

**RADFORD UNIVERSITY**  
**BOARD OF VISITORS**  
**THURSDAY, NOVEMBER 10, 2011**

**APPROVED**

**MINUTES**

**MEMBERS PRESENT:**

Mr. Stephen A. Musselwhite, Rector  
Mr. Mark R. Pace, Vice Rector  
Ms. Nancy E. Artis  
Mr. Stephan Q. Cassaday  
Mr. Matthew B. Crisp  
Ms. Sandra C. Davis  
Mr. Thomas E. Fraim, Jr.  
Mr. Milton C. Johns  
Dr. Richard A. Roth (non-voting advisory faculty representative)  
Ms. Megan A. Rhodes (non-voting advisory student representative)

**MEMBERS ABSENT:**

Mr. Anthony R. Bedell  
The Honorable J. Brandon Bell  
Mr. H. René Fonseca  
Mr. Darius A. Johnson  
Ms. Wendy S. Tepper  
Mr. Ronald R. Wesley  
Ms. Linda K. Whitley-Taylor

**OTHERS PRESENT:**

President Penelope W. Kyle  
Mr. Richard S. Alvarez, Chief Financial Officer and Vice President for Finance and Administration  
Mr. Donald Appiarius, Associate Vice President for Student Affairs and Dean of Students  
Mr. Kenneth J. Bonk, Associate Vice President for Student Affairs and Director of Student Activities  
Ms. Deanne J. Estrada, Senior Editor, University Relations  
Dr. Dennis O. Grady, Dean of Graduate and Professional Studies  
Mr. Danny M. Kemp, Chief Information Officer and Vice President for Information Technology  
Ms. Margaret D. McManus, University Auditor  
Dr. Sam Minner, Provost and Vice President for Academic Affairs  
Dr. Raymond C. Linville, Dean of the Waldron College of Health and Human Services  
Mr. James W. Noel, III, Assistant Attorney General, Commonwealth of Virginia  
Ms. Christy L. Jackson, Assistant Director of University Relations  
Ms. Sarah B. Jones, Reporter for the Roanoke Times  
Ms. Robyn J. Porterfield, Assistant Vice President for University Advancement  
Mr. Andy W. Powell, Audit Director, State Auditor of Public Accounts, Commonwealth of Virginia  
Ms. Lisa H. Ridpath, Associate Vice President for Finance and Administration  
Dr. Mark R. Shanley, Vice President for Student Affairs  
Dr. Ed Swanson, Chairman of the Physical Therapy Department  
Mr. Al Wojtera, Chairman of the Department of Music

## **CALL TO ORDER**

Mr. Stephen A. Musselwhite, Rector of the Board, called the meeting to order at 9:02 a.m. on Thursday, November 10, 2011, in the Board Room of the Jefferson College of Health Sciences, Carilion Roanoke Community Hospital in Roanoke, Virginia.

## **INTRODUCTION OF GUESTS**

President Kyle asked Ms. Christy L. Jackson, Assistant Director of University Relations, to introduce any guests. She said that Ms. Sarah B. Jones, a reporter with the Roanoke Times, would arrive shortly.

## **APPROVAL OF MEETING AGENDA**

Mr. Thomas E. Fraim, Jr. made the motion to approve the November 10, 2011 meeting agenda as published prior to the meeting. Mr. Mark R. Pace seconded the motion and the motion carried unanimously.

## **APPROVAL OF MINUTES**

Rector Musselwhite asked for a motion to approve the minutes of the September 16, 2011 meeting of the Board of Visitors, as distributed. Ms. Nancy E. Artis made the motion and Mr. Pace seconded the motion and the motion carried unanimously.

## **REPORT TO THE BOARD FROM THE AUDITOR OF PUBLIC ACCOUNTS**

Ms. Margaret D. McManus, University Auditor introduced Mr. Andy W. Powell, Audit Director, with the Auditor of Public Accounts (APA) of the Commonwealth of Virginia. The APA serves as Radford University's external auditor. The Board heard a brief report from Mr. Powell.

Mr. Powell reported that Radford's audit was expedited to assure its completion prior to the Southern Association of Colleges and Schools (SACS) reaccreditation team visit. It was noted that, during the onsite visit, the SACS Team will review the institution's audited financial statements.

A copy of Mr. Powell's report is attached hereto as *Attachment A* and made a part hereof.

