

**RADFORD UNIVERSITY BOARD OF VISITORS
Radford, Virginia**

May 7, 2004

MINUTES

Members present:

Mr. Jay S. Poole, Rector
Mr. Stephan Q. Cassaday, Vice Rector
Ms. Nancy H. Agee
Mrs. Elizabeth B. Davis
Mrs. Mary Ann Hovis
Mr. Randal J. Kirk
Mr. R. Scott LaRose
Dr. Cora S. Salzberg
Mrs. Barbara D. Turk
Mr. Matt Crisp (non-voting, advisory student representative)
Dr. Doug Woolley (non-voting, advisory faculty representative)

Members absent:

Mr. Joseph E. Freeman, III
Mr. Anthony U. Moore

CALL TO ORDER

Mr. Jay S. Poole, Rector of the Board, called the meeting to order at 1:00 p.m., Friday, May 7, 2004 in the Martin Hall Board Room.

APPROVAL OF AGENDA

Mrs. Agee made the motion that the agenda be approved. Seconded by Dr. Salzberg, the motion carried.

APPROVAL OF MINUTES

Mr. Cassaday made the motion that the minutes for the February 13, 2004 and April 14, 2004 meetings of the Board of Visitors be approved as distributed. Seconded by Dr. Salzberg, the motion carried.

PRESIDENT'S QUARTERLY REPORT

Dr. Covington presented the President's Quarterly Report for February-May 2004.

EXECUTIVE RECOMMENDATIONS

1. Salary Equity Adjustments for Administrative and Professional Staff

Mr. Kirk made the motion that the salary equity adjustments for administrative and professional staff, effective May 10, 2004, be approved. Seconded by Mr. Cassaday, the motion carried.

2. Non-Voting Advisory Faculty Member to the Board of Visitors

Action taken after Executive Session.

3. Non-Voting Advisory Student Member to the Board of Visitors

Mrs. Hovis made the motion that the following slate of student representatives for non-voting, advisory membership on the Board of Visitors and Standing Committees of the Board of Visitors be approved. Seconded by Mrs. Turk, the motion carried.

Kenda DeLeon - Non-Voting, Advisory Student Representative to the Board
President of SGA

Rachel Lythgoe - Academic Affairs Committee
Position Pending

Shannon Joyce - Business Affairs Committee
SGA Legislative Vice President

Ashley Mezyk - Student Affairs Committee
Executive Vice President

Stephanie Harmon - University Advancement Committee
SGA Vice President of Student Finance

Andrew Kirby - Planning and Research Committee
SGA Senator, College of Arts and Sciences

4. Appointment of Assistant to the President/Affirmative Action Officer

Mrs. Hovis made a motion that the appointment of Ms. Danielle S. Reid as Assistant to the President/Affirmative Action Officer, effective March 25, 2004, be approved. Seconded by Mrs. Davis, the motion carried.

5. Vision Statement

The Board discussed the proposed Vision Statement as presented on page 5 of the Report to the Board of Visitors. After a lengthy discussion, it was determined that further discussion and review of the statement would be required. Mr. Kirk made a motion that the recommendation to approve the proposed Vision Statement be tabled. Seconded by Dr. Salzberg, the motion carried.

6. Resolutions

A. Mr. Cassaday made a motion that the following Resolution in Appreciation for Jay S. Poole be approved. Seconded by Mrs. Hovis, the motion carried.

Resolution in Appreciation

- Whereas,** Jay S. Poole has served Radford University and the Commonwealth of Virginia with distinction as a member of the University Board of Visitors from July 1, 1996 to June 30, 2004; and
- Whereas,** Mr. Poole has devoted his time, talent and resources to the Board of Visitors at Radford University, providing exemplary leadership to the Board as a member of the University Advancement and Executive Committees, drawing on his business acumen to provide astute leadership as Chairman of the Business Affairs Committee (1997-1999), and bringing timely and superior competence, diligence and dedication to the important office of Rector of the Radford University Board of Visitors; and
- Whereas,** Mr. Poole was instrumental in negotiating significant grants from the Philip Morris Company for the College of Visual and Performing Arts at Radford University, thereby offering practical experiences for the College's performing arts students and directly contributing to the intellectual and artistic growth of its talented students, and reinforcing efforts to address many of the University's Strategic Plan Priorities; and
- Whereas,** he has generously sponsored governmental relations programs and professional development activities for Radford University students and professional staff, oftentimes commuting from his offices in New York City and Washington, D.C. to host these events held in Richmond, Virginia; and
- Whereas,** Mr. Poole earned recognition as a highly successful corporate executive serving the Altria Corporate Services, Inc. as Vice President-Agriculture Policy and Programs, Vice President-Corporate Communications, Vice President-Agricultural Relations, Vice President-External Affairs, and as a highly capable legislative assistant to U.S. Senator Mitch McConnell; now be it therefore
- Resolved,** that the Radford University Board of Visitors, along with the University's faculty, staff, students, and alumni, expresses its profound gratitude to Rector Jay S. Poole for the many valuable contributions he has made to the University, and for the enhancement of

its role and good reputation throughout the Commonwealth and the nation; and be it further

Resolved, that the Board of Visitors publicly present this Resolution in Appreciation to Mr. Poole at its spring meeting on May 7, 2004, and maintain a copy of the Resolution as a part of its permanent record.

