

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

**November 11, 2003**

**MINUTES**

**Members present:**

Mr. Jay S. Poole, Rector  
Mr. Stephan Q. Cassaday, Vice Rector  
Ms. Nancy H. Agee  
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)

**Members absent:**

Mrs. Elizabeth B. Davis  
Mr. Joseph E. Freeman, III  
Mr. Anthony Moore  
Dr. Doug Woolley (non-voting, advisory faculty representative)

**CALL TO ORDER**

Mr. Jay S. Poole, Rector of the Board, called the meeting to order at 1:00 p.m., Tuesday, November 11, 2003 in the Martin Hall Board Room.

**AMENDMENT AND APPROVAL OF AGENDA**

Mr. Cassaday made the motion that the agenda be approved. Seconded by Mrs. Turk, the motion carried.

**APPROVAL OF MINUTES**

Mrs. Hovis made the motion that the minutes for the August 28, 2003 meeting of the Board of Visitors be approved as distributed. Seconded by Mr. LaRose, the motion carried.

## **PRESIDENT'S QUARTERLY REPORT**

Dr. Covington presented the President's Quarterly Report for August-November 2003.

## **SCHEV PRESENTATION**

Dr. Covington introduced SCHEV staff members Dr. Nancy Cooley, Acting Executive Director, and Mr. Chuck Steenburgh, Communications & Government Relations Director. Dr. Cooley and Mr. Steenburgh gave a presentation to the Board entitled, "SCHEV's Solutions: Budget Proposals for Higher Education Excellence." The following problems and their solutions were addressed during the presentation:

- How does Virginia maintain affordability and accessibility in higher education?
- How does Virginia accommodate projected growth in system wide enrollment of nearly 61,000 students by the end of the decade?
- How does Virginia enhance its national standing in sponsored research to attract investment, promote economic development, and enhance instruction?
- How does Virginia maintain its system wide reputation for excellence?

Dr. Cooley stated that higher education faces a base adequacy shortfall of nearly \$400 million and that the Commonwealth must address the budget inadequacies that exist under the General Assembly's funding guidelines.

## **AD HOC COMMITTEE ON AFFIRMATIVE ACTION REPORT**

Mr. LaRose, Chairman of the Ad Hoc Committee on Affirmative Action, reported that he had received a draft copy of the Committee's report and that the Committee continues to review the document.

## **EXECUTIVE RECOMMENDATIONS**

Mr. Kirk made the motion that the Executive Recommendation, "Proposed Administrative Staff Salaries," as detailed on page 6 of the Report to the Board of Visitors be approved. Seconded by Mr. Cassaday, the motion carried.

## **ACADEMIC AFFAIRS COMMITTEE**

Mrs. Agee made the motion that Academic Affairs Recommendations #1-7 as detailed on pages 7-42 of the Report to the Board of Visitors be approved. Seconded by Dr. Salzberg, the motion carried.

Minutes

1. A. That the Tenure Track appointments be approved.
- B. That the New Temporary Faculty Appointments be approved.
- C. That the Grant Funded Reassignment be approved.
- D. That the Special Purpose Faculty Appointments be approved.
2. That the Overload Teaching Assignments be approved.
3. That the Faculty Professional Development Leaves for Spring 2004 be approved.
4. That the Discontinuance of Three Graduate Degree Programs be approved.
5. That the Faculty Adjusted Salaries be approved.
6. That the Adjusted Administrative and Professional Faculty Salaries be approved.
7. That the recommended methodology and process for the Faculty Salary Equity Study be approved.

**BUSINESS AFFAIRS COMMITTEE**

Mr. Cassaday reported that the Board evaluated the President at the Board Retreat held at Selu on November 10, 2003. Accordingly, Mr. Cassaday made the motion that the Board approve a new salary effective November 25, 2003, for Dr. Covington. This reflects a 2.25 percent increase as approved by the General Assembly for all state employees. Seconded by Mrs. Agee, the motion carried.

Mr. Cassaday made the motion that the following Business Affairs Recommendations #1-4 as detailed on pages 44-46 of the Report to the Board of Visitors be approved. Seconded by Mrs. Agee, the motion carried.

1. That the following write-off of past due accounts receivable be approved:

Student accounts	\$10,891.96
Short term loans	1,231.00
Residential Life damages	132.00
Returned items	1,124.35
Discharged-bankruptcy	<u>604.34</u>
<b>Total</b>	<b>\$13,983.65</b>

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 Business Affairs reassignment/salary adjustment be approved.  
  
That the Business Affairs Salary Adjustments be approved.
3. That Radford University's 2004-06 Operating, Technical, and Capital Budget Requests be approved.

4. That the University Discretionary Fund expenditures for the quarter ending September 30, 2003 be approved.

#### **STUDENT AFFAIRS COMMITTEE**

Mrs. Hovis made the motion that the following Student Affairs Recommendations #1-4 as detailed on pages 48-49 of the Report to the Board of Visitors be approved. Seconded by Mrs. Salzberg, the motion carried.

1. That the Student Affairs Appointments be approved.
2. That the Student Affairs Separations be approved.
3. That the Student Affairs Salary Adjustments be approved.
4. That the Student Affairs Salary Increases be approved.

#### **UNIVERSITY ADVANCEMENT COMMITTEE**

Mrs. Turk made the motion that University Advancement Recommendations #1-2, as detailed on page 51 of the Report to the Board of Visitors be approved. Seconded by Mr. LaRose, the motion carried. Mrs. Turk abstained and Mrs. Beamer was absent during the vote.

1. Proposed Administrative Staff Salaries
2. Appointments

Mrs. Turk noted that May 1, 2004 has been scheduled as the kick-off date for the next Capital Campaign.

Mr. Poole reported that at the RU Foundation Partners in Excellence dinner on October 10, Mr. Charles A. Wood, Jr., Vice President for University Advancement, was recognized for his significant contributions to the University by a scholarship named in his honor.

#### **PLANNING AND RESEARCH COMMITTEE**

Mr. Kirk made the motion that Planning and Research Committee Recommendation #1, "Salary Increases," as detailed on page 52 of the Report to the Board of Visitors be approved. Seconded by Mr. LaRose, the motion carried.

## **OTHER BUSINESS**

Mr. LaRose distributed an article entitled, “Dealing with the Future: Principles for Creating a Vital Campus in a Climate of Restricted Resources.” He indicated that the article might be useful when establishing RU’s vision statement.

## **BOARD MEETING CALENDAR**

Saturday, December 20, 2003 – *Winter Commencement*  
Thursday, January 22, 2004 – *RU Advocacy Day in Richmond*  
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 2:00 pm.

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Doris M. Bratton, Secretary  
Radford University Board of Visitors