



**RADFORD UNIVERSITY**  
**BOARD OF VISITORS**  
**MARTIN HALL - BOARD ROOM**  
**RADFORD, VIRGINIA**  
**9:00 A.M.**  
**SEPTEMBER 13, 2013**

**APPROVED**

**MINUTES**

**MEMBERS PRESENT**

Ms. Linda K. Whitley-Taylor, Rector  
Mr. Milton C. Johns, Vice Rector  
Ms. Mary Waugh Campbell  
Mr. Matthew B. Crisp  
Ms. Callie M. Dalton  
Ms. Sandra C. Davis  
Dr. Kevin R. Dye  
Mr. Michael S. Hurt  
Ms. Alethea "A.J." Robinson  
Ms. Ruby W. Rogers  
Ms. Georgia Anne Snyder-Falkinham  
Mr. Michael A. Wray  
Dr. Laura J. Jacobsen, faculty representative (non-voting, advisory member)  
Ms. Katrina Koussis, student representative (non-voting, advisory member)

**MEMBERS ABSENT**

Mr. Stephan Q. Cassaday  
Mr. Anthony R. Bedell

**OTHERS PRESENT**

President Penelope W. Kyle  
Mr. Richard Alvarez, Vice President for Finance & Administration and Chief Financial Officer  
Mr. Joe Carpenter, Vice President for University Relations and Chief Communications Officer  
Mr. Danny M. Kemp, Vice President for Information Technology and Chief Information Officer  
Dr. Sam Minner, Provost and Vice President for Academic Affairs

Dr. Deborah J. Robinson, Vice President for University Advancement  
Ms. Margaret McManus, University Auditor  
Mr. Kenneth J. Bonk, Associate Vice President for Student Affairs/Student Activities  
Ms. Lisa H. Ridpath, Associate Vice President for Finance & Administration  
Ms. Susan Trageser, Interim Associate Vice President for Student Affairs/Interim Dean of Students  
Ms. Christina Brogdon, Executive Director & Chief Human Resources Officer  
Ms. Michele N. Schumacher, Secretary to the Board of Visitors  
Radford University faculty, staff, and guests

Ms. Stephanie Hamlett, Senior Assistant Attorney General, Commonwealth of Virginia

Dr. James Burke, Performance Management Group  
Ms. Linda Pierce, Performance Management Group

### **CALL TO ORDER**

Ms. Linda K. Whitley-Taylor, Rector of the Board, called the meeting to order at 9:00 a.m. in the Board Room in Martin Hall.

### **APPROVAL OF AGENDA**

Ms. Whitley-Taylor asked for a motion to approve the September 13, 2013 meeting agenda as published. Ms. Sandra C. Davis made the motion and Ms. Georgia Anne Snyder-Falkinham, seconded the motion and the motion carried unanimously.

### **APPROVAL OF MINUTES**

Ms. Whitley-Taylor asked for a motion to approve the minutes of the July 17-18, 2013 Board Retreat, as published. Ms. Ruby W. Rogers made the motion and Ms. Mary W. Campbell seconded the motion, and the motion carried unanimously.

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

Dr. Laura J. Jacobsen, non-voting faculty advisory member of the Board reported on the COACHE Faculty Job Satisfaction Survey, specifically noting that in her presentation at the Academic Affairs Committee the previous day, she reviewed the results of the survey and that her presentation today would focus on the actions being proposed to address the areas identified in the survey as a weakness. A copy of Dr. Jacobsen's report is attached hereto as *Attachment A* and is made a part hereof.

Discussions ensued between the Board and Dr. Jacobsen regarding the results of the survey and any proposed actions to be undertaken. Ms. Whitley-Taylor requested that Dr. Jacobsen prioritize the actions that she thinks ought to be undertaken and provide the Academic Affairs

Committee of the Board at its November meeting with the top 5 areas in need of improvement to enhance faculty job satisfaction that were identified in the COACHE survey.

Ms. Whitley-Taylor thanked Dr. Jacobsen for her report.

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

Ms. Katrina Koussis, non-voting, student advisory member of the Board, reviewed with the Board the two initiatives that she will be working on this year, (1) student retention and graduation through the use of mid-term grades for all students, and (2) a club hub, a dedicated centralized location on campus where all clubs can maintain offices, hold meetings and collaborate. A copy of Ms. Koussis' report is attached hereto as *Attachment B* and is made a part hereof.