B. Mrs. Hovis made a motion that the following Resolution for Mrs. Barbara D. Turk be approved. Seconded by Mr. Cassaday, the motion carried.

RESOLUTION

Whereas, Mrs. Barbara D. Turk was appointed to serve as a member of the Radford University Board of Visitors on July 1, 1996; and

Whereas she has served with distinction and with unswerving commitment during the past eight years; and

Whereas, she has distinguished herself as a leader in many capacities including chairwoman of the Board of Visitors University Advancement Committee and a contributing member of the Academic Affairs Committee; and

Whereas, Mrs. Turk has been an active member of the Radford University Foundation Board of Directors since February 2000 and has been instrumental in assisting the University in a number of major fundraising projects, including the Dalton Eminent Scholars Campaign, Business Technology Park Initiative, and the annual Arts Society Campaign; and

Whereas, she served as chairperson of the Radford University Foundation's "Investing in Lifetimes" Campaign, which marked the first capital campaign in the institution's history and proved to be an overwhelming success; and

Whereas, she serves as chairperson of the Executive Committee for the Radford University Foundation's "Building a Legacy" Campaign which is steadily progressing toward the attainment of its forty million dollar goal; and

Whereas, she and her family have been ardent patrons of students in the arts and avid fans and major donors to the University's intercollegiate athletics program over the past three decades; and

Whereas, she has worked tirelessly on behalf of the University, constantly spreading the word of the institution's sterling accomplishments and invaluable contributions; and

Whereas, she and her husband, U.S. District Judge James Turk, together received the Lifetime Achievement Award from the Radford University Foundation in 1997; and

Whereas, she embodies talent, spirit, humanity and dedication and has brought all these virtues to bear for the betterment of Radford University; now be it therefore

Resolved, that the Radford University Board of Visitors, along with the University's faculty, staff, students, and alumni, express their sincere appreciation to Mrs. Barbara D. Turk for her invaluable service to Radford University, the Commonwealth of Virginia and higher education; and be it further

Resolved, that Radford University confer upon Mrs. Turk the Honorary Doctor of Humane Letters Degree at its Spring Graduation Ceremonies on May 8, 2004, and spread this resolution upon its permanent record.

ST. ALBANS PROPERTY AND FINE ARTS BUILDING

Dr. Covington introduced Jerry Kopf, Warren Self, Joseph Scartelli, David Burdette, and Alan Moore, each of whom presented information on the location of the Fine Arts Building and development of the St. Albans Property. The merits and disadvantages of the two possible locations for the Fine Arts Building were presented and discussed. Issues such as costs, time constraints, instructional concerns, and objectives were deliberated.

Dr. Covington presented the following recommendations regarding the Fine Arts Building and the St. Albans Property:

1. That the University continue to develop and implement plans to locate the fine arts building on the property adjacent to Powell Hall (the property that was originally designated for its location).
2. That the University, the Radford University Real Estate Foundation, and the Radford University Foundation vigorously and persistently develop plans for the immediate development and use of the St. Albans property that would accrue to the mutual interests and needs of the Foundations, the University, and other stakeholders in the state and immediate region.

Mr. Cassaday made the motion that the recommendations be approved. Seconded by Dr. Salzberg, the motion carried with 8 "yes" votes, and 1 "no" vote.

EXECUTIVE SESSION

Mr. LaRose made a motion, pursuant to Sections 2.2-3711-1 of the Freedom of Information Act, that the Board go into "Executive Session" for the purpose of "Discussion of Personnel Matters." Seconded by Mrs. Hovis, the motion carried.

Open Session

Motion: Mr. LaRose

Resolution No. 3

Second: Mrs. Hovis

Meeting Date: 5/7/04

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 by this chapter, 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.

VOTE: yes - Mr. Jay S. Poole yes – Mr. Stephan Q. Cassaday
 yes - Ms. Nancy H. Agee yes – Mrs. Elizabeth Davis
 yes - Mrs. Mary Ann Hovis yes - Mr. Randal J. Kirk
 yes - Mr. R. Scott LaRose yes - Dr. Cora S. Salzberg
 yes - Mrs. Barbara D. Turk

EXECUTIVE RECOMMENDATION

2. Non-Voting Advisory Faculty Member to the Board of Visitors

Mr. Cassaday made the recommendation that Dr. Douglas Woolley be appointed Non-Voting, Advisory Faculty Member to the Board of Visitors. Seconded by Mrs. Davis, the motion carried.

