony R. Bedell
Ms. Mary Waugh Campbell
Mr. Stephan Q. Cassaday (joined the meeting at 1:45 p.m. and left the meeting at 5:45 p.m.)
Mr. Matthew B. Crisp
Ms. Sandra C. Davis
Dr. Kevin R. Dye
Ms. Ruby W. Rogers
Ms. Georgia Anne Snyder-Falkinham
Mr. Michael A. Wray
Dr. Laura J. Jacobsen, faculty representative (non-voting, advisory member)
Ms. Katrina Koussis, student representative (non-voting, advisory member)

MEMBERS ABSENT*:

The Honorable J. Brandon Bell
Mr. Darius A. Johnson
Ms. Wendy Tepper

*Ms. Nancy E. Artis, the Honorable J. Brandon Bell, and Mr. Darius A. Johnson, whose terms on the Radford University Board of Visitors were to have expired on June 30, 2013, are still

listed as and are considered members of the Board at the retreat on July 17 – 18, 2013, as the Governor had not yet reappointed them or named their successors.

OTHERS PRESENT:

President Penelope W. Kyle

Dr. Deborah Robinson, Vice President for University Advancement (*left the meeting at 7:00 p.m.*)

Dr. James Burke, Performance Management Group

Ms. Linda Pierce, Performance Management Group

Ms. Tracy Savage, Marts and Lundy (*left the meeting at 5:10 p.m.*)

Ms. Penelope Scarpucci, Marts and Lundy (*left the meeting at 5:10 p.m.*)

Ms. Stephanie Hamlett, Senior Assistant Attorney General, Commonwealth of Virginia

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

Mr. Travis Alley, Radford University Technology Support Engineer

CALL TO ORDER

Ms. Linda K. Whitley-Taylor, Rector of the Board, called the meeting to order at 1:00 p.m. in Meeting Room 1 of The Mason Inn at George Mason University in Fairfax, Virginia.

APPROVAL OF AGENDA

Ms. Whitley-Taylor asked for a motion to approve the agenda as published. After motion duly made by Ms. Ruby W. Rogers and seconded by Mr. Milton C. Johns, the Agenda was unanimously approved.

APPROVAL OF MINUTES

Ms. Whitley-Taylor asked for a motion to approve the minutes of the May 9, 2013 and May 10, 2013, Board of Visitors meetings, as distributed. Ms. Mary W. Campbell made the motion and Mr. Michael A. Wray seconded, the minutes were unanimously approved. A copy of the minutes are attached hereto as ***Attachment A*** and ***Attachment B*** and are made a part hereof.

CALL FOR NOMINATIONS

Ms. Nancy E. Artis, Chair of the Governance and Administration Committee, pursuant to the Bylaws issued a call for solicitation of nominees for the positions of Rector and Vice Rector of the Radford University Board of Visitors. Ms. Artis stated that the nominations must be submitted to her by July 31, 2013, and that the election of officers will occur at the September 2013 Board of Visitors Meeting.

CLOSED SESSION

Ms. Georgia Anne Snyder-Falkinham 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 relating to the performance

evaluation, compensation, resignation and/or appointment of specific university employees and the performance or evaluation of specific Departments of Radford University which will necessitate the discussion, evaluation and performance of specific individuals, and Section 2.2-3711(A)(8) for the discussion of gifts, bequests and fund raising activities of the University. Ms. Nancy E. Artis seconded the motion. The motion was unanimously approved. The Rector specifically asked Dr. James Burke, Ms. Linda Pierce and President Kyle to attend the Closed Session. The non-voting advisory Board members, staff and guests left the meeting at this point. President Kyle left the closed session at 4:05 p.m.

RECONVENED SESSION

Following the Closed Session, the public was invited to return to the meeting. Rector Whitley-Taylor called the meeting to order and asked Ms. Snyder-Falkinham to make the motion to return to open session. Ms. Snyder-Falkinham made the following motion:

Certification of Executive Meeting

WHEREAS, the Radford University Board of Visitors has convened an executive meeting 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 executive 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.

A roll call vote was taken:

Vote: yes	Ms. Linda K. Whitley-Taylor	yes	Mr. Matthew B. Crisp
yes	Mr. Milton C. Johns	yes	Ms. Sandra C. Davis
yes	Ms. Nancy E. Artis	yes	Dr. Kevin R. Dye
yes	Mr. Anthony R. Bedell	yes	Ms. Ruby W. Rogers
yes	Ms. Mary W. Campbell	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Mr. Stephan Q. Cassaday	yes	Mr. Michael A. Wray

REPORT FROM MARTS & LUNDY, ADVANCEMENT CONSULTANTS

Ms. Tracy Savage and Ms. Penelope Scarpucci, representatives from Marts & Lundy, advancement consultants, provided an assessment of the Radford University Advancement and Alumni Relations Department and its activities. Their report was based on their visits to Radford University, interviews of employees in the Advancement and Alumni Relations Department, and a careful review and analysis of the reports furnished to them by Dr. Robinson, the Vice

President of the Advancement and Alumni Relations Department, and members of her staff. They noted that the scope of their report included a comparison of Radford University to identified peer institutions for overall giving in 2011-2012, the particular issues faced by Radford University, and their recommendations to address the issues raised. The Board then discussed with the consultants how to best address the challenges and costs associated with doing so.

