GOVERNANCE, ADMINISTRATION AND ATHLETICS COMMITTEE MEETING
4:30 P.M.
February 7, 2019
MARY ANN JENNINGS HOVIS MEMORIAL BOARD ROOM
THIRD FLOOR, MARTIN HALL, RADFORD, VA

DRAFT
MINUTES

COMMITTEE MEMBERS PRESENT
Dr. Rachel D. Fowlkes, Chair
Dr. Thomas Brewster
Mr. Gregory A. Burton
Ms. Lisa Throckmorton

COMMITTEE MEMBERS ABSENT
Ms. Georgia Anne Snyder-Falkinham, Vice-Chair

OTHER BOARD MEMBERS PRESENT
Mr. Mark S. Lawrence, Rector
Mr. Robert A. Archer, Vice Rector
Ms. Krisha Chachra
Dr. Susan Whealler Johnston
Ms. Nancy A. Rice
Ms. Myriah Brooks, Student Representative (Non-voting Advisory Member)

OTHERS PRESENT
Dr. Brian O. Hemphill, President
Ms. Karen Casteele, Secretary to the Board of Visitors and Special Assistant to the President
Dr. Kenna M. Colley, Interim Provost and Vice President for Academic Affairs
Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer
Ms. Wendy Lowery, Vice President for University Advancement
Ms. Kitty McCarthy, Vice President for Enrollment Management
Mr. Chad A. Reed, Vice President for Finance and Administration and Chief Financial Officer
Ms. Ashley Schumaker, Chief of Staff and Vice President for University Relations
Dr. Susan Trageser, Vice President for Student Affairs
Mr. Allen Wilson, Senior Assistant Attorney General, Commonwealth of Virginia
Other Radford University faculty and staff

CALL TO ORDER
Dr. Rachel D. Fowlkes, Chair, formally called the Governance, Administration and Athletics Committee meeting to order at 4:43 p.m. in the Mary Ann Jennings Hovis Memorial Board Room in Martin Hall.
APPROVAL OF AGENDA
Dr. Fowlkes asked for a motion to approve the February 7, 2019 agenda, as published. Ms. Lisa Throckmorton so moved, Dr. Thomas Brewster seconded, and the motion carried unanimously.

APPROVAL OF MINUTES
Dr. Fowlkes asked for a motion to approve the minutes of the December 6, 2018 meeting of the Governance, Administration and Athletics Committee, as published. Mr. Gregory A. Burton so moved, Ms. Lisa Throckmorton seconded, and the motion carried unanimously.

INFORMATION TECHNOLOGY REPORT
Vice President for Information Technology and Chief Information Officer Danny M. Kemp provided the Committee with an overview of the Information Technology Subcommittee structure for the Jefferson College of Health Sciences and Radford University merger. The Information Technology Subcommittee has five working groups, including: Administrative Applications; Academic Applications; Network and Infrastructure; Security; and User Support. A Jefferson College of Health Sciences Dataflow and Integration Points flow chart was presented, along with examples of the merger project tasks and weekly project tasks report that are tracked in Zoho Projects. Vice President Kemp also presented a network connectivity plan and information regarding the post-merger support provided by Radford University, Radford University staff at Community Hospital in Roanoke and the Carilion Technology Services Group (TSG). A copy of the presentation is attached hereto as Attachment A and made a part hereof.

INTERCOLLEGIATE ATHLETICS REPORT
Director of Athletics Robert Lineburg shared the Fall 2018 academic achievements of student-athletes with 73 percent finishing with a GPA of 3.0 or higher, 52 percent recording over a 3.4 GPA and 42 earning a 4.0 GPA. Mr. Lineburg also discussed the required benchmarks to receive the NCAA Division I academic unit distribution starting in 2019-2020. The three benchmarks include graduation success rate, federal graduation rates and academic performance rates. Continuing with his report, Mr. Lineburg reviewed the Athletics resource development with 912 current members in the Highlander Club and the overall revenue of $348,290 to date. The upcoming special events are Winter Celebration and Men’s and Women’s Basketball Alumni Weekend on February 23, Highlander Pride Weekend on April 25 - 27, RUBY’s Student-Athlete Awards Banquet on April 29 and the Graduation Cording Ceremony on May 10. A copy of the presentation is attached hereto as Attachment B and made a part hereof.

