RADFORD UNIVERSITY BOARD OF VISITORS
GOVERNANCE & ADMINISTRATION COMMITTEE MEETING

1:30 p.m.
February 7, 2012
Williams Mullen Center
200 South 10th Street
Richmond, Virginia

APPROVED

MINUTES

COMMITTEE MEMBERS PRESENT
Ms. Linda K. Whitley-Taylor, Chair
Mr. Ronald R. Wesley, Vice Chair (joined the meeting late)
Ms. Nancy E. Artis
Mr. Matthew B. Crisp
Mr. Thomas E. Fraim, Jr.
Mr. Stephen A. Musselwhite, Rector

OTHERS PRESENT
Ms. Penelope W. Kyle, President
Mr. Ronald C. Forehand, Senior Assistant Attorney General, Commonwealth of Virginia

CALL TO ORDER
Ms. Linda K. Whitley-Taylor, Chair, formally called the meeting to order at 1:35 p.m., Tuesday, February 7, 2012 at 200 South 10th Street, Richmond, Virginia.

APPROVAL OF AGENDA
Ms. Nancy E. Artis made the motion to approve the February 7, 2012 meeting agenda as published prior to the meeting. Mr. Matthew B. Crisp seconded the motion, and the motion carried unanimously.

APPROVAL OF MINUTES
Ms. Linda K. Whitley-Taylor asked for a motion to approve the minutes of the November 29, 2011 meeting of the Governance and Administration Committee, as distributed. Ms. Nancy E. Artis made the motion; Mr. Thomas E. Fraim, Jr. seconded the motion, and the motion carried unanimously. A copy of the minutes is attached hereto as Attachment A and made a part hereof.

CLOSED SESSION
Mr. Thomas E. Fraim, Jr. moved that the committee convene in a closed meeting, pursuant to Section 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 and/or appointment of specific university employees. Ms. Nancy E. Artis seconded the motion, which passed unanimously.
President Penelope W. Kyle left the meeting shortly before the closed session began.

**RECONVENED SESSION**

Following the Closed Session, the public was invited to return to the meeting. Ms. Whitley-Taylor called the meeting to order and made the motion to return to open session. Her motion was seconded by Mr. Matthew B. Crisp.

**Certification of Executive Meeting**

WHEREAS, the Governance and Administration Committee of 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 closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Governance and Administration Committee of 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 Governance and Administration Committee.

**VOTE:**

yes – Ms. Nancy E. Artis  
yes - Mr. Matthew B. Crisp  
yes – Mr. Thomas E. Fraim, Jr.  

yes - Mr. Stephen A. Musselwhite  
yes – Mr. Ronald R. Wesley  
yes - Ms. Linda K. Whitley-Taylor

**ADJOURNMENT**

With no further business to come before the committee, Ms. Linda K. Whitley-Taylor, Chair, adjourned the meeting at 3:20 p.m.

Linda K. Whitley-Taylor, Chair  
Governance and Administration Committee