Ms. Whitley-Taylor thanked Ms. Savage and Ms. Scarpucci for their report.

The Board took a brief recess at 5:10 p.m. and reconvened at 5:15 p.m..

CLOSED SESSION

Ms. Sandra C. Davis 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 relating to the performance evaluation, compensation, resignation and/or appointment of specific university employees and evaluation and performance of Departments of Radford University which will necessitate the discussion, evaluation and performance of specific employees. Mr. Stephan Q. Cassaday seconded the motion. The motion was unanimously approved. The Rector specifically asked Dr. James Burke and Ms. Linda Pierce to attend the closed session. President Kyle, the non-voting advisory Board members, staff and guests left the meeting at this point.

RECONVENED SESSION

Following the closed session, the public was invited to return to the meeting. Rector Whitley-Taylor called the meeting to order and asked Ms. Sandra C. Davis to make the motion to return to open session. Ms. Davis made the following motion:

Certification of Executive Meeting

WHEREAS, the Radford University Board of Visitors has convened an executive meeting 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 executive 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.

A roll call vote was taken:

Vote: yes	Ms. Linda K. Whitley-Taylor	yes	Mr. Matthew B. Crisp
yes	Mr. Milton C. Johns	yes	Ms. Sandra C. Davis
yes	Ms. Nancy E. Artis	yes	Dr. Kevin R. Dye
yes	Mr. Anthony R. Bedell	yes	Ms. Ruby W. Rogers
yes	Ms. Mary W. Campbell	yes	Ms. Georgia Anne Snyder-Falkinham
		yes	Mr. Michael A. Wray

Mr. Cassaday left the meeting at the end of the closed session before the vote was taken.

Ms. Whitley-Taylor, Rector, recessed the meeting for dinner at 6:00 p.m. and reconvened the meeting at 6:40 p.m.

PRESENTATION BY PERFORMANCE MANAGEMENT GROUP

Dr. James Burke and Ms. Linda Pierce from Performance Management Group lead a “visioning” discussion with the members of the Board of Visitors, specifically focusing on “Why Radford? A Vision from the Board”.

ADJOURNMENT

With no further business to come before the Board, Ms. Whitley-Taylor, Rector, adjourned the meeting at 8:50 p.m. to reconvene at 9:00 a.m. July 18, 2013.

JULY 18, 2013

MEMBERS PRESENT:

Ms. Linda K. Whitley-Taylor, Rector
 Mr. Milton C. Johns, Vice Rector
 Ms. Nancy E. Artis
 Ms. Mary Waugh Campbell
 Mr. Stephan Q. Cassaday (joined the meeting at 9:15 a.m.)
 Mr. Matthew B. Crisp
 Ms. Sandra C. Davis
 Dr. Kevin R. Dye
 Ms. Ruby W. Rogers
 Ms. Georgia Anne Snyder-Falkinham
 Mr. Michael A. Wray
 Dr. Laura J. Jacobsen, faculty representative (non-voting, advisory member)
 Ms. Katrina Koussis, student representative (non-voting, advisory member)

MEMBERS ABSENT:

Mr. Anthony R. Bedell
 The Honorable J. Brandon Bell
 Mr. Darius A. Johnson
 Ms. Wendy Tepper

OTHERS PRESENT:

President Penelope W. Kyle
Dr. James Burke, Performance Management Group
Ms. Linda Pierce, Performance Management Group
Ms. Stephanie Hamlett, Senior Assistant Attorney General, Commonwealth of Virginia
Ms. Michele N. Schumacher, Secretary to Board of Visitors
Mr. Travis Alley, Radford University Technology Support Engineer

CALL TO ORDER

Ms. Linda K. Whitley-Taylor, Rector of the Board, reconvened the meeting at 9:00 a.m. in Meeting Room 1 of The Mason Inn in Fairfax, Virginia.

APPROVAL OF AGENDA

Ms. Whitley-Taylor asked for a motion to approve the agenda for July 18, 2013, as published. After motion duly made by Ms. Sandra C. Davis and seconded by Mr. Michael A. Wray, the Agenda was unanimously approved.

CLOSED SESSION

Ms. Nancy E. Artis 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 relating to the performance evaluation, compensation, resignation and/or appointment of specific university employees and evaluation and performance of Departments of Radford University which will necessitate the discussion, evaluation and performance of specific employees. Ms. Mary W. Campbell seconded the motion. The motion was unanimously approved. The Rector specifically asked President Penelope W. Kyle, Dr. James Burke and Ms. Linda Pierce to attend the closed session. The non-voting advisory Board members, staff and guests left the meeting at this point. President Kyle left the closed session at 10:50 a.m.

