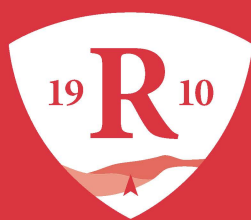


Academic Excellence and Student Success Committee

June 2024



Radford
UNIVERSITY



Academic Excellence and Student Success Committee

1:00 p.m. **

June 6, 2024

Kyle Hall, Room 340, Radford, VA

DRAFT
AGENDA

- **Call to Order** Ms. Jeanne Armentrout, *Chair*
- **Approval of Agenda** Ms. Jeanne Armentrout, *Chair*
- **Approval of Minutes** Ms. Jeanne Armentrout, *Chair*
 - March 21, 2024
- **Academic Affairs Update** Dr. Bethany M. Usher, *Provost and Senior Vice President for Academic Affairs*
 - Points of Pride
 - Two-Year Plan/Mid Semester Update
- **Information Item**
 - Emeriti Faculty (Attachment A)
- **Recommendations and Action Item**
 - Recommendation to Approve Resolution on Tenure Recommendation for 2024-25 (Attachment B)
 - Recommendation for Resolution Establish An Office of Graduate Affairs and the Dissolution of the College of Graduate Studies (Attachment C)
 - Recommendation for Resolution for Discontinuance of the M.A. Degree Designation in Criminal Justice (Attachment D)
 - Recommendation for Resolution for Discontinuance of the B.A. Degree Designation in Recreation, Parks and Tourism (Attachment E)

- Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook for Faculty Evaluation Policies in Section 1.4.1.1 (Attachment F)
- Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook for Faculty Evaluation Procedures for Special Purpose, Temporary, and Part-time Faculty in Section 1.4.1.4.2 (Attachment G)
- Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook for T & R Language for Tenure in Section 1.7 (Attachment H)
- **Faculty Senate Update** Dr. Kurt Gingrich, *Faculty Representative to the Board of Visitors*
- **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-Falkinham

Dr. Matt Close, (Non-Voting Faculty Advisory Representative)

Meeting Materials



Radford
UNIVERSITY

Academic Affairs Report





WELCOME

RADFORD UNIVERSITY

Academic Affairs Update Agenda

- Points of Pride
- Two-Year Plan Updates
- Plans for Roanoke: Building prospectus and academic programs
- Announcement: Emeritus Faculty
- Action Item: Tenure for Donna McCloskey
- Action Item: Graduate College transition to Office of Graduate Affairs
- Action Item: Program Closure
- Action Item: Teaching and Research Handbook Updates (3)
- Questions and Conversation



