

Radford University
Board of Visitors
Business Affairs Committee
Minutes

APPROVED

**RADFORD UNIVERSITY
BOARD OF VISITORS
Business Affairs Committee**

April 23, 2008

MINUTES

Board Members Present:

Mr. Mark Pace, Business Affairs Committee Chair
Ms. Mary Ann Hovis
Mr. Thomas Fraim
Ms. Nancy Artis
Mr. Bob Blake
Mr. R. J. Kirk
Mr. Matt Shelor, Student Representative
Dr. James Lollar, Faculty Representative

Others Present:

Ms. Penelope W. Kyle, President
Dr. Wil Stanton, Provost and Vice President for Academic Affairs
Ms. Donna VanCleave, Vice President for Finance and Administration
Mr. Danny Kemp, Vice President for Information Technology
Mr. John Hachtel, Vice President for Communications
Dr. Norleen Pomerantz, Vice President for Student Affairs
Ms. Cathy Greenberg, Interim Vice President for University Advancement
Ms. Margaret McManus, University Auditor
Ms. Lisa Ridpath, Budget and Financial Manager
Faculty, staff, guests and media

Call to Order:

Mr. Mark Pace, Business Affairs Committee Chair, called the meeting to order at 10:35 a.m.

The minutes of the April 4, 2008, Business Affairs Committee meeting were approved.

Mr. Joe Stepp, Ms. Helen Vanderland, and Mr. Jim Quesenberry, Auditor of Public Accounts (APA) auditors, presented two reports - Intercollegiate Athletics "Agreed Upon Procedures" and RU's 2007 Financial Audit report. RU received an unqualified opinion with no material weaknesses. Mr. Stepp detailed three internal control and compliance findings and recommendations (1) strengthen controls for reporting of capital assets (2) perform a review of existing operations in the Athletic Department (3) properly complete employment eligibility forms (I-9).

Ms. Donna VanCleave stated that the university is implementing controls in each of these areas to assure compliance.

Dr. Wil Stanton requested the committee approve another administration of Radford University's (RU) Workforce Transition Option (WTO). Dr. Stanton explained that the Board of Visitors authorized the WTO in November 2002 allowing severance benefits and enhanced retirement benefits to tenured faculty who elect to participate. To be eligible a tenured faculty member must be at least 50 years of age and have a minimum of 20 years of service by December 31, 2008. The effective separation date would be January 1, 2009 unless a later date was found to be more advantageous to the university. The WTO would create salary savings and opportunities for position reallocations to areas where program growth demands additional faculty. Mr. R. J. Kirk suggested the business plan be amended to include tenured faculty members who are at least 50 years of age and have a minimum of 15 years of service by December 31, 2008. Ms. Mary Ann Hovis suggested the business plan be amended to reflect that if the current separation date creates an untenable situation for an academic department the Provost may deny the application or establish an alternate retirement date. On a motion by Mr. Kirk and second by Ms. Hovis an administration of the RU-WTO for tenured faculty members who meet the eligibility requirements following guidelines and procedures delineated in the 2007-08 WTO Business Plan was approved.

Ms. VanCleave explained that in 2004 two renovation projects for the Dedmon Center were approved in the state budget at a cost of \$6.7 million. The decision at that time was to replace the air-supported roof with a similar roof. Since then it has been determined the roof can be replaced with a structure-supported roof system. In addition construction prices have risen considerably and the project cost for roof replacement and installation of an air condition system is now \$15.78 million. On a motion by Mr. Thomas Fraim, second by Mr. Kirk, it was approved to authorize the infusion of \$9,084,617 of additional funding from University auxiliary cash balances for the Dedmon Center Renovation Project to support the appropriation and fund the current scope of the project.

Ms. VanCleave presented a recommendation for Tuition and Fees for the 2008-09 academic year. Comparisons/rankings of RU with other Virginia public higher education institutions and peer group institutions were presented. The 2008 Appropriation Act includes funding for a Higher Education Tuition Moderation Incentive Fund similar to the program approved in 2007. Institutions of higher education will be granted additional state funding in fiscal years 2009 and 2010 if they limit the increase in tuition and mandatory E&G fees for in-state

undergraduate students to not more than three percent in a fiscal year. The institutions may also raise tuition by an additional percent if the revenue from that increase is used for financial aid for in-state students. A one percent increase in tuition would generate almost \$250,000 for student aid. A four percent tuition increase in 2008-09 for in-state undergraduate students would allow RU to collect an additional \$500,000 in state funding from the Incentive Fund.

On a motion by Mr. Kirk, second by Ms. Hovis the Committee agreed to bring the following recommendation for tuition and fees for 2008-09 to the full Board of Visitors for their approval:

	Current	Proposed	\$	%
<u>In-State Undergraduate</u>	<u>2007-08</u>	<u>2008-09</u>	<u>Increase</u>	<u>Increase</u>
Tuition	\$ 4,026	\$ 4,187	\$ 161	4.0%
Comprehensive fee	<u>2,150</u>	<u>2,349</u>	<u>199</u>	9.3%
Required Tuition and Fees	\$ 6,176	\$ 6,536	\$ 360	5.8%
Room/board	<u>6,490</u>	<u>6,716</u>	<u>226</u>	3.5%
Total	\$12,666	\$13,252	\$586	4.6%
<u>Out-of-State Undergraduate</u>				
Tuition	\$12,360	\$13,201	\$ 841	6.8%
Comprehensive fee	<u>2,150</u>	<u>2,349</u>	<u>199</u>	9.3%
Required Tuition and Fees	\$14,510	\$15,550	\$1,040	7.2%
Room/board	<u>6,490</u>	<u>6,716</u>	<u>226</u>	3.5%
Total	\$21,000	\$22,266	\$1,266	6.0%
<u>In-State Graduate</u>				
Tuition	\$ 4,536	\$ 4,845	\$ 309	6.8%
Comprehensive fee	<u>2,150</u>	<u>2,349</u>	<u>199</u>	9.3%
Total	\$ 6,686	\$ 7,194	\$ 508	7.6%
<u>Out-of-State Graduate</u>				
Tuition	\$10,316	\$11,483	\$1,167	11.3%
Comprehensive fee	<u>2,150</u>	<u>2,349</u>	<u>199</u>	9.3%
Total	\$12,466	\$13,832	\$1,366	11.0%

President Kyle suggested that over the next year a group, including Board members, be established to discuss tuition issues and options for RU.

Mr. Kirk commended Ms. VanCleave and her staff for their presentation.

Mr. Danny Kemp presented an update on the University Information System Project. The Project is on schedule and within budget.

Adjournment

The meeting adjourned at 12:30 p.m.

Hilda Dickerson, Administrative Assistant

Respectfully submitted,
Kathy Thompson, Secretary
Radford University Board of Visitors