Academic Excellence and Student Success Committee

March 2024
Academic Excellence and Student Success Committee  
10:45 a.m.**  
March 21, 2024  
Roanoke Higher Education Center, Room 212, Roanoke, VA

DRAFT  
Agenda

- Call to Order  
  Ms. Jeanne Armentrout, Chair

- Approval of Agenda  
  Ms. Jeanne Armentrout, Chair

- Approval of Minutes  
  Ms. Jeanne Armentrout, Chair
  - November 30, 2023

- Presentation  
  Dr. Daniel Miner, Professor of Physical Therapy  
  Ms. Cassidy Gilmore, Waldron College Ambassador, Class of 2024
  - The Effects: Rock Steady Boxing on the Gait and Balance

- Academic Affairs Update  
  Dr. Bethany M. Usher, Provost and Senior Vice President for Academic Affairs
  - Points of Pride
  - Two-Year Plan/Mid Semester Update

- Faculty Senate Report  
  Dr. Kurt Gingrich, President, Faculty Senate

- Recommendations and Action Items  
  Dr. Bethany M. Usher, Provost and Senior Vice President for Academic Affairs
  - Recommendation to Approve Merger of Department of Geospatial Science and the Department of Geology into the Department of Geospatial and Earth Sciences (Attachment A)
  - Recommendation to Approve Resolution on Tenure Recommendations for 2024-25 (Attachment B)
  - Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook Language for Employment Classifications (Full-Time Temporary) (Attachment C)
Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook to be Consistent in the Use of the Ranking System in the Faculty Evaluation Procedures (Attachment D)

Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook for Employment Classifications (Special Purpose Faculty) (Attachment E)

Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook for Reappointment (Attachment F)

Information Items  
- Emeriti Faculty (Attachment G)  
- Promotions (Attachment H)

Other Business  
Ms. Jeanne Armentrout, Chair

Adjournment  
Ms. Jeanne Armentrout, Chair

** All start times for committee meetings are approximate. Meetings may begin either before or after the listed approximate start time as committee members are ready to proceed.

COMMITTEE MEMBERS  
Ms. Jeanne Armentrout, Chair  
Dr. Betty Jo Foster, Vice Chair  
Mr. Robert Archer  
Mr. George Mendiola  
Ms. Georgia Anne Snyder-Falkingham  
Dr. Kurt Gingrich, (Non-Voting Faculty Advisory Representative)
Meeting Materials
Items for Board Consideration

Increasing flexibility in FTT appointments

Creating uniform language in faculty evaluation procedures

Enabling the appointment of SPF for one, two, or three years

Clarifying when SPF are up for reappointment
2023 Faculty Morale Survey

Campus Environment Committee
Jake Fox (Chair)               Judy Smith (Secretary)
JC Cook                        Brent Webb
Jeannine Everhart              Maneesh Thakkar
I-Ping Fu                      Lisa Aker
Denise Bernardini              Christi Callahan
Ian Barland                    *special thanks to Sallie Beth Johnson
2023 Faculty Morale Survey

Questions showing statistically significant declines

Provost
Department/College Collegiality
Communication from Faculty Senate
Roanoke Learning Site Facilities and Merger Issues
2023 Faculty Morale Survey

Questions showing statistically significant increases

President
Board of Visitors
Report from Faculty Senate

Questions?
RESOLUTION TO MERGE THE DEPARTMENT OF GEOSPATIAL SCIENCE AND THE DEPARTMENT OF GEOLOGY INTO THE DEPARTMENT OF GEOSPATIAL AND EARTH SCIENCES

WHEREAS, Faculty Senate approved the merger of the Department of Geospatial Science and the Department of Geology; and

WHEREAS, Faculty in the Department of Geospatial Science and in the Department of Geology have approved a proposal to merge the departments to form the Department of Geospatial and Earth Sciences; and

WHEREAS, the change to the proposed departmental structure has a net-neutral effect on the budget;

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Student Success Committee recommends that the Board of Visitors approves merger of the Department of Geospatial Science and the Department of Geology; and furthermore approve naming the merged unit as the Department of Geospatial and Earth Sciences;

BE IT FURTHER RESOLVED, that the President and/or designee(s) are hereby authorized to submit any and all documentation that may be required to receive approval of the name change to the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

Motion to Approve the Merger of the Department of Geospatial Science and the Department of Geology into the Department of Geospatial and Earth Sciences

Referred by: Curriculum Committee

MOTION:

The Faculty Senate approves the merger of the Department of Geospatial Science and the Department of Geology into the Department of Geospatial and Earth Sciences. See the SCHEV proposal to change the administrative structure in the Appendix.
RATIONALE:

Due to recent and upcoming retirements, the Department of Geology will consist of two faculty members (three if we are successful in a current search) and the Department of Geospatial Science will have four faculty members come Fall 2024. To create a more productive and efficient administrative structure, we propose merging these two departments into one unit starting in Fall 2024.

The Department of Geospatial Science in coordination with the Department of Geology are proposing the “Department of Geospatial and Earth Sciences” as the name of the department because of the change in administrative structure. This name reflects the unique position of Geospatial Science in the Commonwealth; it is the only undergraduate program in Virginia. The name also reflects that the field of geology has shifted away from traditional oil and gas and mining and toward engineering and environmental work – infrastructure, natural disasters, water, sea level rise, environmental clean-up, etc. Our students will have to understand the Earth as a system within their future employment. Additionally, the term “Earth Sciences” reflects opportunity for curricular developments that we hope will come about by the merger of these faculty under one umbrella.