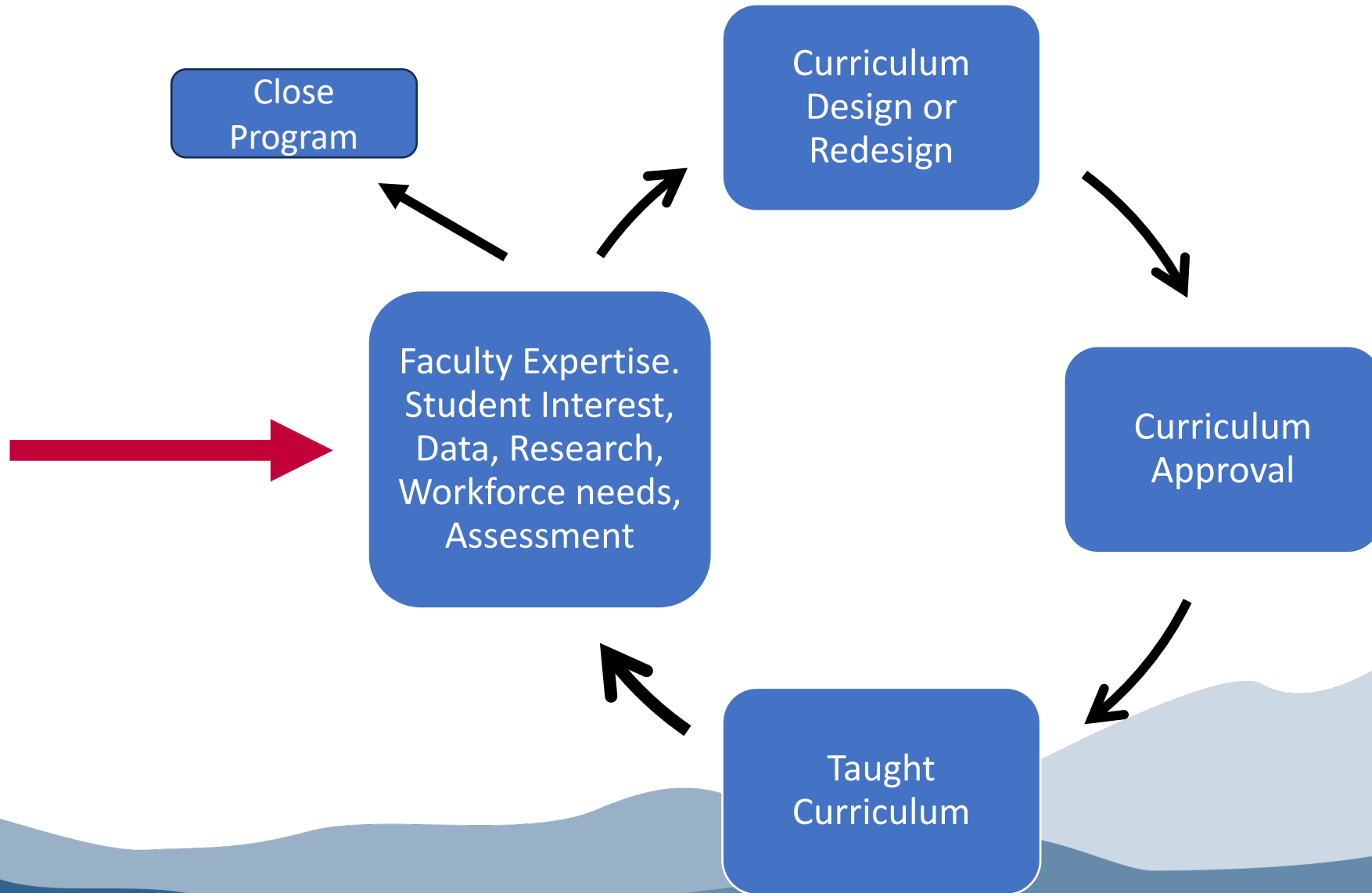
Points of Pride

- Athletic Training: 5-year Initial Accreditation from Commission on Accreditation of Athletic Training Education
- Virginia Board of Education, Advisory Board on Teacher Education and Licensure “Approved” status for all education programs
- Students in the graphic design program won a combined 11 awards at the regional ADDYs, the most of any university
- Highlander Works Grant Program launched, funding 25 summer internships
- Honors College hosted the Virginias Collegiate Honor Council
- Graduate College held the Highlander Blitz Competition
- McConnell Library hosted two exhibits by student artists: the Graduate Art Student Association’s newest Mini-Museum installation, *Paradox*; and Library Quotes by Professor Ken Smith’s graphic design students
- Five faculty-led study abroad programs this year
- Significant increase in grant submissions and awards (\$5.6M)

Two-Year Strategic Plan: Improve Academic Programming

Page 9 of 72

Curriculum Lifecycle

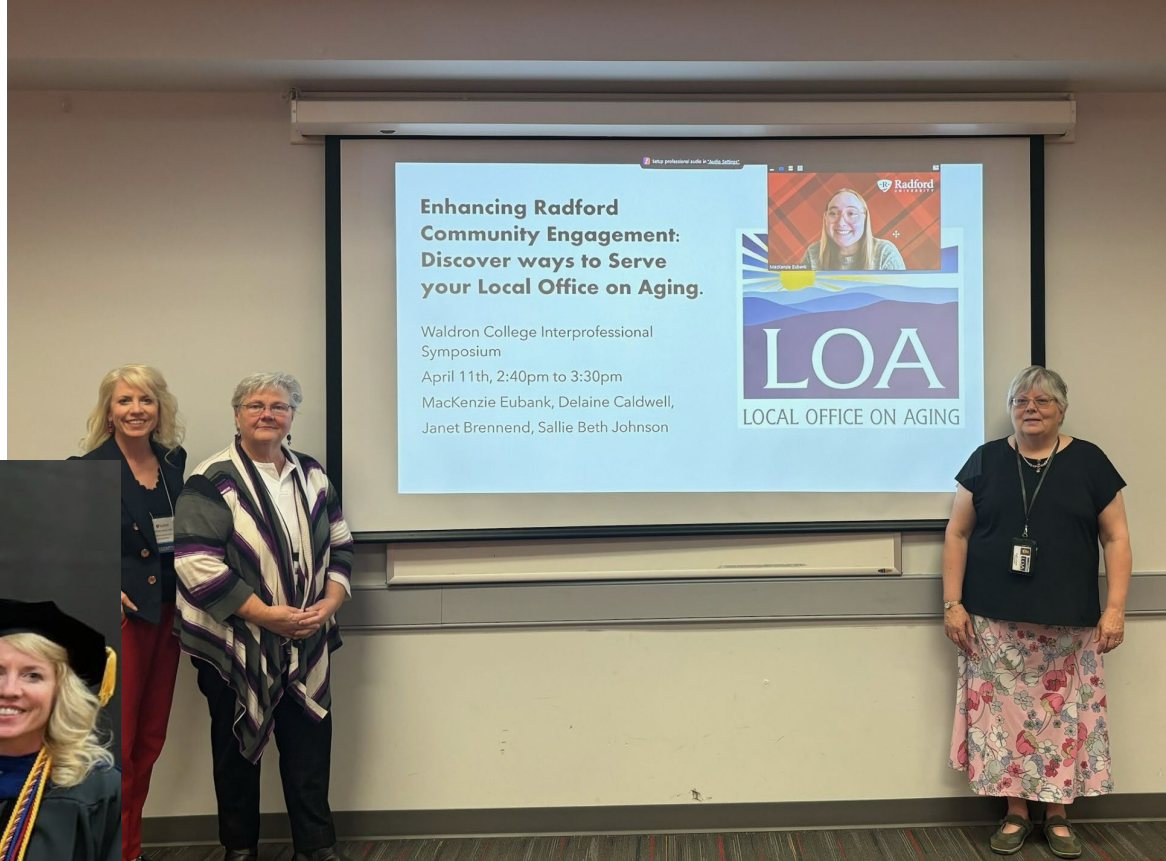


Student Presenters!

Shoutout to all the 454 students who shared their research and creative inquiry at this year's 33rd annual Student Engagement Forum!









RARE:

Radford Appalachian/Amazonian Research Expedition

Page 14 of 72



Two-Year Strategic Plan: Increase retention and progression rates

Page 15 of 72



Tartan Transfer

- 10 Virginia Community Colleges partnering with Radford
- Anticipate August signing