Ms. Whitley-Taylor thanked Ms. Koussis for her report.

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

Mr. Milton C. Johns, Vice Chair of the Academic Affairs Committee and Vice Rector, reported that the Committee met on Thursday, September 12, 2013. Mr. Johns noted that the Committee received a report from Dr. Laura Jacobsen, non-voting faculty advisory member of the Board that reviewed the results of the COACHE survey. He stated that the Committee also heard an enrollment report from Mr. James Pennix, Dean of Admissions, who apprised the Committee that for the 2013-2014 academic year Radford University enrolled 1,986 new freshmen bringing the total student enrollment to 9,928 students.

Mr. Johns also informed the Board that the Committee heard a report from Dr. Sam Minner, Provost and Vice President for Academic Affairs who updated the Committee on student retention, the search for a new Dean for the College of Business and Economics, and Radford's accreditation by the Southern Association of Colleges & Schools. In addition, Mr. Johns noted that Dr. Minner also reviewed with the Committee the initiatives proposed to be undertaken in Academic Affairs during 2013-2014 year.

He also stated that there were no action items for the Board.

Ms. Whitley-Taylor thanked Mr. Johns for his report.

### **REPORT FROM THE BUSINESS AFFAIRS AND MARKETING COMMITTEE**

Ms. Whitley-Taylor noted that she served as Interim Chair at the Committee meeting held on Thursday, September 12, 2013. She reported that the Committee heard a report from Ms. Margaret McManus, University Auditor, who presented an oral report on the university

discretionary fund for the quarter ended June 30, 2013, a 2012-2013 activity report, a 2013-2014 audit plan, a budget and staffing summaries for 2013-2014, a balanced scorecard for 2012-2013 and a follow-up audit status report.

Ms. Whitley-Taylor noted that the Committee received a capital projects update report from Mr. Richard Alvarez, Vice President for Finance and Administration & Chief Financial Officer. She also stated that Ms. Lisa Ridpath, Associate Vice President for Finance & Administration provided a summary of the unaudited revenue and expenditure activity for the year ending June 30, 2013. In addition, Ms. Whitley-Taylor informed the Board that Mr. Alvarez also reviewed University's 2014-2020 Six-Year Capital Outlay Plan, and requested approval of an amendment to the Plan which would allow the construction of new student intramural fields and a new indoor batting facility. She noted that Mr. Alvarez also reviewed the proposed budget for 2013-2014 with the Committee.

Ms. Whitley-Taylor then informed the Board that there were several action items that needed Board approval. Ms. Whitley-Taylor stated that the first action item was the approval of Radford University's Operating Budget for 2013-2014, and she recommended, on behalf of the Committee, that the following Resolution be approved:

***Approval of the Radford University 2013-2014 Operating Budget***

Mr. Matthew B. Crisp seconded the motion and the Resolution was unanimously adopted. A copy of the Resolution is attached hereto as ***Attachment C*** and is made a part hereof.

Ms. Whitley-Taylor stated that the next item was approval of the Radford University's 2013 Six-Year Plan, and she moved to recommend, on behalf of the Committee, that the following Resolution be approved:

***Approval of the Radford University's 2013 Six-Year Plan***

Mr. Johns seconded the motion and the Resolution was unanimously adopted. A copy of the Resolution is attached hereto as ***Attachment D*** and is made a part hereof.

Ms. Whitley-Taylor stated that the next item was approval of the Law Enforcement Mutual Aid Agreement, and she moved to recommend, on behalf of the Committee, that the following Resolution be approved:

***Approval to Sign a Law Enforcement Mutual Aid Agreement***

Ms. Sandra Cupp Davis seconded the motion and the Resolution was unanimously adopted. A copy of the Resolution is attached hereto as ***Attachment E*** and is made a part hereof.

Finally, Ms. Whitley-Taylor stated that the Board needed to approve the amendments to Radford University's Six-Year Capital Outlay Plan for 2014-2020, and moved to recommend, on behalf of the Committee, that the Board adopt a resolution that (1) changes the name of the Project

Priority 9 listed under the 2017-2018 Biennium from “Expand Intramural Fields” to “Expand Intramural Fields and Construct Indoor Batting Facility”, (2) increase the initial amount authorized to construct the intramural fields from \$3 million to \$7 million plus an additional \$1.5 million for the construction of the indoor batting facility, for a total authorization for the Expand Intramural Fields and Construct Indoor Batting Facility project of \$8.5 million using auxiliary nongeneral fund reserves, and (3) move this project from the 2017-2018 biennium to the current fiscal year of 2013-2014.