ACADEMIC AFFAIRS COMMITTEE

Mr. LaRose made the motion that Academic Affairs Recommendations #1-14 as detailed on pages 8-23 of the Report to the Board of Visitors and Recommendations #15-16 as detailed in the Addendum to the Board be approved. Seconded by Dr. Salzberg, the motion carried.

1. Faculty Appointments
2. Overload Teaching Assignment
3. Tenure Recommendations

4. Promotion Recommendations
5. Library Faculty Promotions
6. Tenure-Track Faculty Reappointments
7. Special Purpose Faculty Reappointments
8. Full-Time Temporary Faculty Reappointments
9. Appointment of University Librarian
10. Appointment of Department of Theatre Chairperson
11. Faculty Resignations
12. Faculty Retirements
13. Faculty Emeritus Status
14. Discontinuance of Undergraduate and Graduate Degree Programs
15. Appointment of Dr. Karma Castleberry, Professor of Nursing as Dean of the Waldron College of Health and Human Services
16. Appointment of Dr. Steve Arbury as Chairperson of the Department of Art

BUSINESS AFFAIRS COMMITTEE

Mrs. Davis made the motion that the following Business Affairs Recommendations #1-2 as detailed on page 25 of the Report to the Board of Visitors be approved. Seconded by Mrs. Agee, the motion carried.

1. Write-Off of Past Due Accounts Receivable
2. Discretionary Account Review
3. Tuition and Fees – Mrs. Davis made a motion that the following tuition and fees schedule for 2004-05, be approved. Seconded by Mrs. Hovis, the motion carried.

	<u>Current</u> <u>2003-04</u>	<u>Proposed</u> <u>2004-05</u>	<u>\$</u> <u>Increase</u>	<u>%</u> <u>Increase</u>
<u>In-State Undergraduate</u>				
Tuition and fees	\$ 4,140	\$ 4,762	\$622	15.0%
Room and board	<u>5,660</u>	<u>5,886</u>	<u>226</u>	4.0%
Total	\$ 9,800	\$10,648	\$848	8.7%
<u>Out-of-State Undergraduate</u>				
Tuition and fees	\$11,202	\$11,762	\$560	5.0%
Room and board	<u>5,660</u>	<u>5,886</u>	<u>226</u>	4.0%
Total	\$16,862	\$17,648	\$786	4.7%
<u>In-State Graduate</u>				
Tuition and fees	\$ 5,162	\$ 5,420	\$258	5.0%
<u>Out-of-state Graduate</u>				
Tuition and fees	\$ 9,530	\$10,006	\$476	5.0%

STUDENT AFFAIRS COMMITTEE

Mrs. Hovis made the motion that the following Student Affairs Recommendations #1-2 as detailed on page 27 of the Report to the Board of Visitors be approved. Seconded by Dr. Salzberg, the motion carried.

1. Appointments
 - A. Kristen L. Swanson as Associate Director for Student Activities in Heth Student Center
 - B. Helen P. Diamond as Coordinator for Student Leader Resources in Heth Student Center
2. Separations
 - A. Adam L. Anderson as Assistant Director/Area Coordinator in Residential Life effective February 20, 2004.
 - B. Kirsten T. Mosby as Assistant Director of Admissions effective May 14, 2004.

It was requested that the Student Affairs Committee and Business Affairs Committee hold a joint committee meeting at the August 26 annual meeting in order to discuss the university database.

UNIVERSITY ADVANCEMENT COMMITTEE

Mrs. Turk made the motion that University Advancement Recommendations #1-2, as detailed on page 28 of the Report to the Board of Visitors be approved. Seconded by Dr. Salzberg, the motion carried.

1. Appointment

James A. Watson has been named Associate Vice President for Development effective April 10, 2004
2. Separation

Jan G. Clarke has resigned as Director of Planned Giving effective February 24, 2004.

PRESIDENTIAL SEARCH

Mr. Kirk made the motion that the Board of Visitors expand the scope of the presidential search and contract with Kaludis Consulting to include consideration of a new management model. Seconded by Mrs. Hovis, the motion carried.

NOMINATING COMMITTEE

Mr. Poole announced the following Nominating Committee appointments. The Committee will present its recommendation for a slate of officers at the August meeting:

Mrs. Nancy H. Agee, Chair
Dr. Cora S. Salzberg
Mr. Joseph E. Freeman, III

BOARD MEETING CALENDAR

Thursday & Friday, August 26 & 27, 2004 – *Annual Meeting*

NAMING OF FINE ARTS BUILDING

Mrs. Hovis made the motion that the new fine arts center, to be constructed at RU, be named the “Covington Fine Arts Center,” and that an appropriate resolution be prepared for presentation at the groundbreaking and displayed at the dedication of the building. Seconded by Mrs. Turk, the motion carried.

ADJOURNMENT

The meeting adjourned at 5:05 p.m.