Page 16 of 72

Transfer Self Service Tool



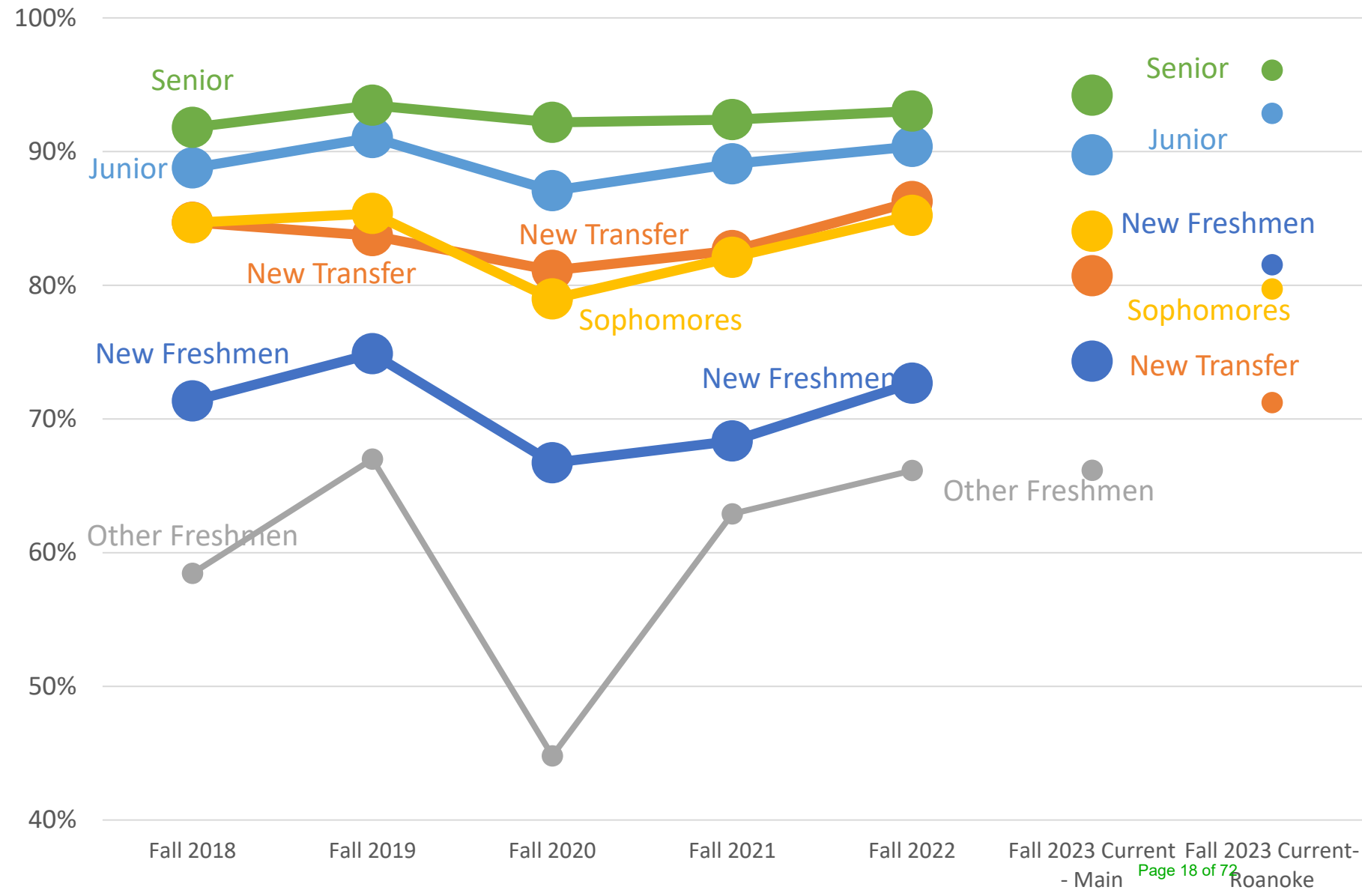
Our [Transfer Equivalency Self Service Tool](#) allows you to enter your coursework from other institutions and determine how your courses will most likely apply to your intended major at Radford University. You can input any courses you have already completed and view an unofficial degree audit based on how your credits transfer.

Create an account in the system in order for your information to be saved and record your password (we cannot reset it). If you do not create an account within the tool, download a PDF of your audit as it will not be saved in the system.



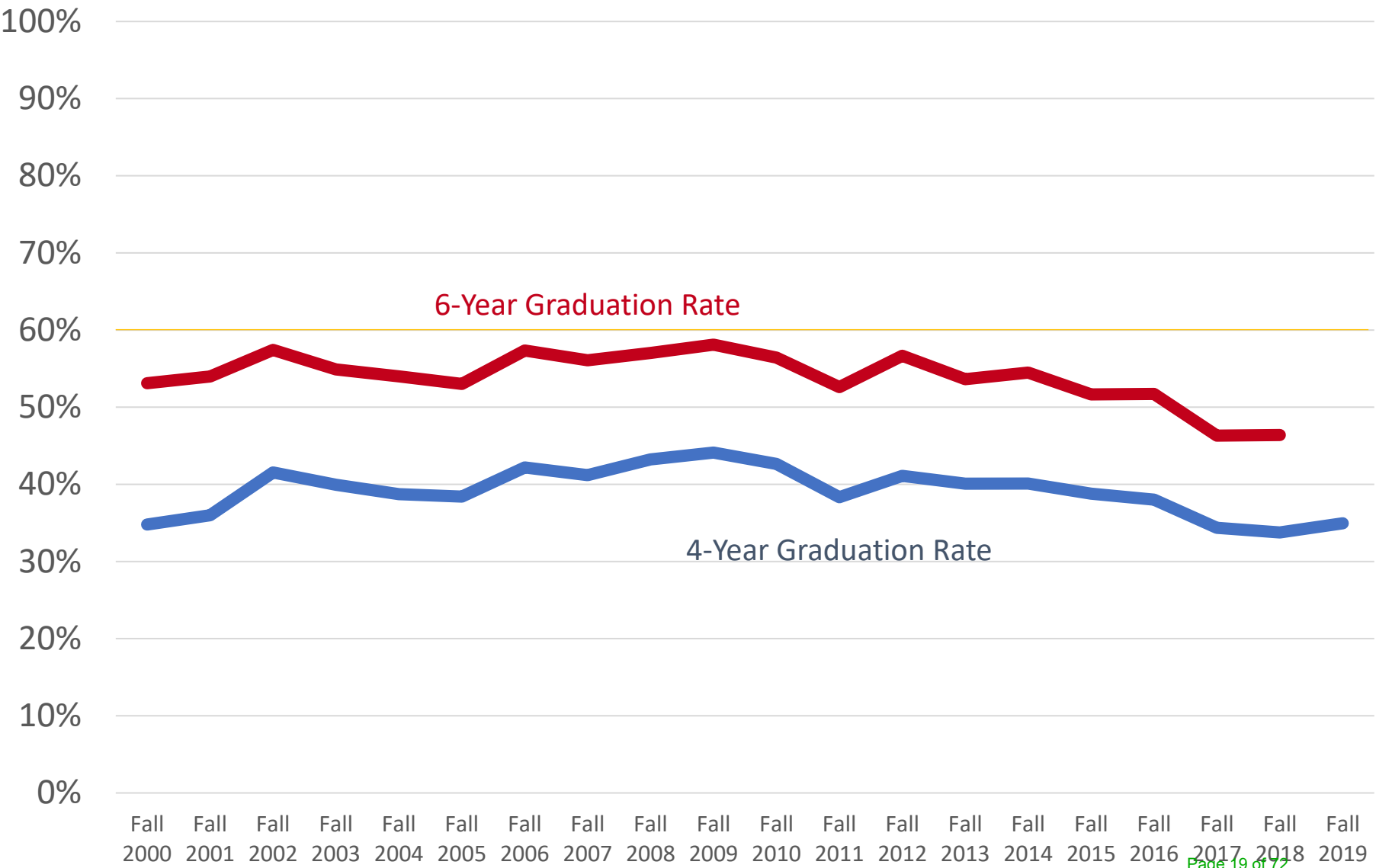
Registration and Preliminary Retention for Fall 2024