Ms. Georgia Anne Snyder-Falkinham seconded, and the Resolution was unanimously adopted. A copy of the Resolution is attached hereto as *Attachment F* and is made a part hereof.

Ms. Whitley-Taylor also reported that the Committee has requested that each of the Vice Presidents with revenue and expense responsibilities provide the Board a strategic outlook of the resource needs in their respective areas that align with the University’s and the Commonwealth’s strategic goals for 1, 3 and 6 year plans going forward.

#### **REPORT FROM THE GOVERNANCE AND ADMINISTRATION COMMITTEE**

Ms. Whitley-Taylor asked Dr. Kevin R. Dye as a member of the Committee to make the Committee report to the Board.

Dr. Dye reported that the Committee received an Intercollegiate Athletics Report from Mr. Robert G. Lineburg, Director of Intercollegiate Athletics, noting that Mr. Lineburg provided an overview of Team Athletics for fall 2013, updated the Committee on several athletic facility projects and personnel changes in Athletics. He also indicated that Mr. Lineburg reviewed the accomplishments of each team and highlighted the accolades of RU athletics for the 2012-2013 academic year.

He also stated that the Committee received an Information Technology Report from Mr. Danny Kemp, Vice President for Information Technology & Chief Information Officer, who provided an update on the activities and accomplishments in Information Technology since May 2013.

He noted that the Committee had one action item. He reiterated that the Committee, pursuant to the Radford University Bylaws, acts as the nominating committee for the Board of Visitors, and that the Committee, acting in that capacity, had approved a proposed slate of officers for election as Rector and Vice Rector of the Board of Visitors for 2013-2014, and presented on behalf of the Committee the following slate of officers:

Rector – Ms. Linda K. Whitley-Taylor  
Vice Rector – Ms. Mary Waugh Campbell

Dr. Dye asked for a motion to approve the following resolution:

BE IT RESOLVED, that the Board of Visitors of Radford University hereby elects Linda K. Whitley-Taylor as Rector for 2013-2014, and Mary Waugh Campbell as Vice Rector for 2013-2014.

Mr. Crisp so moved and Mr. Johns seconded, and the motion was unanimously adopted.

Ms. Whitley-Taylor thanked Dr. Dye for his report. She also thanked Mr. Johns for serving as Vice Rector for 2012-2013 and for his guidance and support over the last year, and stated that she is looking forward to working with Ms. Campbell as Vice Rector during the coming year.

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

Mr. Matthew B. Crisp, Chair of the Student Affairs Committee, reported that the Committee met on Thursday, September 12, 2013. Mr. Crisp noted that in Dr. Mark Shanley's absence Mr. Kenneth J. Bonk, Associate Vice President for Student Affairs/Student Activities, and Ms. Susan Trageser, Interim Associate Vice President for Student Affairs/Interim Dean of Students, had given the Student Affairs division report. He indicated that the Committee was updated on the Welcome Week Activities for 2013-2014 academic year, progress of the Step-Up Bystander Intervention Program, the fall 2013 residence hall capacity and the residence hall move-in process. Mr. Crisp noted that the Committee also received a report from Mr. Zachary McCoy, President of the Student Government Association (SGA), who updated the Committee on the various activities of the SGA and noted the key priorities of the SGA for this academic year (2013-2014).

Mr. Crisp indicated that there were no action items.

Ms. Whitley-Taylor thanked Mr. Crisp for his report.

### **REPORT FROM THE ADVANCEMENT/ALUMNI RELATIONS AND COMMUNICATIONS/MARKETING COMMITTEE**

Ms. Sandra C. Davis, Vice Chair of the Advancement/Alumni Relations & Communications/Marketing Committee, reported that the Committee met on Thursday, September 12, 2013 and reported that the Committee received a report from Mr. Joe Carpenter, Vice President for University Relations & Chief Communications Officer, on the activities in University Relations. Ms. Davis stated that Mr. Carpenter's report included an update on the branding and marketing request for proposals that was issued, as well as, a review of the goals and objectives in University Relations for the 2013-2014 year.

