

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

August 28, 2003

MINUTES

Members present:

Mr. Jay S. Poole, Rector
Mrs. Elizabeth B. Davis
Ms. Nancy H. Agee
Mr. Joseph E. Freeman, III
Mrs. Mary Ann Hovis
Mr. Randal J. Kirk
Mr. Anthony Moore
Dr. Cora S. Salzberg
Mrs. Barbara D. Turk
Dr. Doug Woolley (non-voting, advisory faculty representative)
Mr. Matt Crisp (non-voting, advisory student representative)

Members absent:

Mr. Stephan Q. Cassaday, Vice Rector
Mr. R. Scott LaRose

CALL TO ORDER

Mr. Jay S. Poole, Rector of the Board, called the meeting to order at 9:00 a.m., Thursday, August 28, 2003 in the Martin Hall Board Room.

APPROVAL OF AGENDA

Mrs. Davis made the motion that the agenda be approved. Seconded by Mrs. Hovis, the motion carried.

BOARD APPOINTMENTS

Mr. Poole acknowledged the appointment of Ms. Nancy H. Agee, Mr. Randal J. Kirk, and Dr. Cora S. Salzberg to the Board of Visitors. He also acknowledged the appointment of Dr. Doug

Woolley as the non-voting, advisory faculty representative and Mr. Matt Crisp as the non-voting, advisory student representative.

ELECTION OF OFFICERS

Mrs. Turk reported that the Nominating Committee recommended the following slate of officers for 2003-2004:

Mr. Jay S. Poole – Rector
Mr. Stephen Q. Cassaday – Vice Rector

Mrs. Turk made the motion that Mr. Poole be elected Rector and that Mr. Cassaday be elected Vice Rector. Seconded by Dr. Salzberg, the motion carried unanimously.

APPROVAL OF MINUTES

Mrs. Turk made the motion that the minutes for the May 2, 2003 meeting of the Board of Visitors be approved as distributed. Seconded by Mr. LaRose, the motion carried.

EXECUTIVE RECOMMENDATION

Dr. Norleen Pomerantz read the following Resolution in Recognition recognizing the Radford Rugby Club for winning the Division II National Championship. Mrs. Hovis made the motion that the Resolution be approved. Seconded by Mrs. Davis, the motion carried.

Copies of the Resolution were presented to Mr. Michael Turk and Dr. Don Samson.

RESOLUTION IN RECOGNITION

WHEREAS, Radford University proudly recognizes its Rugby Club which prevailed at the highest level of competition in intercollegiate sports to win the Division II National Championship in San Jose, California, on May 3, 2003, having defeated the University of Northern Colorado; and

WHEREAS, the Radford University Rugby Club dominated regular season play against such worthy opponents as North Carolina State University, Virginia Polytechnic Institute and State University, University of North Carolina Chapel Hill, Virginia Military Institute, University of Virginia, Longwood University, York College, and Johns Hopkins University; and

WHEREAS, their successful regular season record earned them the opportunity to compete in the Mid-Atlantic Rugby Football Union Collegiate Championship Quarterfinal Match against Johns Hopkins University; and

WHEREAS, their victories over Johns Hopkins University qualified them to compete in the Collegiate Championship Division II Final Four series of matches, in which they defeated York College and University of Virginia; and

WHEREAS, the team progressed to compete in the Elite 8 Collegiate Semi-Final series of matches in Huntsville, Texas, against Arkansas State University and Claremont College; and

WHEREAS, these victories assured them of an opportunity to compete in the National Championship match against the University of Northern Colorado; now be it therefore,

RESOLVED, that Radford University's Board of Visitors, Faculty, Staff, and Student Body extend their hearty congratulations and highest commendations to Coach Michael Turk, Faculty Advisor Dr. Don Samson, and their staff, as well as the Club's talented student athletes, upon having become Radford University's first intercollegiate athletic team to earn the title of National Champion; and be it further

RESOLVED, that the Board of Visitors present copies of this Resolution to Mr. Michael Turk and Dr. Don Samson, and maintain a copy of the Resolution as a part of its permanent record.