This administrative combination will result in small budget savings associated with one fewer chair stipend and 12 credit hours per year fewer course releases. All the current programs from the two departments will be offered under the Department of Geospatial and Earth Sciences.

The faculty from both departments met in a joint curriculum committee meeting and unanimously approved the merger and new department name. The Artis College faculty and Curriculum Committee also unanimously approved the proposed change.
RESOLUTION OF TENURE RECOMMENDATIONS

WHEREAS, the tenure-track faculty are appointed initially on one-year contracts and throughout the probationary period, which is normally six years, they are subject to reappointment annually upon recommendation by the Department Personnel Committee, the Department Chair, the College Dean, the Provost, and the President; and

WHEREAS, no later than the beginning of the fall semester of the sixth year of full-time appointment, tenure-track faculty are notified by their Department Chairs of their eligibility for consideration for award of tenure and candidates for tenure must submit to their Department Personnel Committees pertinent information regarding their qualification for tenure, including a statement justifying the granting of tenure, all past performance evaluations, including a summary of student evaluations and any peer evaluations, a current curriculum vita, and any other relevant documentation; and

WHEREAS, criteria for the award of tenure include: the continuing need for the individual’s expertise; the individual’s teaching effectiveness; effectiveness as an advisor; professional development; participation in University co-curricular activities; committee work; cooperation with colleagues; and contributions towards the objectives of the department, college, and University; and

WHEREAS, upon consideration of the candidate’s achievement of the above criteria, the Department Personnel Committee submits its recommendation to the Department Chair, who in turn submits his or her recommendation to the College Dean. The Dean submits his or her recommendation to the Provost, and the Provost submits their recommendation in each case to the President. At each stage, the recommendation is added to the previous recommendations, and all are transmitted to the next level. Copies of each recommendation, together with justification, are sent to the faculty member, who has the right to appeal negative recommendations to the Faculty Grievance Committee; and

WHEREAS, the final authority for awarding or denying tenure lies with the Board of Visitors and all of the faculty members listed below have met the criteria for award of tenure;

ARTIS COLLEGE OF SCIENCE AND TECHNOLOGY

Name                                      Department
Sarah Lorraine Foltz  Department of Biology
Tara Anne Pelletier      Department of Biology
Chet Bhatta   RUC-Department Biology
**COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT**

<table>
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**COLLEGE OF HUMANITIES AND BEHAVIORAL SCIENCES**

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<tr>
<td>Sean M. Keck</td>
<td>Department of English</td>
</tr>
<tr>
<td>Geoffrey N. Pollick</td>
<td>Department of Philosophy and Religious Studies</td>
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<tr>
<td>Zehui Dai</td>
<td>School of Communication</td>
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**COLLEGE OF NURSING**

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<tr>
<td>Christi L. Callahan</td>
<td>College of Nursing</td>
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**COLLEGE OF VISUAL AND PERFORMING ARTS**

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<tr>
<td>Denise R. Bernardini</td>
<td>Department of Music</td>
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<tr>
<td>Matthew T. Cataldi</td>
<td>Department of Music</td>
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<td>David Clay Rivers</td>
<td>Department of Music</td>
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**WALDRON COLLEGE OF HEALTH AND HUMAN SERVICES**

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<td>Daniel G. Miner</td>
<td>RUC – Department of Physical Therapy</td>
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**THEREFORE, BE IT RESOLVED.** It is recommended that the Academic Excellence and Student Success Committee recommend that the Board of Visitors approves the faculty Tenure recommendations listed above to become effective the beginning of the 2024-2025 academic year.
RESOLUTION TO AMEND THE
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, all proposed changes to the Teaching and Research Faculty Handbook must be managed in accord with §5.0 of that handbook; and

WHEREAS, the authority to amend or revise the Faculty Handbook lies with the Board of Visitors. However, proposals for revising the Handbook may be initiated by faculty, administrators, the President, or members of the Board of Visitors. Revisions fall into two categories: (1) those required to ensure that the University is in compliance with state policies and mandates, and (2) those within the purview of the decision-making processes within the University; and

WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it; and

WHEREAS, revisions within the purview of the decision-making processes in the University Internal Governance system will be considered by appropriate committees as defined by the Internal Governance system. Proposals for changes will be made in the form of text intended to replace a portion of the Teaching and Research Faculty Handbook, noting new language and striking out the old language; and

WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the Teaching and Research Faculty Handbook, Section 1.1.4: Full Time Temporary Faculty of the Teaching and Research Faculty Handbook as hereby amended. Said sections are to now read as follows (additions are in red):
Motion to Revise T&R Faculty Handbook Language for Teaching and Research Faculty Employment Classifications (Full-Time Temporary)

**Referred by:** Faculty Issues

**MOTION:**

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.1.4 of the T&R Faculty Handbook.

Full-time temporary faculty positions are authorized to supplement the faculty of a department whenever full-time teaching faculty are needed but a tenure-track position is not available. Full-time temporary faculty hold appointments for one year terms without eligibility for tenure; where authorized by the Provost, appointments may be renewed for up to a maximum of three years as described in section 1.5 of this Handbook. Such appointments carry rank without the opportunity for promotions and carry full benefits. A terminal degree consistent with accreditation criteria of the discipline and the Southern Association of Colleges and Schools is generally required for a full-time temporary appointment. Specific duties and assignments of full-time temporary faculty are given in their letter of appointment.