## **REPORT TO THE BOARD OF VISITORS FROM THE FACULTY REPRESENTATIVE**

Dr. Richard A. Roth, non-voting Faculty Representative to the Board of Visitors reported on issues of interest to the faculty. A copy of his report is attached hereto as *Attachment B* and made a part hereof.

## **REPORT TO THE BOARD OF VISITORS FROM THE STUDENT REPRESENTATIVE**

Ms. Megan Rhodes, non-voting Student Representative to the Board of Visitors reported on issues of interest to the students. A copy of her report is attached hereto as *Attachment C* and made a part hereof.

## **REPORT FROM THE ACADEMIC AFFAIRS COMMITTEE**

Mr. Milton C. Johns, Chair, reported the committee met on November 9, 2011 and heard several informational updates and had one action item.

The action item included several revisions to the Radford University Teaching and Research Faculty Handbook.

Mr. Johns, then recommended, on behalf of the committee, that the following Resolution be approved:

### ***Adoption of the Resolution revising the Teaching and Research Faculty Handbook***

The resolution was approved unanimously. A copy of the Resolution is attached hereto as ***Attachment D*** and made a part hereof.

Mr. Johns reported that Dr. Steven W. Nape, Vice Provost for Enrollment, Planning and Management had resigned and that Mr. James Pennix, Dean of Admissions would serve as Interim. He also reported that Academic Affairs had launched a search for a new Dean in the Waldron College of Health and Human Services as Dr. Raymond Linville was stepping down in order to return to teaching.

### **REPORT FROM THE UNIVERSITY ADVANCEMENT AND ALUMNI RELATIONS COMMITTEE**

Ms. Nancy E. Artis, Chair, reported the committee met on November 9 and had no action items but heard a presentation from Ms. Robyn J. Porterfield, Assistant Vice President for University Advancement for Corporations and Foundations on fundraising.

Ms. Artis summarized Ms. Porterfield's presentation into five major fundraising priorities:

- The new building for The College of Business and Economics;
- Endowed professorships and endowed chairs;
- Presidential scholarships;
- Athletic – unrestricted operations;
- The Radford Fund.

She reported the committee discussed “The Radford University Story” and how that story fit into the Grow by Degrees legislation introduced by Governor McDonnell. Ms. Artis stated that Radford University offered several healthcare degrees, ranking fourth in the number of degrees awarded to healthcare professionals in Virginia. It was also reported that RU offered the only master's program for high school mathematics teachers in the Commonwealth and was the third highest producer of teachers of the 38 colleges and universities with teacher preparation programs in Virginia.

Ms. Artis also announced that a search firm was retained to assist the University in its search for a new Vice President for University Advancement.

### **REPORT FROM THE STUDENT AFFAIRS COMMITTEE**

Mr. Stephan Q. Cassaday, Vice Chair of the Student Affairs Committee, reported the committee met on November 9 and had no action items. He stated that the committee received a report from Mr. Lee Hicks, the President of the Student Government Association (SGA) on recent SGA elections and other informational updates.

Mr. Cassaday also reported on updates from Dr. Mark R. Shanley, Vice President for Student Affairs that included:

- continuation of the alcohol intervention efforts, including the current social norming campaign, greatly expanded evening and weekend programming, and engagement of faculty in curriculum infusion and academic policy review;
- planning for Advocacy Day, and addressing co-curricular dimensions of the Scholar-Citizen QEP initiative.

Mr. Cassaday reported that Mr. Don Appiarius, Associate Vice President and Dean of Students provided updates on various activities and initiatives that included:

- Radford University's fall housing occupancy;
- searches underway in Residence Life, Disability Resources, Diversity and Inclusion, Assistant Dean of Students, and Associate Dean of Students;
- discussions of the final revisions of the Standards of Student Conduct;
- various community service events.

He reported that Mr. Ken Bonk, Associate Vice President for Student Activities, provided updates on:

- Radford University's Family Weekend;
- Radford After Dark (RAD) Program;
- Greek Life Coalition Assessment Project.

### **REPORT ON THE RADFORD UNIVERSITY FOUNDATION**

Mr. Matthew B. Crisp, Board Liaison to the Radford University Foundation Board, provided information on the Foundation's last meeting held on September 16, 2011. He reported the Foundation had submitted a tax credit application to the state for conservation easements on the SELU property, and shared that the Foundation staff had begun looking into producing an Annual Report, as required by the new bylaws.

He reported that the Foundation Investment Committee met and had discussions on proposals for spending on scholarships and on endowment funds for the fiscal year 2012-2013.