Ms. Davis also reported that the Committee received a report from Dr. Deborah Robinson, Vice President for University Advancement, which reviewed the final fundraising results for 2012-2013 and compared those results to the goals that had been set for that fiscal year. She also indicated that Dr. Robinson also reviewed the alumni activities from July 1, 2013 through

August 30, 2013, as well as, the proposed plan for University Advancement for 2013-2014 together with the proposed fundraising goals for 2013-2014. Ms. Davis noted that the Committee was informed that the fundraising goal was subject to change pending results of the constituent wealth screening that is to be undertaken with guidance provided by Marts & Lundy, the advancement consultants. .

Ms. Whitley-Taylor thanked Ms. Davis for her report.

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

Ms. Georgia Anne Snyder-Falkinham, liaison to the Radford University Foundation (Foundation), reported that the total assets in the Foundation are \$57.1 million of which \$41.9 are invested with Spider Management Group in Richmond. Ms. Snyder-Falkinham reported that the Foundation has hired a new comptroller. She also noted that the field work on the annual audit had been completed by Dixon, Hughes & Goodman, the Foundation's CPA. Ms. Snyder-Falkinham also indicated that discussions are ongoing in connection with the proposed childcare facility.

Ms. Whitley-Taylor thanked Ms. Snyder-Falkinham for her report.

### **PRESIDENT'S REPORT**

President Penelope W. Kyle reported to the Board on events and activities that had occurred at Radford University since the May Board meeting. President Kyle noted that the Fall Convocation for faculty and staff was held on August 22, 2013, at which time 50 new faculty members were introduced, six teaching and administrative faculty were recognized for exceptional performance, faculty members of the Million Dollar Circle were recognized together with the nine faculty members who together were awarded more than \$5.3 million from external resources to fund research, travel and educational outreach programs. In addition, Radford University's nominations for the 2014 State Council of Higher Education (SCHEV) Outstanding Faculty Awards were announced at the Fall Convocation.

President Kyle also updated the Committee on three activities/events held at Radford University during the summer months, specifically, Virginia Boys State, two Governors' Schools, one for the Humanities and one for the Visual and Performing Arts, and the College of Science and Technology's annual Summer Bridge Program. President Kyle noted that these events made a positive impression on many who had never been previously visited the Radford University campus.

President Kyle also reviewed the awards and recognitions that Radford University has received, since the May 2013 Board meeting, including having been named one of the "Best in the Southeast" in the Princeton Reviews' 2014 Best Colleges: Region by Region edition.

President Kyle also reported that she participated in joint press conferences with business leaders, legislators and university presidents for the *Grow by Degree Coalition* which released its 2013 policy agenda, titled "College, Knowledge and Jobs."

Finally, President Kyle reminded the Board that SCHEV and the Council of Presidents would be holding their September 2013 meetings at Radford University, on September 16 - 17, 2013. She noted that on September 17, 2013 it will be 100 years to the day that the first classes were held at the State Normal and Industrial School for Women at Radford.

Ms. Whitley-Taylor thanked President Kyle for her report.

### **OVERVIEW OF THE VIRGINIA FREEDOM OF INFORMATION ACT**

Ms. Stephanie Hamlett, Senior Assistant Attorney General, Commonwealth of Virginia, gave an oral presentation on the applicability of the Virginia Freedom of Information Act to meetings and actions of Board of Visitors of institutions of higher education in Virginia.

Ms. Whitley-Taylor thanked Ms. Hamlett for her presentation and emphasized its importance in light of the Board's fiduciary responsibilities.

### **BOARD OF VISITORS RESOLUTIONS**

Ms. Whitley-Taylor presented Resolutions honoring the four-retiring Board members: Ms. Nancy E. Artis, The Honorable J. Brandon Bell, II, Mr. Darius A. Johnson, and Ms. Wendy S. Tepper. She stated that Radford University was honored in the last few years to have had Ms. Artis, Mr. Bell, Mr. Johnson and Ms. Tepper on the Board of Visitors.

Ms. Snyder-Falkinham made the motion to approve the resolutions, and Ms. Rogers seconded, and the motion carried unanimously. Copies of the Resolutions are attached hereto as *Attachment G, Attachment H, Attachment I and Attachment J* and are made a part hereof.