In the event that a full-time temporary faculty member is subsequently hired in a tenure-track position, his or her probationary period is subject to the policies described in section 1.6 of this Handbook.

**RATIONALE:**

This motion provides more flexibility for departments reliant on FTT faculty to fill immediate, short-term needs. Eliminating the requirement of “one year terms” allows for FTT to be hired for a single semester, as well as for an entire academic year.
RESOLUTION TO AMEND THE
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, all proposed changes to the *Teaching and Research Faculty Handbook* must be managed in accord with §5.0 of that handbook; and

WHEREAS, the authority to amend or revise the Faculty Handbook lies with the Board of Visitors. However, proposals for revising the Handbook may be initiated by faculty, administrators, the President, or members of the Board of Visitors. Revisions fall into two categories: (1) those required to ensure that the University is in compliance with state policies and mandates, and (2) those within the purview of the decision-making processes within the University; and

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WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, Section 1.4.1.4.1: Faculty Evaluation Procedures of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows (additions are in **red**):

______________________________________________________________________________
Motion to Revise T&R Faculty Handbook Language to be Consistent in the Use of the Ranking System in the Faculty Evaluation Procedures

Referred by: Governance

MOTION:

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.4.1.4.1 of the T&R Faculty Handbook.

1.4.1.4.1 Evaluation Procedures for Tenured and Tenure-track Faculty

1. By August 15, each returning faculty member shall submit to the Department Chair a Faculty Annual Report, which includes specific information concerning the faculty member's significant activities for the past academic year in the areas of teaching, professional contributions, and university service, and a brief statement of what the faculty member hopes to accomplish in each area for the upcoming academic year. A brief description of the workload of the faculty member, including factors which might influence faculty performance, such as overloads, number of class preparations, graduate hours taught, independent studies, supervision of interns, off-campus assignments, etc. should be included.

2. Annually, the Department Chair shall prepare evaluations of all faculty based on the activities of the previous academic year for teaching and university service and the past three years for scholarly and professional activities. The Department Chair shall use the three previous years’ student evaluations in the annual teaching evaluation of each tenured faculty member. For example, the 2001-02 annual evaluation shall include student evaluations of teaching from 1999-2000, 2000-01, and 2001-02. Numerical data from student ratings should be evaluated in context. Chairs should consider a variety of factors that influence student ratings; these may include the number and level of students in the course being evaluated, whether the course is required, the difficulty of the subject matter, the rigor of course requirements, and written student comments. Chairs (and personnel committees) will specify the criteria used in addition to student evaluations and indicate their weighting in the evaluation.

For the evaluation of tenure-track faculty members, it is also important that the Department Chair consider the previous year’s recommendations and supporting justifications for reappointment or non-reappointment provided by the Personnel Committee.
The evaluation shall include:

a. strengths and/or weaknesses within the categories of teaching, professional contributions, and university service, citing examples;

b. a description of performance for each category of evaluation, using the terms outstanding, above expectations, meets expectations, meets expectations minimally, below expectations, or poor unacceptable;

c. an overall evaluation and written justification for the ratings assigned in each evaluation category;

d. an assessment of the faculty member’s progress towards the minimum criteria for eligibility for tenure and/or promotion, where appropriate.

If weaknesses are cited or if ratings below 3.5 appear in any of the three evaluation categories, the Department Chair shall include recommendations to the faculty member for improving performance.

3. A weighted average of the three categories (teaching, professional contributions, and university service) shall be used to determine the overall evaluation of each faculty member. The range of acceptable weights for each category is as follows, with the stipulation that the sum of the weights must equal 100%:

<table>
<thead>
<tr>
<th>Category</th>
<th>Range</th>
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</thead>
<tbody>
<tr>
<td>Teaching</td>
<td>40% - 75%</td>
</tr>
<tr>
<td>Professional Contributions</td>
<td>15% - 40%</td>
</tr>
<tr>
<td>University Service</td>
<td>5% - 30%</td>
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</tbody>
</table>

For faculty and Department Chairs who have reassigned time for university service, the minimal weights allowable for teaching and university service shall be commensurate with their reassigned time. Faculty who receive reassigned time for research or grant work shall have at least 30% of their evaluation in the category of Professional Contributions. Faculty who have externally funded reassigned time shall be entitled to an exception to these lower limits, to be determined in consultation with the Department Chair. Faculty who have reassigned time for administrative work shall have at least 25% of their evaluations in the category of University Service. Faculty with other special circumstances shall determine an appropriate range of weights to be assigned to each category of evaluation in consultation with their department chair.

Annually, each faculty member, in consultation with the Department Chair, determines the percentage value (within the prescribed range) for each evaluation category that will be used in her or his evaluation after the Chair’s final rating in each category is submitted to the individual faculty member.

Colleges and departments may make decisions regarding more specific expectations for faculty effort within these ranges and shall clearly communicate these expectations in writing to faculty at the beginning of the academic year.

The Department Chair shall assign a numerical value to the descriptive term that represents her or his assessment of a faculty member in each of the three evaluation categories, as follows:
A tenured faculty member whose overall evaluation rating falls below 3.0 or whose teaching rating falls below 3.0 is subject to post-tenure review which, after due process, may result in sanctions up to and including dismissal.

