

Radford University Board of Visitors  
Governance & Administration Committee  
February 4, 2009  
Minutes

RADFORD UNIVERSITY  
BOARD OF VISITORS  
GOVERNANCE AND ADMINISTRATION COMMITTEE  
FEBRUARY 4, 2009

MINUTES

DRAFT

Committee Members Present:

Ms. Nancy Agee, Committee Chair  
Mrs. Mary Ann Hovis  
Mr. Walter Rugaber

Board Members Present:

Mr. Thomas Fraim, Rector  
Ms. Nancy Artis, Vice Rector  
The Honorable J. Brandon Bell  
The Honorable C. Nelson Harris  
Mr. Darius Johnson  
Mr. Stephen A. Musselwhite  
Dr. Cora Salzberg  
Mr. Ronald Wesley  
Dr. R. Wayne Saubert (non-voting, advisory faculty representative)

Members absent:

Mr. Randal J. Kirk  
Mr. Mark R. Pace  
Ms. Juliann Abercrombie (non-voting advisory student representative)

Others Present:

Ms. Penelope W. Kyle, President  
Dr. Wil Stanton, Provost  
Ms. Allison Landry, Assistant Attorney General  
Ms. Evelyn Wilson, Associate Vice President for Finance & Administration  
Ms. Lisa Ridpath, Budget Director  
Mr. Michael Hemphill, University Relations  
Mr. Tim Thornton, Roanoke Times

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### CALL TO ORDER

Ms. Nancy Agee, Committee Chair, called the meeting to order at 11:04 a.m., Wednesday, February 4, 2009, in One James Center, McGuire Woods Board Room, Richmond, VA.

### MEMBERSHIP AND FUNCTION OF COMMITTEE

Ms. Nancy Agee, Committee Chair, reminded those present of the duties and membership of the Governance and Administration Committee as established and approved at the Board of Visitors Meeting on November 13, 2008.

### APPROVAL OF MEETING AGENDA

Mrs. Mary Ann Hovis made a motion to approve the agenda for the February 4, 2009, committee meeting. Mr. Walter Rugaber seconded the motion, and the motion carried unanimously.

### FUNDRAISING ACTIVITIES

Ms. Cathy Greenberg, Vice President for University Advancement gave a brief overview of the 2008-09 fund-raising efforts. Ms. Greenberg explained that the fiscal year runs from July 1, 2008 to June 30, 2009. A total of \$2.06 million in contributions was raised for fiscal year 2007-08. A goal of \$2.29 million was set for the current fiscal year and through December 2008, \$1.069 million has been raised toward that goal. Ms. Greenberg informed the committee that the current fiscal year contributions were raised with a staff of two fundraisers compared to five fundraisers the previous year. Ms. Greenberg announced that three new fundraisers have recently been hired. Ms. Greenberg told the committee that Radford University had expanded the Reunion recognition this year to four classes in addition to the fifty-year reunion class. The classes are 50, 35, 30, 25, and 10-year reunions. Another activity instituted this year is the Senior Class Gift, where volunteers will solicit their classmates to give \$20.10.

### GOVERNMENTAL RELATIONS

President Kyle reported that she and Ms. Evelyn Wilson and Ms. Lisa Ridpath had been working with the legislature during this legislative session.

### PERSONNEL MATTERS

President Kyle explained that the committee is to advise and consult on personnel matters related to all non-instructional faculty employed by Radford University. President Kyle reported that she is working closely with Ms. Joey

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Sword, Executive Director of Human Resources to develop a personnel report for the committee. The President and Ms. Sword will keep the committee advised on personnel issues that may come up. This year an outside consulting firm came in and conducted a salary equity study to look at market rate for our classified staff positions. The report showed that a small group of positions was under the mean used in the study and the firm felt those positions should be addressed. President Kyle reported that money had been allocated to begin to address those issues.

### ADJOURNMENT

With no further business to come before the Board, the Rector adjourned the meeting at 11:51 a.m.

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