RECONVENED SESSION

Following the closed session, the public was invited to return to the meeting. Rector Whitley-Taylor called the meeting to order and asked Ms. Artis to make the motion to return to open session. Ms. Artis made the following motion:

Certification of Executive Meeting

WHEREAS, the Radford University Board of Visitors has convened an executive meeting 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 executive 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.

A roll call vote was taken:

Vote: yes	Ms. Linda K. Whitley-Taylor	yes	Mr. Matthew B. Crisp
yes	Mr. Milton C. Johns	yes	Ms. Sandra C. Davis
yes	Ms. Nancy E. Artis	yes	Dr. Kevin R. Dye
yes	Ms. Mary W. Campbell	yes	Ms. Ruby W. Rogers
yes	Mr. Stephan Q. Cassaday	yes	Ms. Georgia Anne Snyder-Falkinham
		yes	Mr. Michael A. Wray

PRESENTATION BY PERFORMANCE MANAGEMENT GROUP

Dr. James Burke and Ms. Linda Pierce from Performance Management Group continued their visioning presentation focusing on "Why Radford? A Vision from the Board", by presenting two branding-type promotional videos, which described the mission and vision of two entities and how the entities were currently operating consistent with their respective missions and visions. The Board then continued their discussions on "Why Radford?", and what Radford University has to offer its students. The Board then discussed ways Radford University can get its message out to the public to become more visible to those who do not know about the University.

ACTION ITEMS

APPROVAL OF AMENDMENTS TO BYLAWS

Ms. Nancy E. Artis, Chair of the Governance & Administration Committee of the Board of Visitors, reminded the members of the Board that the Bylaws of the Board of Visitors of Radford University needed to be amended to comply with the legislation passed by the 2013 Virginia General Assembly and signed into law by Governor McDonnell. She referred the Board to the redlined version of the amended Bylaws which were previously circulated to the Board and made public more than 30 days prior to this meeting, noting that a majority of the changes are required by the legislation passed by the General Assembly, and the remaining changes were proposed by the Governance & Administration Committee and members of the Board. Ms. Whitley-Taylor, Rector, asked if there were any questions or additional changes that were required. Ms. Artis stated there was one additional change to Article I, Section 6, subsection B. Standing Committees, the word "before" should be changed to "after" in the first sentence so that the amended sentence reads as follows:

Each standing committee is comprised of the Rector and Vice Rector plus not fewer than three additional Board members appointed by the Rector during or after the annual meeting.

Ms. Georgia Anne Snyder-Falkinham moved that the proposed revised Bylaws, which were distributed to each Board member and the public more than 30 days in advance of the meeting, and as further amended at this meeting, be adopted as the official Bylaws of the Board, effective July 18, 2013. Ms. Mary W. Campbell seconded the motion, and after discussion, the motion passed unanimously. A copy of the revised Bylaws are attached hereto as *Attachment C*.

Ms. Whitley-Taylor thanked Ms. Artis for the work that she and the Committee had done in connection with the Bylaw revisions.

CLOSED SESSION

Ms. Nancy E. Artis 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 relating to the performance evaluation, compensation, resignation and/or appointment of specific university employees and evaluation and performance of Departments of Radford University which will necessitate the discussion, evaluation and performance of specific employees. Mr. Milton C. Johns, Vice Rector seconded the motion. The motion was unanimously approved. The Rector specifically asked, Dr. James Burke and Ms. Linda Pierce to attend the closed session. President Penelope W. Kyle, the non-voting advisory Board members, staff and guests left the meeting at this point. President Kyle rejoined the closed session at 3:50 p.m.

RECONVENED SESSION

Following the closed session, the public was invited to return to the meeting. Rector Whitley-Taylor called the meeting to order and asked Ms. Artis to make the motion to return to open session. Ms. Artis made the following motion:

Certification of Executive Meeting

WHEREAS, the Radford University Board of Visitors has convened an executive meeting 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 executive 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.

A roll call vote was taken:

Vote: yes	Ms. Linda K. Whitley-Taylor	yes	Mr. Matthew B. Crisp
yes	Mr. Milton C. Johns	yes	Ms. Sandra C. Davis
yes	Ms. Nancy E. Artis	yes	Dr. Kevin R. Dye
yes	Ms. Mary W. Campbell	yes	Ms. Ruby W. Rogers
yes	Mr. Stephan Q. Cassaday	yes	Ms. Georgia Anne Snyder-Falkinham
		yes	Mr. Michael A. Wray

ADJOURNMENT

The Rector announced the next regularly scheduled meeting of the Board of Visitors would be held on September 12-13, 2013. With no further business to come before the Board, the Rector adjourned the meeting at 4:15 p.m.

Respectfully submitted,

Michele Nieroda Schumacher
Secretary to the Board of Visitors