A faculty member’s overall evaluation will be determined as follows:

a. The numerical value assigned to each of the three evaluation categories will be multiplied by the weight previously determined for the category, e.g., a weighted percentage value of 40% - 75% will be used in the evaluation category “teaching.”

b. The numerical values thus obtained for the three evaluation categories will be added together to determine the faculty member’s overall evaluation.

For example: Assume that faculty member “X” elects to count “teaching” as 60% of her or his evaluation, “professional contributions” as 30%, and “University service” as 10%. If the Department Chair assigns this faculty member numerical ratings of 3.6 (above expectations) in teaching, 4.5 (outstanding) in professional contributions, and 2.7 (meets expectations minimally below expectations) in University service, the faculty member’s overall evaluation would be determined as follows:

- Teaching: $3.6 \times 0.60 = 2.16$
- Professional contributions: $4.5 \times 0.30 = 1.35$
- University service: $2.7 \times 0.10 = 0.27$

OVERALL RATING: 3.78 (above expectations)

**RATIONALE:**

The current handbook references two different ranking systems in the faculty evaluation procedures. They should align.
RESOLUTION TO AMEND THE
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, all proposed changes to the Teaching and Research Faculty Handbook must be managed in accord with §5.0 of that handbook; and

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WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it; and

WHEREAS, revisions within the purview of the decision-making processes in the University Internal Governance system will be considered by appropriate committees as defined by the Internal Governance system. Proposals for changes will be made in the form of text intended to replace a portion of the Teaching and Research Faculty Handbook, noting new language and striking out the old language; and

WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the Teaching and Research Faculty Handbook, Section 1.1.3: Special Purpose Faculty of the Teaching and Research Faculty Handbook as hereby amended. Said sections are to now read as follows (additions are in red):

______________________________________________________________________________
Motion to Revise T&R Language for Teaching and Research Faculty Employment Classifications (Special Purpose Faculty)

Referred by: Faculty Issues

MOTION:

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.1.3 of the T & R Faculty Handbook.

Special purpose faculty hold full-time or part-time appointments, subject to annual reappointment, without eligibility for tenure, and are subject to annual reappointment as described in section 1.5 of this Handbook. Special purpose faculty members can be reappointed to terms of one, two, or three years, pending approval of the Provost. Upon expiration of a special purpose faculty member’s term, continuation of employment is contingent upon the need of the service, the availability of funds, and performance that meets or exceeds expectations. Such appointments carry rank with opportunity for promotion and carry full or part-time benefits, except in cases of certain leaves. A terminal degree in the discipline is not required for appointment; however, special purpose faculty must hold an advanced degree consistent with the accreditation criteria of the discipline and the Southern Association of Colleges and Schools Commission on Colleges.

RATIONALE:

This motion allows for the possibility of multi-year appointments for special purpose faculty members.
RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE
MARCH 21, 2024

RESOLUTION TO AMEND THE
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, all proposed changes to the *Teaching and Research Faculty Handbook* must be managed in accord with §5.0 of that handbook; and

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WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it; and

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WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the *Teaching and Research Faculty Handbook, Section 1.5: Reappointment* of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows (additions are in red):

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Motion to Revise T&R Language for Reappointment

Referred by: Faculty Issues
MOTION:

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.5 of the T & R Faculty Handbook.

Teaching faculty subject to annual reappointment include tenure-track faculty, special purpose faculty, and those full-time temporary faculty hired with an option for renewal. Special purpose faculty are subject to reappointment at the end of their designated term.

RATIONALE:

This motion adjusts the reappointment process for special purpose faculty members, allowing for the possibility of multi-year appointments. As such, the intention is to replace an annual reappointment process for all SPF members with a reappointment process that occurs at the end of an individual SPF member’s designated term of service.
Based on recommendations from the Department Personnel Committee, the Department Chair, the College Dean, and the Provost, the President has awarded emeritus status to the following retired faculty members:

Professor Lisa Allison-Jones  Department of Public Health & Healthcare Leadership

Professor Robert Reese (Posthumous)  Department of Psychology

- Criteria for the awarding of emeritus faculty status are:
  - A minimum of ten years of service to Radford University;
  - Evidence of effective teaching; and
  - Significant professional contributions.

- The privileges and responsibilities attached to emeritus status include:
  - Use of the library;
  - Use of those athletic facilities available to regular faculty;
  - Use of a university computer account;
  - A Radford University identification card and special event discounts available with it; and
  - Attendance at University functions that are open to all regular faculty.
RADFORD UNIVERSITY  
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE  
MARCH 21, 2024

2023-2024 PROMOTIONS WITH SALARY INCREMENTs

The following Teaching and Research faculty members have been recommended for promotion by their respective Department Promotion Committees, Department Chairs, and College Deans and approved by the Provost and President.