Fall 2018-Fall 2022 retention numbers are final and combine RU Main and RUC students. Fall 2023 number are separated by site and reflect registration by May 2024. Smaller dots reflect smaller student populations.





10-year Graduation Rates for First Time in College Freshmen



**Two-Year Strategic Plan:
Reposition academic
programs and
administration to increase
efficiency and effectiveness**

Page 20 of 72

Where we were in Fall 2023

Davis College of Business and Economics
Interim Dean
Angie Stanton

Waldron College of Health and Human Services
Dean Kenneth Cox

College of Education and Human Development
Dean Tamara Wallace

College of Humanities and Behavioral Science
Dean Matthew Smith

School of Nursing
Interim Dean
Wendy Downey

Provost and Senior Vice President
Bethany M. Usher

College of Graduate Studies
Dean Benjamin Caldwell

Research and Strategic Initiatives
Associate Provost
Jeanne Mekolichick

Budget Director
Vickie Taylor (retiring)
National search

Student Success
Assistant Provost
Open position
National search

University Registrar
Interim
Melissa Neal
Open position
National search

University Libraries
Interim Dean Laura Jacobsen

Faculty and Curriculum
Assistant Provost
Open position
Local search

Radford University @ Roanoke
Interim Associate Provost
Glen Maynew

Artis College of Science and Technology
Dean Steven Bachrach

College of Visual and Performing Arts
Interim Dean
Tim Channell



Dr. Donna Weaver McCloskey



Dean of the Davis
College of Business and
Economics

Starting July 2024

Where we will be in Fall 2024

Davis College of
Business and
Economics
Dean
Donna McCloskey

College of Education
and Human
Development
Dean Tamara Wallace

College of Nursing
Permanent Dean

College of Visual and
Performing Arts
Interim Dean
Tim Channell

Waldron College of
Health and Human
Services
Dean Kenneth Cox

College of
Humanities and
Behavioral Science
Interim Dean

Artis College of
Science and
Technology
Dean Steven Bachrach

Provost and
Senior Vice
President
Bethany M. Usher

Academic Affairs
Associate Provost
Jeanne Mekolichick

Student Success
Assistant Provost
Jerel Benton
June 2024

Faculty and
Curriculum
Assistant Provost
Jessica Stowell

Finance and
Administration
Director
Adam Neal

University Registrar
Katie Piper

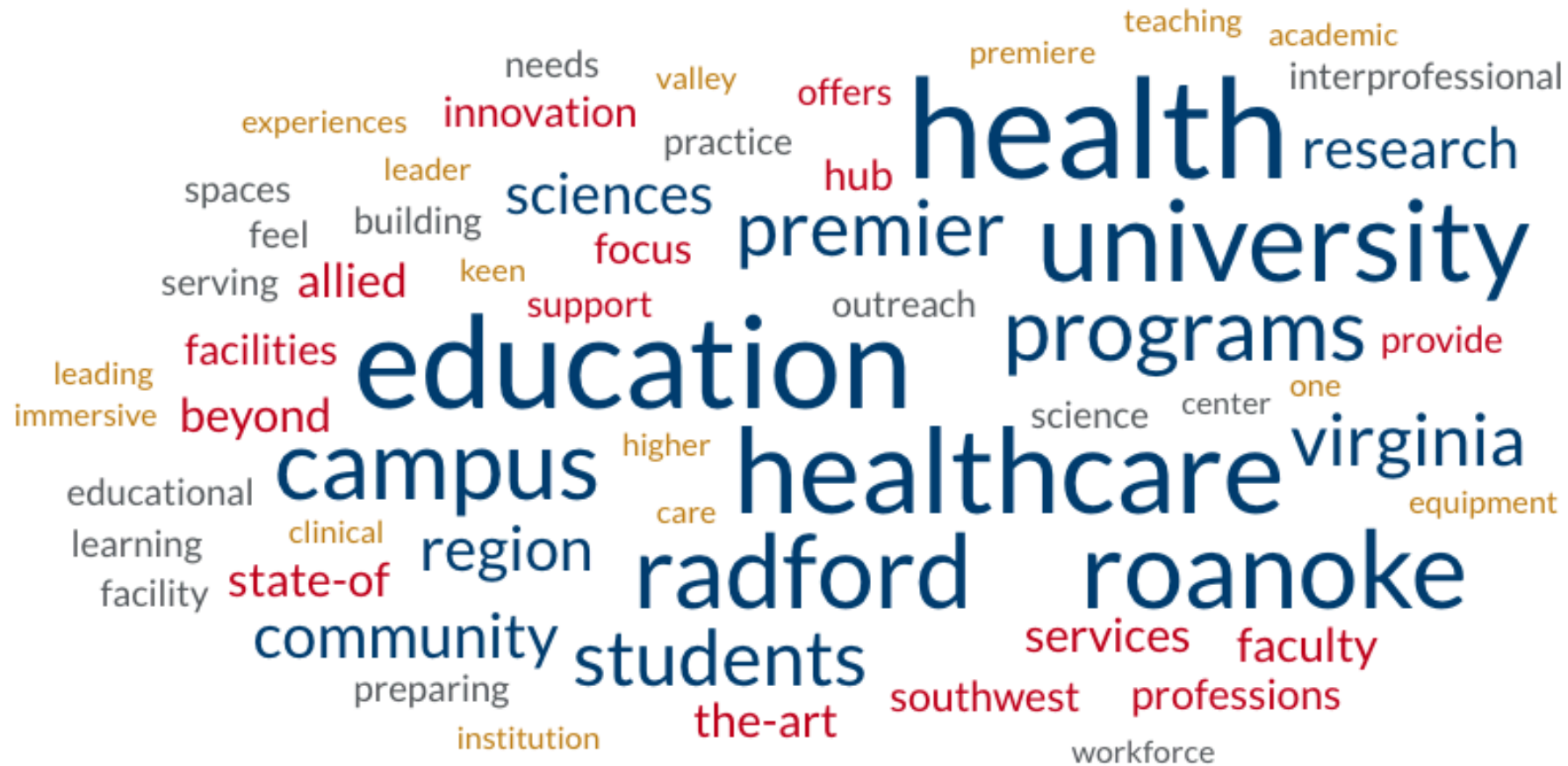
Radford University @
Roanoke
Assistant Provost
Glen Mayhew

Graduate Affairs
Interim Assistant Provost

Page 23 of 72

Planning for Radford University in Roanoke

Page 24 of 72



Radford University in Roanoke is committed to being the premier destination for health education in Virginia, providing a vibrant, student-oriented environment with state-of-the-art facilities and comprehensive services to foster excellence in teaching, research and community-engaged healthcare professions.

Healthcare+ Interprofessional Education and Practice

Roanoke Programs		Current Status	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Waldron						