### **PASSENGER RAIL SERVICE**

Ms. Whitley-Taylor also informed the Board that discussions are being held at the Department of Rail and Public Transportation concerning their "Draft 2013 Virginia Statewide Rail Plan". After discussion and motions duly made, the Board unanimously voted to send a letter from the Board to the Department of Rail and Public Transportation in support of the passenger rail service to either Radford, Virginia or Christiansburg, Virginia.

The Board took a brief recess at 11:15 a.m. Ms. Whitley-Taylor reconvened the meeting at 11:30 a.m.

## **CLOSED SESSION**

Mr. Milton C. Johns moved, pursuant to Section 2.2-3711(A)(1) of the Freedom of Information Act, that the Radford University Board of Visitors go into “Closed Session” for the discussion of personnel matters, more specifically relating to the performance evaluation, compensation, resignation and/or appointment of specific university employees and the performance or evaluation of specific Departments of Radford University which will necessitate the discussion, evaluation and performance of specific individuals. Ms. Mary W. Campbell seconded the motion. The motion was unanimously approved. The Rector specifically asked Dr. James Burke, Ms. Linda Pierce and President Kyle to attend the Closed Session. The non-voting advisory Board members, faculty, staff and guests left the meeting at this point. President Kyle left the closed session at 12:26 p.m. and re-entered the meeting at 2:01 p.m.

## **RECONVENED SESSION**

Following the Closed Session, the public was invited to return to the meeting. Rector Whitley-Taylor called the meeting to order and asked Mr. Johns to make the motion to return to open session. Mr. Johns made the motion to return to open session, Ms. Campbell seconded, and the motion carried unanimously. Mr. Johns read the following certification:

### **Certification of Closed Session**

WHEREAS, the Radford University Board of Visitors has convened a closed session 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 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.

A roll call vote was taken:

Vote: yes	Ms. Linda K. Whitley-Taylor	yes	Dr. Kevin R. Dye
yes	Mr. Milton C. Johns	yes	Mr. Michael S. Hurt
yes	Ms. Mary W. Campbell	yes	Ms. Alethea “A.J.” Robinson
yes	Mr. Matthew B. Crisp	yes	Ms. Ruby W. Rogers
yes	Ms. Callie M. Dalton	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Ms. Sandra C. Davis	yes	Mr. Michael A. Wray

### **CLOSED SESSION**

Mr. Johns then made a motion that, pursuant to Section 2.2-3711(A)(1) of the Freedom of Information Act, that the Radford University Board of Visitors return to “Closed Session” for the discussion of personnel matters, more specifically relating to the performance evaluation, compensation, resignation and/or appointment of specific university employees and evaluation and performance of Departments of Radford University which will necessitate the discussion, evaluation and performance of specific employees. Ms. Mary W. Campbell seconded the motion, and the motion was unanimously carried. The Rector specifically asked President Kyle to attend the closed session. The non-voting advisory Board members, faculty, staff, Dr. James Burke, Ms. Linda Pierce and guests left the meeting at this point.

### **RECONVENED SESSION**

Following the Closed Session, the public was invited to return to the meeting. Rector Whitley-Taylor called the meeting to order and asked Mr. Johns to make the motion to return to open session. Mr. Johns made the motion to return to open session, Ms. Campbell seconded, and the motion carried unanimously. Mr. Johns read the following certification:

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A roll call vote was taken:

Vote: yes	Ms. Linda K. Whitley-Taylor	yes	Dr. Kevin R. Dye
yes	Mr. Milton C. Johns	yes	Mr. Michael S. Hurt
yes	Ms. Mary W. Campbell	yes	Ms. Alethea “A.J.” Robinson
yes	Mr. Matthew B. Crisp	yes	Ms. Ruby W. Rogers
yes	Ms. Callie M. Dalton	yes	Ms. Georgia Anne Snyder-Falkinham
yes	Ms. Sandra C. Davis	yes	Mr. Michael A. Wray

**ADJOURNMENT**

With no further business to come before the Board, Ms. Whitley-Taylor, Rector, adjourned the meeting at 2:20 p.m.

Respectfully submitted,

Michele Nieroda Schumacher  
Secretary to the Board of Visitors