OTHER BUSINESS
Dr. Fowlkes discussed with the Committee that one of their most important tasks is to serve as the Nominating Committee for officers of the Board of Visitors. In order to facilitate the process, Dr. Fowlkes proposed a timeline for nominating Board officers to begin service on July 1, 2019. Dr. Fowlkes suggested that, as Chair, she would call for Rector and Vice Rector nominations from the Board members on April 8, 2019 and Board members will have until April 18, 2019, or 10 days as stated in the Bylaws, to respond. The Committee will meet on May 9, 2019 and finalize nominations to bring forward to the Board of Visitors meeting on May 10, 2019. Dr. Fowlkes asked for a motion to move forward with the proposed timeline. Ms. Throckmorton so moved, Mr. Burton seconded and the motion carried unanimously.
ADJOURNMENT

With no further business to come before the committee, Dr. Fowlkes asked for a motion to adjourn. Dr. Brewster made the motion, Ms. Throckmorton seconded, and the motion carried unanimously. The meeting adjourned at 5:39 p.m.

Respectfully submitted,

Ms. Sharon Ratcliffe, Executive Assistant to the Vice President for Information Technology and Chief Information Officer

Secretary to the Committee
Information Technology Subcommittee Update

RADFORD UNIVERSITY

Board of Visitors

February 7, 2019
JCHS Dataflow & Integration Points

PowerCAMPUS SIS

- PowerFAIDS
- Active Directory
- Blackboard LMS
- Galaxy System (ID Pics)
- CMC Clinicals
- PowerCAMPUS Self Service / CMC Clinicals
- Admissions Office
- Enrollment Management
- Registrars Office
- Starfish
- Vangent TRA 1098T

Source: Carilion Clinic
Primary Topical Areas

• Data Migration and System Consolidation
  – ERP System (Power Campus & Banner)
  – Learning Management System (Blackboard & D2L)
  – Student Advising (Starfish)

• Network & Infrastructure (Internet, WiFi, Phones, Email ...)

• User Support (Help Desk, Computers, Classrooms, Training ...)

• Security/Identity Management (Account Provisioning, Emergency Alerts ...)

Division of Information Technology

RADFORD UNIVERSITY
### Sample Task List in Zoho Projects

<table>
<thead>
<tr>
<th>TASK</th>
<th>OWNER</th>
<th>STATUS</th>
<th>START DATE</th>
<th>DUE DATE</th>
<th>PHASE</th>
<th>PRIORITY</th>
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<tbody>
<tr>
<td>- Confirm JCHS FacStaff in EntSys Data Pull from Banner</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Work with CE to update inventory for RU and JCHS assets</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Obtain GE Service Agreement and Share with Finance Committee (Ed)</td>
<td></td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