Occupational Therapy, MOT/MSOT	Graduate Main and ROA	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only
Emergency Services, BS	FTIC ROA	FTIC ROA	FTIC ROA	FTIC ROA	FTIC ROA	FTIC ROA
Respiratory Therapy, BS	FTIC ROA	FTIC ROA	FTIC ROA	FTIC ROA	FTIC ROA	FTIC ROA
Pre-Nursing	FTIC Main	FTIC Main	FTIC Main	FTIC Main	FTIC Main	FTIC Main
Pre-Communication Science and Disorders	FTIC Main	FTIC Main	FTIC Main	FTIC Main	FTIC Main	FTIC Main
Pre-Social Work	FTIC Main	FTIC Main	FTIC Main	FTIC Main	FTIC Main	FTIC Main
Social Work, BSW	FTIC Main	FTIC Main	FTIC ROA	FTIC Main	FTIC Main	Year 3 and 4 in ROA
Social Work, MSW	Graduate in Main Only	Graduate in Main Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only
Communication Science and Disorders, BA/BS	FTIC Main	FTIC Main	FTIC ROA	Year 3 and 4 in ROA	Year 3 and 4 in ROA	Year 3 and 4 in ROA
Communication Science and Disorders, MS	Graduate in Main Only	Graduate in Main Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only
Doctor of Physical Therapy, DPT	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only
Physician Assistant, MS	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only
Nursing						
Prelicensure BSN	FTIC Both Campuses	FTIC Both Campuses	FTIC Both Campuses	FTIC Both Campuses	FTIC Both Campuses	FTIC Both Campuses
Family Nurse Practitioner, MSN	Hybrid ROA	Hybrid ROA	Hybrid ROA	Hybrid ROA	Hybrid ROA	Hybrid ROA
Artis						
Biomedical Sciences, BS	On Pause	On Pause	FTIC ROA	Year 3 and 4 in ROA	Year 3 and 4 in ROA	Year 3 and 4 in ROA
Medical Lab Sciences, BS/Undergraduate Certificate	Year 4 in ROA	Year 4 in ROA	FTIC ROA	Year 4 in ROA	Year 4 in ROA	Year 4 in ROA
CEHD						
Nutrition and Dietetics, BS	FTIC Main	FTIC Main	FTIC ROA	FTIC Main	Year 3 and 4 in ROA	Year 3 and 4 in ROA
Nutrition and Dietetics, MS	-	-	Graduate in ROA Only	-	Graduate in ROA Only	Graduate in ROA Only
CVPA						
Creative Arts Therapy, MA	Does not Exist	-	Graduate in ROA Only	-	Graduate in ROA Only	Graduate in ROA Only
Radford Online Programs		Current Status	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Waldron						
Healthcare Administration/Management, BS	Online	Online	Online	Online	Online	Online
Health Sciences, BS	Online	Online	Online	Online	Online	Online
Health Sciences, MS	Online	Online	Online	Online	Online	Online
Healthcare Administration, MHA	Online	Online	Online	Online	Online	Online
Public Health, BS	Online	Online	Online	Online	Online	Online
Doctor of Health Sciences, D.Hsci.	Online	Online	Online	Online	Online	Online
Social Work, MSW	Graduate in Main Only	Graduate in Main Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only	Graduate in ROA Only
Nursing						
RN to BSN	Online	Online	Online	Online	Online	Online
Family Nurse Practitioner, MSN	Hybrid ROA	Hybrid ROA	Hybrid ROA	Hybrid ROA	Hybrid ROA	Hybrid ROA
Nursing Administration, MSN	Online	Online	Online	Online	Online	Online
Doctor of Nursing Practice	Online	Online	Online	Online	Online	Online