Also, on behalf of the City of Radford, Dr. Pomerantz presented the City's Proclamation Presentation to the Rugby Club.

PRESIDENT'S ANNUAL REPORT

Dr. Covington presented the President's Annual Report for 2002-2003.

STRATEGIC PLAN

Dr. Covington presented the Board members with the Strategic Plan executive summary.

EXECUTIVE RECOMMENDATIONS

1. Resolution

Mrs. Agee made the motion that the following Resolution in Appreciation for Randal J. Duncan be approved. Seconded by Mrs. Davis, the motion carried.

Dr. Covington noted that Mr. Duncan was unable to be at the meeting to accept the Resolution and RU Captain's Chair, but that both items would be delivered to him.

RESOLUTION IN APPRECIATION

WHEREAS, Randal J. Duncan has served Radford University and the Commonwealth of Virginia with distinction as a member of the University Board of Visitors from July 1, 1995, to June 30, 2003; and

WHEREAS, Mr. Duncan has devoted his time, talent, and resources to the Board of Visitors and to his Alma Mater, Radford University, and has provided effective leadership to the Board by chairing the University Advancement Committee (1995-1996), chairing the Students Affairs Committee (1996-2003), and serving on the Executive and Business Affairs Committees; and

WHEREAS, Mr. Duncan has served as an important and effective liaison between the University and the City of Radford, in his capacity as Commonwealth's Attorney, while promoting communication and cooperation between the university and city; and

WHEREAS, he has demonstrated consistently his steadfast dedication to the high purpose of education, his enthusiastic commitment to the advancement of Radford University, and his willingness to give unstintingly of himself to the University in many other capacities, including President of the Radford University Alumni Association from 1993 to 1997 and as an avid fan and major contributor to the success of Highlander Athletics; and

WHEREAS, he has been recognized by his fellow alumni through the coveted Outstanding Service Award in 2002; 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 and highest commendation to Mr. Duncan for his steadfast loyalty to the University and for his many valuable contributions toward the fulfillment of its mission; and be it further

***RESOLVED**, that the Board of Visitors publicly present this Resolution to Mr. Duncan at its Annual Meeting on August 28, 2003, and maintain a copy of the Resolution as a part of its permanent record.*

2. Resolution

Mrs. Turk made the motion that the following Resolution in Recognition be approved. Seconded by Mrs. Davis, the motion carried.

RESOLUTION IN RECOGNITION

***WHEREAS**, Radford University wishes to honor the memory of Patrick D. Cupp and his commitment to higher education and economic development and philanthropic activities in Southwest Virginia; and*

***WHEREAS**, Patrick Cupp demonstrated a tireless commitment to the economic success of Southwest Virginia; and*

***WHEREAS**, he was a businessman of integrity and entrepreneurial spirit, and*

***WHEREAS**, Patrick Cupp was a well known and highly respected real estate businessman and developer in the New River Valley and beyond; and*

***WHEREAS**, he contributed significantly to the development of high quality housing for Radford University students in the City of Radford; and*

***WHEREAS**, he served tirelessly in leadership roles in a variety of professional and civic organizations; and*

***WHEREAS**, Mr. Cupp was a former student athlete, avid sports fan, and generous donor to the Radford University Athletic Association and served on the organization's advisory board for several years; and*

***WHEREAS**, he and his family made the largest single financial contribution in the history of the Radford University's athletic program; be it therefore*

***RESOLVED**, that Radford University's track and field and soccer complex be named in memory of Mr. Patrick D. Cupp and henceforth be known as the Patrick D. Cupp Memorial Stadium; and be it further*

***RESOLVED**, that the Board of Visitors present a copy of this Resolution to Mrs. Sandra Cupp Davis, and maintain a copy of the Resolution as a part of its permanent record.*

3. On behalf of the National Committee for Employer Support of the Guard and Reserve, Retired Army Brigadier General James A. White presented Dr. Covington a plaque in recognition of Radford University being a patriotic employer.
4. Dr. Covington announced the appointment of Jennifer Webb as Administrative Assistant to the President
5. Founder's Day Speaker Announced

Dr. Covington announced that Ms. Sue Hill will be the Founder's Day speaker on October 10.