**ARTIS COLLEGE OF SCIENCE AND TECHNOLOGY**

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Sarah Lorraine Foltz</td>
<td>Associate Professor</td>
<td>Department of Biology</td>
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<td>Tara Anne Pelletier</td>
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</tr>
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<td>Associate Professor</td>
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</tr>
<tr>
<td>Anthony M. Dove</td>
<td>Professor</td>
<td>Department of Mathematics and Statistics</td>
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**COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT**

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<td>Professor</td>
<td>RUC - Department of English</td>
</tr>
<tr>
<td>Brock W. Cutler</td>
<td>Professor</td>
<td>Department of History</td>
</tr>
<tr>
<td>Geoffrey N. Pollick</td>
<td>Associate Professor</td>
<td>Department of Philosophy and Religious Studies</td>
</tr>
<tr>
<td>Zehui Dai</td>
<td>Associate Professor</td>
<td>School of Communication</td>
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### COLLEGE OF NURSING

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Christi L. Callahan</td>
<td>Associate Professor</td>
<td>College of Nursing</td>
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<tr>
<td>Louise Ruth Coats</td>
<td>Senior Instructor</td>
<td>College of Nursing</td>
</tr>
<tr>
<td>Carey A. Cole</td>
<td>Associate Professor</td>
<td>College of Nursing</td>
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<tr>
<td>Eunyoung Lee</td>
<td>Professor</td>
<td>College of Nursing</td>
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<tr>
<td>Helen Inez Reed</td>
<td>Senior Instructor</td>
<td>College of Nursing</td>
</tr>
<tr>
<td>Judy B. Jenks</td>
<td>Associate Professor</td>
<td>RUC - College of Nursing</td>
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### COLLEGE OF VISUAL AND PERFORMING ARTS

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Denise R. Bernardini</td>
<td>Associate Professor</td>
<td>Department of Music</td>
</tr>
<tr>
<td>Matthew T. Cataldi</td>
<td>Associate Professor</td>
<td>Department of Music</td>
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<tr>
<td>David Clay Rivers</td>
<td>Associate Professor</td>
<td>Department of Music</td>
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### DAVIS COLLEGE OF BUSINESS AND ECONOMICS

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Daniel F. Farhat</td>
<td>Professor</td>
<td>Department of Economics</td>
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### UNIVERSITY LIBRARIES

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Lisa J. Vassady</td>
<td>Professor</td>
<td>McConnell Library</td>
</tr>
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WALDRON COLLEGE OF HEALTH AND HUMAN SERVICES

<table>
<thead>
<tr>
<th>Name</th>
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<th>Department</th>
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</thead>
<tbody>
<tr>
<td>Douglas Wright</td>
<td>Associate Professor</td>
<td>RUC – Department Clinical Health Professions-Respiratory Therapy</td>
</tr>
<tr>
<td>Daniel G. Miner</td>
<td>Associate Professor</td>
<td>RUC – Department of Physical Therapy</td>
</tr>
<tr>
<td>Kerry Fay Vandergrift</td>
<td>Professor</td>
<td>School of Social Work</td>
</tr>
</tbody>
</table>

It has been the practice of Radford University to recognize faculty promotions at the beginning of the next academic year with a salary adjustment according to rank. The following increments were approved by you and are recommended for 2024-2025 academic year.

- Promotion to Senior Instructor: $1,500
- Promotion to Assistant Professor: $3,500
- Promotion to Associate Professor: $5,500
- Promotion to Professor: $8,000
Minutes
Academic Excellence and Student Success Committee
1:45 p.m.
November 30, 2023
Kyle Hall, Room 340, Radford, VA

DRAFT
MINUTES

Committee Members Present
Ms. Jeanne Armentrout, Chair
Dr. Betty Jo Foster, Vice Chair
Mr. Robert A. Archer
Mr. George Mendiola, Jr.
Ms. Georgia Anne Snyder-Falkinham
Dr. Kurt Gingrich, (Non-Voting Faculty Advisory Representative)

Board Members Present
Dr. Debra McMahon, Rector
Mr. Marquett Smith, Vice Rector
Ms. Joann Craig
Mrs. Jennifer Wishon Gilbert
Mr. Tyler Lester
Mr. David A. Smith
Mr. James Turk

Others Present
Dr. Bret Danilowicz, President
Dr. Bethany Usher, Provost
Dr. Rob Hoover, Vice President for Finance and Administration
Dr. Angela Joyner, Vice President for Economic Development and Corporate Education
Dr. Susan Trageser, Vice President for Student Affairs
Ms. Penny Helms White, Vice President for University Advancement
Dr. Dannette Gomez Beane, Vice President for Enrollment Management and Strategic Communications
Ms. Karen Casteele, Secretary to the Board of Visitors and Special Assistant to the President
Ms. Susan Richardson, General Counsel, Radford University

Call to Order
Ms. Jeanne Armentrout, Chair, formally called the meeting to order at 1:37 p.m. in Room 340 of Kyle Hall.
Approval of Agenda
Ms. Armentrout asked for a motion to approve the November 30, 2023, agenda. Mr. George Mendiola so moved, Mr. Robert Archer seconded, and the motion was carried unanimously.

Approval of Minutes
Ms. Armentrout asked for a motion to approve the September 7, 2023 minutes of the Academic Excellence and Student Success Committee, as published. Mr. Robert Archer so moved, Dr. Betty Jo Foster seconded, and the motion was carried unanimously.

Presentation
Provost and Senior Vice President for Academic Affairs Bethany Usher led with a greeting to the Board of Visitors and with the introduction of Dr. Heather Keith and Dr. Paige Tan.

Dr. Paige Tan, Professor of Political Science, Dr. Heather Keith, Professor of Philosophy and Executive Director of Faculty Development, Caroline Sapp and Becca Holcombe, Students, presented on Wicked Problems. Faculty create signature assignments using active learning. The Wicked Problems Festival has grown from 100 students in 2021 to 472 students in 2023. Some of the Wicked Problems covered have been reducing food waste, homelessness, poverty and the Fentanyl Crisis.