JCHS Radford Merger Project Technology Task Status
As of January 14, 2019

- On Hold - 36
- In Progress - 48
- Planning - 60
- Complete - 88
- Backlog - 114
<table>
<thead>
<tr>
<th>Work Group</th>
<th>Tasks</th>
<th>Resources</th>
<th>Status</th>
<th>Phase</th>
<th>Priority</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Applications</td>
<td>Create Jefferson faculty accounts in D2L</td>
<td>Ed Oakes</td>
<td>Backlog</td>
<td>TBD</td>
<td>High</td>
<td>03-Jun-19</td>
<td>07-Jun-19</td>
</tr>
<tr>
<td></td>
<td>Create sandbox courses for Jefferson faculty</td>
<td>Ed Oakes</td>
<td>Backlog</td>
<td>TBD</td>
<td>High</td>
<td>03-Jun-19</td>
<td>07-Jun-19</td>
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<tr>
<td></td>
<td>D2L training for Jefferson faculty</td>
<td>Ed Oakes</td>
<td>Backlog</td>
<td>TBD</td>
<td>Medium</td>
<td>03-Jun-19</td>
<td>01-Jun-20</td>
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<tr>
<td></td>
<td>Determine how Blackboard is populated Fall 2019/Spring 2020</td>
<td>Ed Oakes</td>
<td>Backlog</td>
<td>TBD</td>
<td>Phase I</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Develop Banner -&gt; Blackboard Data Load if Needed</td>
<td>Unassigned</td>
<td>Backlog</td>
<td>TBD</td>
<td>Phase I</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Library Technology</td>
<td>Determine if Radford IPs can be used in Roanoke</td>
<td>Todd Joyce</td>
<td>Planning</td>
<td>Phase I</td>
<td>High</td>
<td>29-Oct-18</td>
<td>25-Feb-19</td>
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<tr>
<td></td>
<td>Determine access needs for library resources</td>
<td>Ed Oakes</td>
<td>Planning</td>
<td>Phase I</td>
<td>None</td>
<td>04-Feb-19</td>
<td>01-Apr-19</td>
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<tr>
<td></td>
<td>Validate Library Plan for Loading Records into Catalog</td>
<td>Unassigned</td>
<td>Backlog</td>
<td>Phase I</td>
<td>None</td>
<td></td>
<td></td>
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<tr>
<td>Admin Applications</td>
<td>Make an FYI to IT Subcommittee</td>
<td>Backlog</td>
<td>Phase I</td>
<td>Medium</td>
<td></td>
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<tr>
<td></td>
<td>Create export from Banner of JCHS alumni for Raise's Edge</td>
<td>Backlog</td>
<td>Phase I</td>
<td>Medium</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Load Alumni Data from JCHS spreadsheet to RU Raise's Edge</td>
<td>Lisa Blackwell</td>
<td>Planning</td>
<td>Phase I</td>
<td>Medium</td>
<td>07-Jan-19</td>
<td>25-Jul-19</td>
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<tr>
<td>Ancillary Systems</td>
<td>RUPD James Perkins request for coding from Banner to feed Door</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Access imports</td>
<td>Planning</td>
<td>Phase I</td>
<td>None</td>
<td></td>
<td>07-Jan-19</td>
<td>01-Mar-19</td>
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<tr>
<td></td>
<td>Banner and PowerCampus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Creation of sharing, migration and testing environment</td>
<td>Lisa Blackwell</td>
<td>In Progress</td>
<td>Phase I</td>
<td>None</td>
<td>03-Jan-19</td>
<td>03-Jan-19</td>
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<tr>
<td></td>
<td>Creation of data migration and conversion test database</td>
<td>Lisa Blackwell, Marlow, Thomas W. (Mac)</td>
<td>Backlog</td>
<td>None</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>New and continuing student data migration for General Person, Admissions and Student data</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Creation of extract file format/mapping for General Person, AdmitCOok, Connie S.</td>
<td>Backlog</td>
<td>None</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Creation of PowerCampus extract process</td>
<td>James Kabath</td>
<td>In Progress</td>
<td>Phase I</td>
<td>None</td>
<td>07-Jan-19</td>
<td>16-Jan-19</td>
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<tr>
<td></td>
<td>Creation of Banner local tables for PowerCampus extract</td>
<td>James Kabath</td>
<td>In Progress</td>
<td>Phase I</td>
<td>None</td>
<td>07-Jan-19</td>
<td>16-Jan-19</td>
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<tr>
<td></td>
<td>Creation of Banner process to import PowerCampus extract to local tables</td>
<td>James Kabath</td>
<td>In Progress</td>
<td>Phase I</td>
<td>None</td>
<td>07-Jan-19</td>
<td>16-Jan-19</td>
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<tr>
<td></td>
<td>Creation of NOLI for import of Banner General, Admission and Student data</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Initial Banner load of authorized new and continuing student data migration</td>
<td>James Kabath</td>
<td>Planning</td>
<td>Phase I</td>
<td>None</td>
<td>07-Jan-19</td>
<td>04-Feb-19</td>
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<tr>
<td></td>
<td>Recurring PowerCampus extract of new and continuing student data</td>
<td>James Kabath</td>
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<td>Phase I</td>
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<td>07-Jan-19</td>
<td>04-Feb-19</td>
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<td>Cook, Connie S.</td>
<td>Planning</td>
<td>Phase I</td>
<td>None</td>
<td>07-Jan-19</td>
<td>08-Feb-19</td>
</tr>
</tbody>
</table>

Source: Zoho Projects
Network Connectivity Plan

Switches & Wiring Maintained by Carilion

Segregated VLAN

Radford Maintains Security and Traffic

1 GB Internet

Division of Information Technology
## Post Merger IT Support

### Radford University
- Administrative Systems
- Academic Systems
- RU Network & Infrastructure
- IT Security
- Technology Assistance

### RU Staff at Community Hospital (Roanoke)
- On-Site User Support
- Classroom, Lab & Computer Support
- End User Training

### Carilion Technology Services Group (TSG)
- Telephones
- Hospital Network
- Legacy Applications until Decommissioned

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
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<tr>
<td>Devices</td>
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<tr>
<td>Applications</td>
<td>45</td>
</tr>
<tr>
<td>Employees</td>
<td>260</td>
</tr>
<tr>
<td>Students</td>
<td>1100</td>
</tr>
</tbody>
</table>
Discussion
Service Catalog Update Project
- Work continues on the project to update, enhance and improve access to the DoIT Service Catalog.
- The new Service Catalog that will be housed in ServiceNow is slated to be available from ITOneStop and the DoIT website this spring.