ACADEMIC AFFAIRS COMMITTEE

Mrs. Turk made the motion that Academic Affairs Recommendations #1-9, as detailed on pages 7-24 of the Report to the Board of Visitors, be approved. Seconded by Dr. Salzberg, the motion carried.

1.
 - A. That the New Tenure Track Appointments be approved.
 - B. That the New Administrative and Professional Faculty Appointments be approved.
 - C. That the New Temporary Faculty Appointments be approved.
 - D. That the New Special Purpose Faculty Appointments be approved.
 - E. That the Grant Funded Appointments and Reappointments be approved.
 - F. That the New Research Faculty Appointments be approved.
2. That the Teaching Faculty Overload Assignment be approved.
3. That the Teaching and Professional Faculty Resignations be accepted.
4. That the Faculty Emeritus be approved.
5. That the Salary Adjustments for Faculty Promotions be approved.
6. That the Salary Adjustments for Library Faculty Promotions be approved.
7. That the Department Chairperson Appointments be approved.
8. That the Faculty Stipends for Summer School 2003 be approved.
9. That the Grant Funded Faculty Stipends for Summer School 2003 be approved.
10. Mrs. Turk made the motion that the portion of Academic Affairs Recommendations #10—the proposal to add Section 2.7 Selection of University Library to Section 2.0—

“Policies Specific to Library Faculty”—in *The Administrative and Professional Faculty Handbook*, as detailed on pages 7-26 of the Report to the Board of Visitors, be approved. Seconded by Mr. Freeman, the motion carried.

Tabled

Mrs. Turk made the motion that the portion of Academic Affairs Recommendations #10—the proposal to add Section 2.7.1 Term of Service as University Librarian to Section 2.0—“Policies Specific to Library Faculty”—in *The Administrative and Professional Faculty Handbook*, as detailed on pages 7-26 of the Report to the Board of Visitors, be tabled. Seconded by Mrs. Agee, the motion carried.

BUSINESS AFFAIRS COMMITTEE

Mrs. Davis made the motion that the following Business Affairs Recommendations #1-4, as detailed on pages 28-35 of the Report to the Board of Visitors, be approved. Seconded by Mr. Moore, the motion carried.

1. Consistent with Radford University's write-off policy, the following accounts are recommended for write-off:

Student accounts	\$11,063.46
Short term loans	500.00
Residential Life-damages	566.50
Returned items	215.00
Parking fines	<u>275.00</u>
Total	\$12,619.96

All accounts have been referred to the Department of Taxation in accordance with state debt set-off provisions. Those accounts greater than \$75 have been submitted to RU's private collection agency or to the Attorney General's Office.

2. That the Second Amendment to the Cash Match Plan for Employees of Radford University be approved.
3. That the purchase of property located at 950 East Main Street, the exchange of property with the City of Radford located along Norwood (East Main) Street, and the purchase of property at 615 Fairfax Street be approved.
4. That the Policy Statement governing delegation of non-general fund capital projects, administration, and leased property management be amended to add Young Hall, a general fund project, to the existing authority for non-general fund projects and to expand authority for income lease approval.

Mrs. Davis presented commendations to Ben Southard for his first place award in the National Culinary Challenge hosted by the National Association of College and University Food Services, and to Jack Sharlow and members of Radford University's Chartwells catering team for breaking the Guinness record for the world's longest hot dog.

STUDENT AFFAIRS COMMITTEE

Mrs. Hovis made the motion that the following Student Affairs Recommendations #1-4, as detailed on pages 37-38 of the Report to the Board of Visitors, be approved. Seconded by Mrs. Agee, the motion carried.

1. That the Student Affairs Appointments be approved.
2. That the Student Affairs Separations be approved.
3. That the Salary Adjustments be approved.
4. That the change in Employment Status for Lori Mitchell be approved.

Mrs. Hovis noted that the SAT's and GPA's of the incoming freshmen were up from last year.