Academic Program Planning for Radford U in Roanoke

		Existing programs to maintain or grow	Potential programs to establish or move	Future programs to consider
Graduate Programs		Physical Therapy, DPT Occupational Therapy, MOT/MSOT Physician Assistant, MS Family Nurse Practitioner, MSN	Social Work, MSW Communication Science and Disorders, MS Business Administration with Health focus, MBA Public Health, MPH (hybrid)	Social Work, DSW (mental health) Medical Science, DMsc Audiology, AuD Speech-Language Pathology, SLPD Nutrition and Dietetics, MS Creative Arts Therapy, MA Prosthetics and Orthotics, MS Radiology Emergency Management/EMS, MS Psychiatric/Mental Health Nurse Practitioner, MSN/PMHNP Nurse Anesthetist, DNAP/DNP Pharmacy, PharD Health Education, School Psychiatry, Behavioral Health Certificates Lifestyle Medicine Certificate
Upper Division Undergraduate		Emergency Services, BS Respiratory Therapy, BS Nursing, BS (both campuses) Medical Lab Sciences, BS Biomed/Biotech/Translational Biology, BA/BS	Social Work, BSW Communication Science and Disorders, BA/BS Nutrition and Dietetics, BS Public Health, BS Health Sciences/Allied Health Science/Pre-Health, BS (Hybrid)	Sonography, BS Dental Hygiene, BS Healthcare Humanities Trauma Nursing/Nurse Midwife/Forensic Nurse certification Substance abuse and behavior abuse counseling
Community College transfer	Freshman admit to Radford Main			

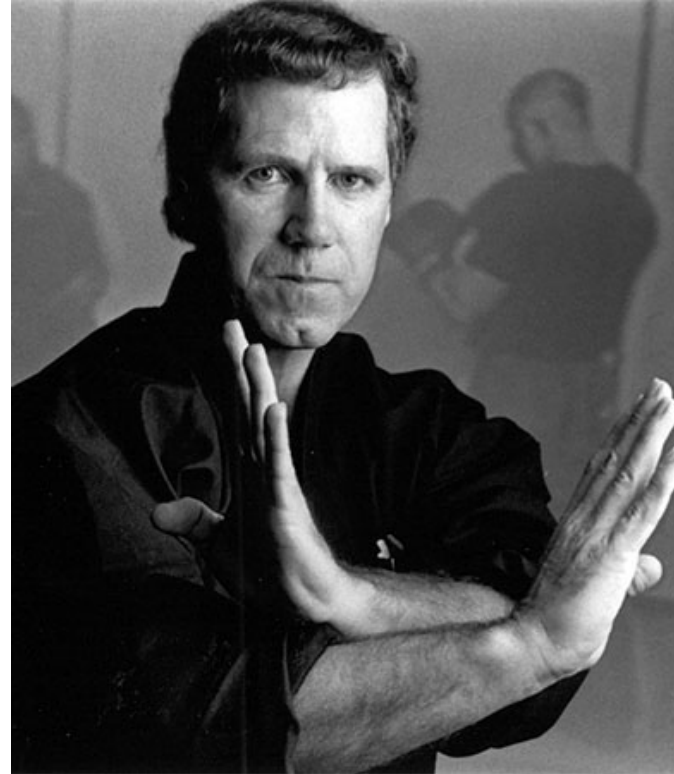
Board Items

Page 28 of 72

Informational Item: Emeritus Faculty



Professor
Margaret
Devaney
Department
of Dance



Professor Jerry
Beasley
Department of
Health and
Human
Performance

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 2024

EMERITUS FACULTY

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 Margaret Devaney

Department of Dance

Professor Jerry Beasley

Department of Health and Human
Performance

- 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

Board Action Item: 2024-2025 Tenure Recommendation

Donna McCloskey, Ph.D.