Project Management Support
- The DoIT Strategic Plan updates continue with a plan to publish the new plan in May 2019.
- New features and customizations continue to be added to Zoho projects to meet the needs of DoIT project managers.

Identity Services
- Completed the annual user recertification for sensitive systems.

Walker Hall 279
- Planning work is underway to update the AV technology in Walker Hall 279.

New Classroom Podiums
- New height adjustable podiums were installed in Young 221 and Center for the Sciences M-70.

McConnell Library
- Installed two large LED TV monitors at main building entrance. These monitors will provide a map of the building and event information.

IMPACT Program Technology Enhancements
- Updated network connections at RU Corporate Park to accommodate space changes.
- Filled a technology specialist position to assist with technology needs of the IMPACT program.
- Enterprise Systems continues to work toward full automation of the Admissions process and registration.

Server Upgrades for Nursing Simulation Center Completed
- DoIT staff worked with the vendor and the Nursing Simulation Center staff to complete an upgrade to new server hardware for the simulation center in Cook Hall and Roanoke.

VMWare Hardware and Software Upgrades
- DoIT completed hardware and software upgrades to the VMWare virtualization infrastructure, upgrading to the latest software release as well as replacing eight older servers with four new higher performance servers.

Planning for Off-Campus Apartment Network Wiring
- DoIT is in the planning phase of a project to enhance network connectivity to the university managed off-campus apartments. DoIT is currently working to identify the exact scope of work to be prepared for upgrades during the summer of 2019.
Reed / Curie Wiring and AV Layouts

- DoIT staff are working closely with Capital Outlay and Construction as well as the contractor to coordinate the final wiring locations in Reed/Curie as well as final planning for the AV infrastructure for the building renovation project.

Printing Services

- Installed a Xerox Versant 180 digital color press to enhance productivity and media handling capabilities.
- Supported Admissions with: 3500 copies of Admitted Student 20-page booklets, Scholarship Certificates, 12,000+ Large Envelopes, and over 22,000 postcards and folding cards with addressed envelopes.

Technology Support Services Customer Service Enhancement Training

- On January 11th, all full time Technology Support Services employees will participate in a half-day training event devoted to improving customer service. DoIT trainers have designed this event in collaboration with the Human Resources Training and Development Coordinator. A range of topics including personal work preferences, what it means to work together as a team, defining our service baseline, and focusing on the customer perspective during every interaction will be covered.

OurTurn Sessions

- DoIT continues to collaborate with the Faculty Development Center and Center for Innovative Teaching and learning to offer training to faculty and staff during Our Turn. During the January Our Turn event, DoIT provided sessions including the following topics:
  - D2L – Advanced features in our learning management system for faster grading, plagiarism detection, quiz building, grammar checking, and learner statistics
  - Office 365 – OneDrive and O365 Groups
  - Microsoft Office - Excel and OneNote
  - Advanced iPad Features
  - Zoom Video Conferencing

Technology Support Services Statistics

- Processed 1,495 support requests between November 10 and January 7.
- 12 technology-training workshops were offered to provide faculty and staff with opportunities to enhance their technology skills.
- 770 web enabled video meetings were conducted between November 10 and January 9.

Banner 9

- Banner 9 Self Service implementation planning has begun.

English Language Culture Program

- Planning continues to design processes for the implementation of the new English Language Culture Institute.

Ellucian Ethos

- The Ellucian Ethos integration platform has been installed and ready for development activity.
JCHS Data Migration
- Development and testing has begun for the data migration to Banner for new and returning JCHS students.

Banner Payroll/HR/Budget Revitalization Project
- Work continues with the Ellucian consultant for improving business and technical processes in these Banner modules.

IMPACT Cybersecurity Program Completion
- The Information Security Officer (ISO) completed the IMPACT program’s year-long Cybersecurity certificate in November.
- Courses included cybersecurity fundamentals, penetration testing, network security and ethics. The ISO is using the knowledge gained from the courses to be more aware of the threat landscape and advance the University’s security program.

Computer Security Incident Response Team Guide
- The ISO formed the Computer Security Incident Response Team (CSIRT) to respond in the event of a major security incident. Examples of these major events include server compromise, systems outages due to malicious activities and data breaches.
- The CSIRT held a kick-off meeting to discuss roles, responsibilities and workflow of incident response.

Role Based Training
- DoIT redesigned the role-based training for systems and application administrators and published it as a course to the learning management system (Desire2Learn). This allows the administrators to take the course at their convenience rather than scheduling a face to face class.
- The ISO delivered the first role-based class to DoIT System Owners. System Owners are responsible for IT systems and oversee access, operation, backup and restoration of their systems. This class ensures System Owners are aware of their responsibilities.