Provost Usher then introduced Dr. Jeanne Mekolichick, Associate Provost for Research, Faculty Success and Strategic Initiatives. Dr. Mekolichick started by recognizing the grants team and presented an overview of grants from 2010 to 2023.

Academic Affairs Update
Provost Usher delivered a mid-semester update, beginning with sharing the new Academic Affairs Mission Statement: Radford University cultivates an inclusive, experiential learning environment that ignites lifelong curiosity, and empowers graduates to lead thriving communities through service, research and innovation.

Provost Usher discussed the updates that will coming soon within the REAL curriculum program, as well as the Tartan Transfer and how these updates will help students achieve so much more in their academic objectives. Having select people in place within her division will help Academic Affairs succeed with this goal. Dr. Jeanne Mekolichick will have the new title of Associate Provost for Research and Experiential Learning. Bufkin Baker will lead the searches for the Dean positions for the Davis College of Business and Economics and the College of Nursing. We will also hire an Assistant Provost for Faculty and Curriculum and Assistant Provost for Student Success. Searches are also ongoing for the position of Registrar and Director of Finance and Administration.

Provost Usher also discussed the Two-Year Strategic Plan for Academic Affairs.

Recommendations and Action Items
Provost Usher discussed the recommendation to approve revisions to the Teaching and Research Faculty Handbook Language to be Gender Neutral. A copy of the proposed resolution is attached hereto as Attachment A and is made a part hereof.
Provost Usher discussed the recommendation to approve revisions to the Teaching and Research Faculty Handbook Language for Employment Classifications (Tenured, Tenure-Track, Adjunct). A copy of the proposed resolution is attached hereto as Attachment B and is made a part hereof.

Provost Usher discussed the recommendation to approve revision to the Teaching and Research Faculty Handbook Language for Employment Classifications (Special Purpose). A copy of the proposed resolution is attached hereto as Attachment C and is made a part hereof.

Provost Usher discussed the recommendation to approve Merger of the Department of English and the Department of Foreign Languages and Literatures into the School of Writing, Languages and Literature. A copy of the proposed resolution is attached hereto as Attachment D and is made a part hereof.

Lastly, Provost Usher discussed the recommendation to approve the Discontinuation of the Doctor of Psychology in Counseling Psychology Program. A copy of the proposed resolution is attached hereto as Attachment E and is made a part hereof.

Ms. Armentrout asked if there were no objections that the motions would be voted on in a block vote. With no objections, Dr. Betty Jo Foster so moved, Mr. Robert Archer seconded, and the motion carried unanimously.

Information Items
Ms. Armentrout announced as an informational item the faculty member who was awarded emeritus status, Professor Walter Jaronski, in the Department of Physics. President Danilowicz noted the significance of this achievement and that it is recommended by faculty colleagues and approved by their chair, dean, the provost and the president.

Adjournment
With no further business to come before the Committee, Ms. Armentrout adjourned the meeting at 3:14 p.m.

Respectfully submitted,

Karen Montgomery
Executive Assistant to the Provost and Senior Vice President of Academic Affairs
RESOLUTION TO AMEND THE
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, All proposed changes to the Teaching and Research Faculty Handbook must be managed in accord with §5.0 of that handbook, and

WHEREAS, the authority to amend or revise the Faculty Handbook lies with the Board of Visitors. However, proposals for revising the Handbook may be initiated by faculty, administrators, the President, or members of the Board of Visitors. Revisions fall into two categories: (1) those required to ensure that the University is in compliance with state policies and mandates, and (2) those within the purview of the decision-making processes within the University, and

WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it, and

WHEREAS, revisions within the purview of the decision-making processes in the University Internal Governance system will be considered by appropriate committees as defined by the Internal Governance system. Proposals for changes will be made in the form of text intended to replace a portion of the Teaching and Research Faculty Handbook, noting new language and striking out the old language, and

WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors; and

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Research Committee recommends that the Board of Visitors approves, in accordance with §5.0 of the Teaching and Research Faculty Handbook, a universal update of the Teaching and Research Faculty Handbook to change all instances of gendered pronouns to use gender-neutral language. Said motion reads as follows:

____________________________________________________________________________

Motion to Revise the Teaching Responsibilities Language in the Teaching and Research Handbook
Referred by: Governance

MOTION:

This motion revises the language of the T&R Faculty Handbook to change gendered pronouns such as *he or she, she/he, his or hers, and himself/herself* to use gender neutral language such as *they, them, their,* and *themself.* A fully annotated version of the proposed updates (in red) are available in Appendix A on the Faculty Senate Motions web site.

RATIONALE:

This simple revision makes the handbook gender neutral, inclusive, and consistent in its language.
RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE

November 30, 2023

RESOLUTION TO AMEND THE
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, All proposed changes to the Teaching and Research Faculty Handbook must be managed in accord with §5.0 of that handbook, and

WHEREAS, the authority to amend or revise the Faculty Handbook lies with the Board of Visitors. However, proposals for revising the Handbook may be initiated by faculty, administrators, the President, or members of the Board of Visitors. Revisions fall into two categories: (1) those required to ensure that the University is in compliance with state policies and mandates, and (2) those within the purview of the decision-making processes within the University, and

WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it, and

WHEREAS, revisions within the purview of the decision-making processes in the University Internal Governance system will be considered by appropriate committees as defined by the Internal Governance system. Proposals for changes will be made in the form of text intended to replace a portion of the Teaching and Research Faculty Handbook, noting new language and striking out the old language, and

WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors; and

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Research Committee recommends that the Board of Visitors approves, in accordance with §5.0 of the Teaching and Research Faculty Handbook, Section 1.1.1, 1.1.2 and 1.1.5 of the Teaching and Research Faculty Handbook as hereby amended. Said sections are to now read as follows:

____________________________________________________________________________

Motion to Revise the Teaching Responsibilities Language in the Teaching and Research Handbook
Referred by: Faculty Issues

MOTION:

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.1.1, Section 1.1.2, and Section 1.1.5 of the T & R Faculty Handbook.

