

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

November 1, 2007

MINUTES

Committee Members Present:

Mr. Mark Pace, Business Affairs Committee Chair
Ms. Mary Ann Hovis

Committee Members Absent:

Ms. Karen Waldron

Mr. Mark Pace, Business Affairs Committee Chair, called the meeting to order at 2:00 p.m.

Upon a motion by Ms. Mary Ann Hovis the minutes of the October 19, 2007, Business Affairs Committee meeting were approved.

Mr. Danny Kemp, Vice President for Information Technology, presented a project update on the University Information System. The project is currently on schedule.

Donna VanCleave, Vice President for Finance and Administration, stated that the Policy on University-Related Foundations adopted by the Board of Visitors on May 24, 2007, requires University-related foundations to adopt guidelines governing fund raising activities that conform to the objectives stated in the policy. She presented a proposed Gift Acceptance Policy that would provide guidance from the Board of Visitors regarding solicitation and receipt of gifts by the University Advancement Office and university-related foundations staffed by university employees.

Mr. Pace made a motion, which was seconded by Ms. Hovis and passed to present the Gift Acceptance Policy to the Board of Visitors for approval. If members of the Board feel they have not had sufficient time to review the document, it would be tabled until the January 2008 meeting.

Ms. VanCleave led a discussion on the Public Private Educational Facilities Act (PPEA) which was adopted by the General Assembly in 2002. Before a public entity, as Radford University, can participate in the PPEA they must adopt guidelines. The model

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guidelines are currently being revised by the Department of General Services (DGS). Ms. VanCleave presented draft guidelines for Radford University for the Committee's review. These guidelines will be adjusted based on DGS's revisions and presented to the Board for their approval in January 2008.

The meeting was adjourned at 2:20 p.m.

Hilda Dickerson, Recorder

Respectfully submitted,
Carlene Alvis, Secretary
Radford University Board of Visitors