Data and Information Management Program Mentoring
- Staff from DoIT mentored some Masters students in the Data and Information Management (DAIM) program. Two of these students utilized Splunk to analyze large data sets for the Division.
- The Splunk dashboards that were created by the students will be useful to the Division. One of the students will be hired as a student worker this semester to continue this work in Splunk.

Duo Two-Factor Authentication
- The mandatory enrollment process for active alumni accounts was rolled out on December 4, 2018 prompting alumni to enroll in Duo before logging into MyRU.
- The majority of active users have activated Duo on their account with over 15,400 accounts currently enrolled.
- New functionality was added to the Duo Management Portal for users to print a list of 10 backup passcodes that do not expire and can be used when registered devices are not available.
- Planning for securing the VPN, club accounts and other systems continues with the Duo project now slated for completion in spring 2019.
Intercollegiate Athletics
Agenda

• Academic Achievement
• Graduation Success Rate/Retention
• Competitive Excellence
• Resource Development
• Special Events
Fall 2018 Academic Achievement

73% of all Student-Athletes finished with a GPA of 3.0 or higher

52% of all Student-Athletes recorded over a 3.4 GPA (Dean’s List)

15/16 Athletic Programs earned a 3.0 GPA or better

3.7 GPA for WSOC & WXC

3.6 GPA for WLX, WTE, WVB

3.4 GPA for WGO & MTE

42 Student-Athletes earned a 4.0 GPA

7/16 Athletic Programs earned a 3.0 GPA or better
NCAA Division I Academic Unit - Graduation Success Rate

Required benchmarks to receive the NCAA Division I Academic Unit starting in 2019-2020:

1. Graduation Success Rate (GSR) of the average single year score of all student-athletes at the individual level equal to or greater than 90 percent.
2. Difference between student-athlete and student body Federal Graduation Rates (FGR) equal to greater than 13 percentage points.
3. Academic Performance Rate (APR) is equal to or greater than 985 based on average of single year scores for all teams.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Institution Data</th>
<th>Requirement Met</th>
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<tbody>
<tr>
<td>GSR</td>
<td>90%</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>94%</td>
<td></td>
</tr>
<tr>
<td>FGR</td>
<td>&gt;=13%</td>
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<td></td>
<td>SA FGR</td>
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<td>Student Body FGR</td>
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<td>Difference</td>
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<td>APR</td>
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## Competitive Excellence

### BIG SOUTH SASSER CUP STANDINGS

<table>
<thead>
<tr>
<th>Rank</th>
<th>Institution</th>
<th>Points</th>
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<tbody>
<tr>
<td>1</td>
<td>High Point</td>
<td>9.75</td>
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<tr>
<td>2</td>
<td>Campbell</td>
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<tr>
<td>3</td>
<td>Radford</td>
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<tr>
<td>4</td>
<td>Charleston Southern</td>
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<tr>
<td>5</td>
<td>USC Upstate</td>
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<tr>
<td>6</td>
<td>UNC Asheville</td>
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<tr>
<td>7</td>
<td>Presbyterian College</td>
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<tr>
<td>8</td>
<td>Winthrop</td>
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<tr>
<td>9</td>
<td>Longwood</td>
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<tr>
<td>10</td>
<td>Gardner-Webb</td>
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<tr>
<td>11</td>
<td>Hampton</td>
<td>2.25</td>
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</table>
Competitive Excellence

Current Standings:
Men’s Basketball
Women’s Basketball
Women’s Indoor Track and Field

Spring Sports Update:
Baseball
Softball
Men’s and Women’s Golf
Women’s Lacrosse
Men’s and Women’s Tennis
Resource Development

Fund Drive Year:
- Total New Pledges and Gifts to Highlander Club: $348,040
- Membership in Highlander Club: 912 members

Radford Sports Properties Revenue Update:
- Overall Revenue: $348,290
- Overall Percentage to Budget: 90% ($387,000)
- Cash Revenue Target: 86% ($290,000)
- Trade Revenue Target: 104% ($95,000)
  - $6K away from matching 2017-18 revenue

Licensing and Royalties:
- 4th Quarter of 2018 - $26,116.19 (27% coming from new Rowdy Red Collection)
- YTD - $82,758.01
Special Events

Winter Celebration
Men’s & Women’s Basketball Alumni Weekend  February 23

Highlander Pride Weekend  April 25, 26 and 27

RUBY’s Student-Athlete Awards Banquet  April 29

Graduation Cording Ceremony  May 10
Discussion
End of Board of Visitors Materials