Mr. Crisp reported that the purchase of the Russell Building on East Main Street was completed and the property would be released to Radford University for use as a storage facility.

### **PRESENTATION BY RU FACULTY MEMBERS**

Dr. Sam Minner, Provost and Vice President for Academic Affairs introduced Mr. Al Wojtera, Chair of the Department of Music at Radford University. Mr. Wojtera introduced Mr. Brian Peters, a senior percussionist pursuing a Bachelor in Music with a concentration in music education.

Mr. Wojtera shared that Mr. Peters was this year's recipient of the Presser Scholarship, the highest award given in the department for undergraduate students. Mr. Peters performed two solo vibraphone selections for the Board: Billy Strayhorn's "Take the 'A' Train, and Miles Davis' "All Blues".

Dr. Minner then introduced Dr. Rhett Herman, Professor of Physics. Dr. Herman made a presentation to the Board on the undergraduate collaborative research that he and his students had conducted in Alaska over the last several years regarding the collection of data for the imaging of sea ice in three dimensions.

He also provided information on research conducted in collaboration with the Alaskan people to identify ancestral burial areas of their native people through the use of ground penetrating radar. Their research enabled the Alaskan people to not only locate burial areas but also to eliminate other areas to search, saving valuable time and effort.

### **PRESIDENT'S REPORT**

President Penelope W. Kyle introduced Dr. Dennis O. Grady, the Dean of Graduate and Professional Studies and the Chair of the Sustainability Steering Committee, to report on Radford University's Climate Action Plan.

Dr. Grady reminded the Board that work on the Climate Action Plan had begun three years ago. He noted that the Sustainability Steering Committee was making good progress on the Climate Action Plan and expected to have a plan for the Board's consideration and approval at the May 2012 meeting.

He explained that RU had already accomplished nearly all of the easier "green" fixes for the university leaving the more difficult work for completion.

Dr. Grady provided that RU had started the first program for a *Certificate in Sustainability* this semester. He explained the certificate was an eighteen hour certificate available to all students. Dr. Grady reported Dr. Rick Roth was the coordinator of the Certificate program as well as the faculty mentor of the campus Environmental Club, which was driving the reinvigoration of the Campus Environmental Center. A copy of Dr. Grady's presentation is attached hereto as *Attachment E* and made a part hereof.

President Kyle reported on recent activities at Radford University and announced the dates for the February Board of Visitors meeting, which would be held in Richmond. She also drew the Board's attention to the 2012 meeting dates and the Standing Committee assignments.

### **CLOSED SESSION**

Mr. Pace moved that the Board convene in a closed meeting, pursuant to § 2.2-3711 A (1) of the Virginia Freedom of Information Act, for the purpose of discussion of personnel matters, more specifically relating to the performance evaluation, compensation resignation and/or appointment of specific university employees and, pursuant to § 2.2-3711 (A) (7) of the Virginia Freedom of Information Act, for the discussion of legal matters, more specifically relating to regulating weapons on campus. Ms. Artis seconded the motion, which passed unanimously.

### **RECONVENED SESSION**

Following the closed session, the public was invited to return to the meeting. Rector Musselwhite called the meeting to order and asked Mr. Pace to make the motion to return to open session.

### **Certification of Executive Meeting**

WHEREAS, the Radford University's 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 closed 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 under Virginia law 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.

<b>VOTE:</b>	yes – Ms. Nancy E. Artis	yes – Mr. Thomas E. Fraim, Jr.
	yes – Mr. Stephan Q. Cassaday	yes – Mr. Milton C. Johns
	yes – Mr. Matthew B. Crisp	yes – Mr. Stephen A. Musselwhite
	yes – Ms. Sandra C. Davis	yes – Mr. Mark R. Pace

## **ANNOUNCEMENTS**

Rector Musselwhite announced the next regularly scheduled meeting of the Board of Visitors would be held on February 7-8, in Richmond. He encouraged all Board members to stay and participate in the tour of the new Radford University Doctorate of Physical Therapy facilities located in the Jefferson College of Health Sciences. He noted that the tour would be led by Dr. Raymond C. Linville, Dean of the Waldron College of Health and Human Services and Dr. Ed Swanson, Chair of the Department of Physical Therapy.

## **ADJOURNMENT**

With no further business to come before the Board, the Rector adjourned the meeting at 12:25 p.m.

Kimberly Chiapetto, Secretary  
Radford University Board of Visitors