1.1.1 Tenured Faculty

Tenured faculty hold continuing full-time appointments following recommendation to and approval by the President as described in section 1.6 of this Handbook. Such appointments include rank with opportunity for promotion and carry full benefits, as outlined in the Personnel Information Manual, except in cases of certain leaves. With rare exceptions, a terminal degree consistent with accreditation criteria of the discipline and the Southern Association of Colleges and Schools Commission on Colleges is required for a tenured appointment.

1.1.2 Tenure-Track Faculty

Tenure-track faculty positions provide probationary appointments. Tenure-track faculty hold renewable, full-time appointments for one-year terms, subject to annual reappointment as described in section 1.5 of this Handbook. Such appointments carry rank with opportunity for promotion and carry full benefits, as outlined in the Personnel Information Manual, except in cases of certain leaves. A terminal degree consistent with accreditation criteria of the discipline and the Southern Association of Colleges and Schools Commission on Colleges is generally required for a tenure-track appointment.

1.1.5 Adjunct Faculty

Adjunct faculty positions supplement the faculty of a department wherever additional faculty are needed. Adjunct faculty include those employed for part-time teaching and those who serve a department or college in a significant capacity without compensation. Adjunct faculty hold appointments for three years, during which they are eligible for but not guaranteed teaching assignments, as defined by their letter of appointment, without eligibility for tenure; where authorized by the Dean and approved by the Provost and Vice President for Academic Affairs, adjunct appointments may be renewed. Such reappointments should be made anytime during the last semester of the previous appointment period. Appointments carry rank without the opportunity for promotion during the appointment period; however, promotion may be recommended at subsequent appointments subject to the Criteria for Awarding Rank at Appointment. Adjunct faculty members receiving compensation also receive limited benefits, as described in Personnel Information Manual. A terminal degree in the discipline is not required for appointment, but adjunct faculty must hold an advanced degree or equivalent credentials based on experience consistent with accreditation criteria of the discipline and the Southern Association of Colleges and Schools Commission on Colleges. Specific responsibilities of adjunct faculty are given in their letter of appointment.
In the event that an adjunct faculty member is subsequently hired in a tenure-track position, the time employed as an adjunct faculty member cannot count toward the probationary period.

RATIONALE:

This motion removes outdated information, as the Personnel Information Manual no longer exists.
RESOLUTION TO AMEND THE 
TEACHING AND RESEARCH FACULTY HANDBOOK

WHEREAS, All proposed changes to the Teaching and Research Faculty Handbook must be managed in accord with §5.0 of that handbook, and

WHEREAS, the authority to amend or revise the Faculty Handbook lies with the Board of Visitors. However, proposals for revising the Handbook may be initiated by faculty, administrators, the President, or members of the Board of Visitors. Revisions fall into two categories: (1) those required to ensure that the University is in compliance with state policies and mandates, and (2) those within the purview of the decision-making processes within the University, and

WHEREAS, revisions required to ensure that the University is in compliance with state policies and mandates, and that do not require a decision by University personnel, will be effected through an administrative update, with faculty being informed of the change and the reasons for it, and

WHEREAS, revisions within the purview of the decision-making processes in the University Internal Governance system will be considered by appropriate committees as defined by the Internal Governance system. Proposals for changes will be made in the form of text intended to replace a portion of the Teaching and Research Faculty Handbook, noting new language and striking out the old language, and

WHEREAS, it will be the Faculty Senate’s responsibility to ensure that the general faculty is provided time and opportunity to review the proposed change so faculty can communicate with their senators prior to any action by the Faculty Senate; and

WHEREAS, the Faculty Senate’s recommendations on proposed revisions to the Teaching and Research Faculty Handbook will be forwarded to and approved by the President. The Provost will forward the Faculty Senate’s recommendations to the Academic Excellence and Research Committee who will in turn make recommendations to the member of the full Board of Visitors; and

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Research Committee recommends that the Board of Visitors approves, in accordance with §5.0 of the Teaching and Research Faculty Handbook, Section 1.1.3 of the Teaching and Research Faculty Handbook as hereby amended. Said sections are to now read as follows:

Motion to Revise the Teaching Responsibilities Language in the Teaching and Research Handbook
Referred by: Faculty Issues

MOTION:

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.1.3 of the T & R Faculty Handbook.

1.1.3 Special Purpose Faculty

Special purpose faculty positions provide special faculty functions such as clinical supervision, writing instruction, or internship supervision. Special purpose faculty hold continuing, full-time or part-time appointments, subject to annual reappointment, without eligibility for tenure, and are subject to annual reappointment as described in section 1.5 of this Handbook. Continuation of employment is contingent upon the need of the service, the availability of funds, and performance that meets or exceeds expectations. Such appointments carry rank with opportunity for promotion and carry full or part-time benefits, as outlined in the Personnel Information Manual, except in cases of certain leaves. A terminal degree in the discipline is not required for appointment; however, special purpose faculty must hold an advanced degree consistent with the accreditation criteria of the discipline and the Southern Association of Colleges and Schools Commission on Colleges.