Dean of the Davis College of Business and Economics

Professor of Management

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 2024

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

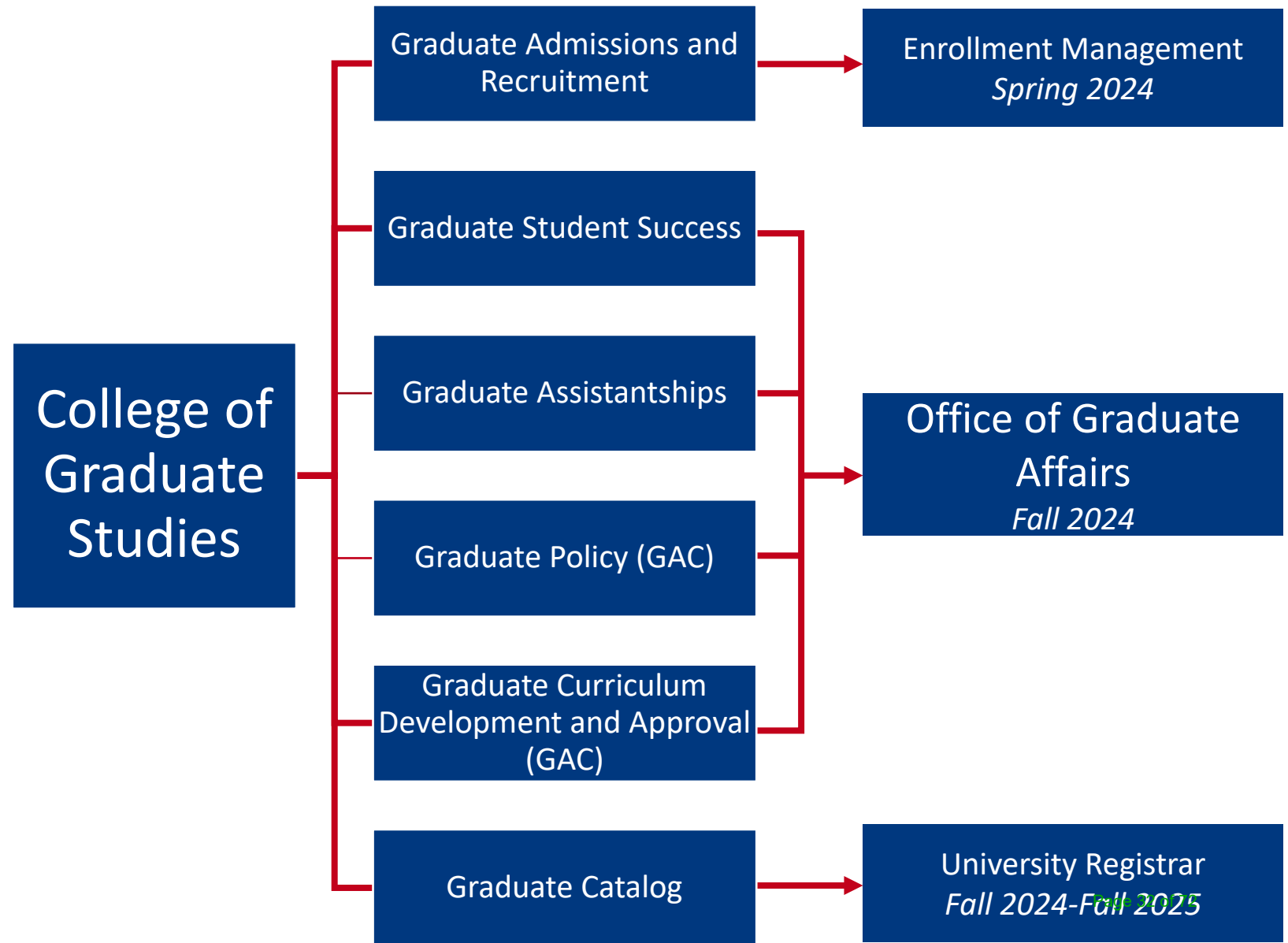
WHEREAS, the final authority for awarding or denying tenure lies with the Board of Visitors and all of the faculty members listed below have met the criteria for award of tenure;

DAVIS COLLEGE OF BUSINESS AND ECONOMICS

<u>Name</u>	<u>Department</u>
Donna McCloskey	Department of Management

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.

Board Action
Item:
Recommendation
to Establish an
Office of
Graduate Affairs
and Dissolve the
College of
Graduate Studies



**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 2024

**RESOLUTION TO ESTABLISH AN OFFICE OF GRADUATE AFFAIRS AND THE
DISSOLUTION OF THE COLLEGE OF GRADUATE STUDIES**

WHEREAS, Radford University reaffirms its commitment to supporting and growing graduate academic programs in alignment with our mission in Radford, in Roanoke, across Southwest Virginia, and online; and

WHEREAS, Radford University supports and plans to expand a wide range of highly ranked research-based profession and executive graduate programs; and

WHEREAS, several of the functions currently in the College of Graduate Studies can more efficiently and effectively be administered by leveraging strengths in other units, reducing redundancy in operations; and

WHEREAS, Academic Affairs defines Colleges as Academic Units that manage academic programs and have Teaching and Research Faculty assigned; and

WHEREAS, the Division of Academic Affairs proposes to discontinue the College of Graduate Studies and distribute the current responsibilities between Enrollment Management, University Registrar, and a newly formed Office of Graduate Affairs; and

WHEREAS, an Office of Graduate Affairs will be able to leverage internal and external partnerships to support graduate academic affairs, curriculum, development, and policy; and support graduate student success;

NOW, THEREFORE, BE IT RESOLVED, a decision has been made to dissolve the College of Graduate Studies and re-organize its various responsibilities across a newly formed Office of Graduate Studies, Academic Affairs, and Enrollment Management; 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 College to the State Council of Higher Education of Virginia (SCHEV).

Faculty Senate passed a motion in support of this action on April 18, 2024

Graduated Affairs Committee passed a motion in support of this action on April 19, 2024

Board Action Item

- Recommendation to Approve Closure of two degree programs:
 - M.A. in Criminal Justice
 - B.A. in Recreation, Parks and Tourism

Notification of intent to close a certificate

- Graduate Certificate in Teaching Language Arts in the Digital Age

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 2024

**RESOLUTION FOR DISCONTINUANCE OF THE MASTER OF ARTS (MA) DEGREE
DESIGNATION IN CRIMINAL JUSTICE**

WHEREAS, the Department of Criminal Justice in the College of Humanities and Behavioral Sciences at Radford University proposes to discontinue the Master of Arts (MA) degree designation in Criminal Justice; and

WHEREAS, the purpose of the Master of Arts (MA) Degree Designation in Criminal Justice was to prepare students for careers in criminal justice and related fields. The program is designed both to enhance students' existing capabilities and to develop unique competencies and skills for future academic and career goals;

HOWEVER, the program only had between 0 and 4 enrolled students annually; and

WHEREAS, the current MA degree designation has limited use among the criminal justice degree programs at public institutions in Virginia. In August 2023, faculty reviewed the degree programs offered by Virginia's 15 public four-year institutions. Of the 5 other Virginia public institutions that offer a masters level criminal justice degree program, only one (1) has a MA degree designation.; and

WHEREAS, the Criminal Justice Department intends to continue the existing Master of Science (MS) degree designation in Criminal Justice to serve the same purpose;

NOW, THEREFORE, BE IT RESOLVED, a decision has been made to discontinue the Master of Arts (MA) Degree Designation in Criminal Justice 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 (Radford) requests to discontinue the Master of Art (MA) degree designation from the Master of Arts/Master of Science (MA/MS) degree program in Criminal Justice (CIP code: 43.0104). The degree program would be a Master of Science (MS) in Criminal Justice (CIP code: 43.0104). The degree program is located in the College of Humanities and Behavioral Sciences, Department of Criminal Justice.