UNIVERSITY ADVANCEMENT COMMITTEE

Mrs. Turk made the motion that University Advancement Recommendations #1-2, as detailed on page 40 of the Report to the Board of Visitors, be approved. Seconded by Mrs. Hovis, the motion carried.

1. Appointments
 - A. R. David Horton as Director of Alumni Affairs, effective July 10, 2003.
 - B. G. Thomas Lillard as Director of Athletic Development, effective July 10, 2003.
2. Separations

Anita Hines as Analyst/Counselor for the Business Assistance Center, effective June 30, 2003.

Mrs. Hovis noted that, as President of the Alumni Association, she was highly in favor of David Horton's appointment as Director of Alumni Affairs.

Capital Campaign

Mr. Charles Wood, Vice President for University Advancement, reported that the University Advancement Committee and Capital Campaign Leadership Committee met on August 27, 2003. He acknowledged the co-chairs of the Campaign Committee: Mrs. Mary Ann Hovis, Mr. Gordon C. King, and Mr. Randal J. Kirk. He noted that Mrs. Barbara D. Turk would serve

as one of the Honorary Chairs.

Mr. Wood reported that the nucleus goal of \$26 million has been reached, which represents 65% of the Campaign's \$40 million goal.

Mr. R.J. Kirk noted that Charlie Witzleben, consultant for the Campaign, had reported the University Advancement area was understaffed. Mr. Wood stated that, although that was true, searches are underway to fill the positions of Assistant Vice President for Development and Researcher.

PLANNING AND RESEARCH COMMITTEE

Mr. Freeman reported that the Planning and Research Committee had no action items. He distributed to the Board copies of the *Annual Report of Grants, Contracts, & Cooperative Agreements Coordinated by the Faculty, Staff & Students at Radford University for July 2002-June 2003*. Also distributed was a *Fact Book CD*.

Mr. Freeman reported that grants awards in fiscal year 2002-2003 totaled nearly \$6 million, the highest amount ever awarded in one year.

AD HOC AFFIRMATIVE ACTION COMMITTEE

Ms. Kay Heibreder, Associate General Counsel for Virginia Tech, briefed the Board of Visitors on the background of the United States Supreme Court decisions in *Grutter v. Bollinger* and *Gratz v. Bollinger*.

Dr. Covington announced that a University Forum would be held to discuss diversity on the RU campus.

RESTRUCTURING

Dr. Covington stated that RU in restructuring is emphasizing quality assurance and cost effectiveness. He introduced Dr. Warren Self, Vice President for Academic Affairs, who commented that the restructuring effort should create a University that would meet the challenges and needs of the 21st Century.

Dr. Bill Kennan, Chairman of both the Academic Affairs Restructuring Advisory Committee and the University Restructuring Advisory Committee, discussed the committees' roles. He stated that the committees serve in an advisory and support capacity. Dr. Kennan noted that the advisory document from the University Restructuring Advisory Committee would reflect input of all campus units.

RECESS

The Board of Visitors recessed for five minutes.

BOARD RETREAT

Mr. Poole announced that the annual Board Retreat will be held on Monday, November 10, 2003. The Retreat Committee members are as follow:

Mr. Stephan Q. Cassaday - Chairperson
Mr. Joseph E. Freeman, III
Dr. Cora S. Salzberg

BOARD MEETING CALENDAR

Friday, October 10, 2003 – *Founders Day*
Saturday, October 11, 2003 – *Homecoming*
Monday & Tuesday, November 10 & 11, 2003 – *Board Retreat and Fall Meeting*
Saturday, December 20, 2003 – *Winter Commencement*
Thursday & Friday, February 12 & 13, 2004 – *Winter Meeting*
Friday, May 7, 2004 - *Spring Meeting*
Saturday, May 8, 2004 – *Spring Commencement*
Thursday & Friday, August 26 & 27, 2004 – *Annual Meeting*

ADJOURNMENT

The meeting adjourned at 11:10 a.m.

Doris M. Bratton, Secretary
Radford University Board of Visitors