RATIONALE:

This motion aims to define faculty roles more clearly, aligning the description of SPF positions with how these positions function in practice. The inserted language is consistent with SPF contracts and the existing procedures for reappointment. The motion also removes outdated information, as the Personnel Information Manual no longer exists.
RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE

November 30, 2023

RESOLUTION TO MERGE THE DEPARTMENT OF ENGLISH AND THE DEPARTMENT OF FOREIGN LANGUAGES AND LITERATURES INTO THE SCHOOL OF WRITING, LANGUAGE, AND LITERATURE

WHEREAS, Faculty Senate approves the merger of the Department of English and the Department of Foreign Languages and Literatures into the School of Writing, Language and Literature; and

WHEREAS, Faculty in the Department of English and in the Department of Foreign Languages and Literatures have approved a proposal to merge the departments to form the School of Writing, Language, and Literature;

WHEREAS, the change to a the proposed departmental structure has a net-neutral effect on the budget;

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Student Success Committee recommends that the Board of Visitors approves merger of the Department of English and the Department of Foreign Languages and Literatures; and furthermore approve naming the merged unit as the School of Writing, Language and Literature;

BE IT FURTHER RESOLVED, that the President and/or designee(s) are hereby authorized to submit any and all documentation that may be required to receive approval of the name change to the State Council of Higher Education for Virginia (SCHEV) and the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).
RESOLUTION FOR DISCONTINUANCE OF THE DOCTOR OF PSYCHOLOGY
(PSY.D.) IN COUNSELING PSYCHOLOGY

WHEREAS, the Department of Psychology in the College of Humanities and Behavioral Sciences at Radford University proposes to discontinue the Doctor of Psychology (Psy.D.) in Counseling Psychology; and

WHEREAS, the purpose of the Doctor of Psychology (Psy.D.) in Counseling Psychology was to prepare persons interested in careers as psychologists in mental health settings and institutions where clinical supervision and the direct application of counseling, therapy, and psychological assessment are required, with a focus on rural mental health;

HOWEVER, the program only graduated between 3 and 5 students annually; and

WHEREAS, the Psy.D. program was resource intensive. A minimum of 5 graduate faculty were required to offer the program. To compete with other psychology doctoral training programs in the Commonwealth, Psy.D. students received full financial support across their first three years in the Program; and

WHEREAS, the loss of all but one Program faculty member occurred within a period of 12 months and Radford was not able to hire sufficient numbers of core Program faculty members to support the program long-term; and

WHEREAS, the Psychology Department intends to develop the existing Clinical-Counseling Specialization of the Psychology, M.S. to meet the critical shortage of rural mental health care professionals;

NOW, THEREFORE, BE IT RESOLVED, a decision has been made to discontinue the Doctor of Psychology (Psy.D.) in Counseling Psychology and remove it from the Radford University degree inventory; and it is further RESOLVED, that the President and/or his designee(s) are hereby authorized to submit any and all documentation that may be required to receive approval of the discontinuance of the program to the State Council of Higher Education of Virginia.
Proposed Intent to Discontinue
Radford University is proposing to discontinue the Graduate Program in Counseling Psychology (Psy.D.; CIP code: 42.2803). The doctoral Program is located in the College of Humanities and Behavioral Sciences.

Background
The Psy.D. Program in Counseling Psychology was initially offered at Radford University in Fall 2008. The purpose of the Program was to train doctoral level Counseling Psychologists and prepare them for licensure as Licensed Clinical Psychologists.
Between August of 2021 and August of 2022, 5 of 6 Program faculty either retired or resigned their positions, leaving one remaining faculty member to run the program. The Department of Psychology evaluated the long-term viability of the Program and determined that the Program should not continue. This decision was shared with College of Humanities and Behavioral Sciences leadership, the Office of the Provost, and the Office of the President, and the Department’s decision was supported.

Rationale for Intent to Discontinue
Two primary factors were considered in the decision to discontinue the Program. First, the Psy.D. program is resource intensive. To compete with other psychology doctoral training programs in the Commonwealth, Psy.D. students receive full financial support across their first three years in the Program (year four is a paid internship at an American Psychological Association accredited internship site). Second, the loss of all but one Program faculty member occurred within a period of 12 months. This loss of faculty, coupled with an unsuccessful attempt to recruit new Program faculty in the past year and the reality of existing budget constraints at the University, made it unlikely that the program would be able to successfully recruit a new Training Director and sufficient numbers of core Program faculty members to support the program long-term.

Critical Shortage Area
Doctoral-level Psychologists represent a critical shortage area in rural areas.

Teach-out Plan
The program currently has four cohorts of students enrolled. To support the teach out over the next four years, we hired a part-time faculty member to serve as the Program Training Director; reassigned a special-purpose, full-time faculty member to serve as core Program faculty; and hired a part-time faculty member to serve as core faculty. We anticipate having sufficient faculty resources in place to cover all course work, practicum supervision, and dissertation project supervision for the next four years. We do not anticipate any student will be delayed in graduation or incur additional costs as a result of the program closure.

“Stopped Out” Students
There are currently no stopped out students within the program.
End of Board of Visitors Materials