Background

Radford University first offered the Master of Art/Master of Science (MA/MS) degree in Criminal Justice in fall 1987. The purpose of the degree program was and remains to prepare students for careers in criminal justice and related fields. The program is designed both to enhance students' existing capabilities and to develop unique competencies and skills for future academic and career goals.

On August 17th, 2023, the faculty of the Criminal Justice department discussed the future of the Criminal Justice Master's Degree program during a faculty retreat. This retreat is an annual meeting where enrollment data, student learning data and other matters related to curriculum are discussed. At this meeting, faculty discussed the presented enrollment data, in particular enrollment differences between the MA and MS degree designations. The department faculty for the graduate program determined there was a need to discontinue the MA degree designation. The graduate program coordinator presented a proposal to discontinue the MA degree designation on September 4, 2023, and it was approved by the department faculty on that date.

On January 2024 the proposal to discontinue the MA degree designation was approved by the Dean of the College of Humanities and Behavioral Sciences. On April 4, 2024, Faculty Senate approved the closure of the MA degree designation. On April 15, 2024, the Provost approved the closure.

Rationale for Intent to Discontinue

The proposed intent to discontinue the MA degree designation is needed for two reasons: 1) lack of student enrollment; and 2) common degree designation.

Enrollment

Enrollment in the MA degree designation in Criminal Justice has steadily decreased. Institutional records show enrollment has declined since 2014. Students have not consistently enrolled in the program and since fall 2022 no students have enrolled in the degree designation.

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Enrollments	3	0	1	1	1	0	4	0	1	0
New Enrollments	0	0	0	0	0	0	0	0	0	0

It is apparent that the degree designation is no longer desirable for students at Radford University. The lack of enrollment supports the need to discontinue the degree designation at this time.

Common Degree Designation

The current MA degree designation has limited use among the criminal justice degree programs at public institutions in Virginia. In August 2023, faculty reviewed the degree programs offered by Virginia's 15 public four-year institutions. Of the 5 other Virginia public institutions that offer a

masters level criminal justice degree program, only one (1) has a MA degree designation. Faculty determined that not offering the MA degree designation would be beneficial in that Radford's degree program's designation would align with the other public institutions in Virginia. Thus, the discontinuance of the degree designation is needed to help the University maintain appropriate similarity and competitiveness with public four-year institutions in Virginia.

Critical Shortage Area

The MA degree designation in Criminal Justice is not in a critical shortage area. The curriculum will continue to be offered in the MS degree designation in Criminal Justice.

Teach-out Plan

No students are enrolled in the MA degree designation of the program MA/MS in criminal Justice degree program. A teach-out plan is not needed.

All faculty have been made aware of the impending degree designation closure. No faculty positions will be lost as result of the discontinuance of the degree designation. All faculty will continue to teach core and required courses in the MS in Criminal Justice degree program.

“Stopped-Out” Students

Institution records show that no students are “stopped out” of the MA degree designation of the degree program. No plan is needed to notify students.

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 2024

**RESOLUTION FOR DISCONTINUANCE OF THE BACHELOR OF ARTS (BA) IN
RECREATION, PARKS AND TOURISM**

WHEREAS, the Department of Recreation, Parks, and Tourism in the College of Education and Human Development at Radford University proposes to discontinue the Bachelor of Arts (BA) Degree Designation in Recreation, Parks and Tourism; and

WHEREAS, the purpose of the Bachelor of Arts (BA) Degree Designation in Recreation, Parks and Tourism to enrich lives and make a positive impact on individuals, communities, and the environment, through empowering students with knowledge, skills, and experiences to create meaningful and sustainable recreational opportunities for people of all ages, backgrounds, and abilities.

HOWEVER, the degree designation only had 0-2 students enrolled annually, graduating only 7 students in 23 years; and

WHEREAS, the Recreation, Parks and Tourism Department intends to continue the existing Bachelor of Science (BS) degree designation in Recreation, Parks and Tourism to meet the purpose described above.

NOW, THEREFORE, BE IT RESOLVED, a decision has been made to discontinue the Bachelor of Arts (BA) Degree Designation in Recreation, Parks and Tourism 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 requests to discontinue the Bachelor of Art (BA) degree designation from the Bachelor of Arts/Bachelor of Science (BA/BS) degree program in Recreation, Parks and Tourism (CIP code: 31.0101). The degree program would be a Bachelor of Science (BS) in Recreation, Parks, and Tourism (CIP code: 31.0101). The degree program is located in the College of Education and Human Development, Department of Recreation, Parks and Tourism.

Background

Radford University first offered the Bachelor of Art/Bachelor of Science (BA/BS) degree in Recreation Administration in 1969. Since that time the major has undergone a number of name changes and currently holds the name Recreation, Parks and Tourism. A separate, independent, self-governing Department of Recreation was established in 1974 and was renamed the Department of Recreation and Leisure Services in 1975. Subsequently, the name changed to the Department of Leisure Services in 1995 and in Spring 2000 became the Department of Recreation, Parks and Tourism. The program was first accredited by the Council on Accreditation for Parks, Recreation Tourism and Related Professions (COAPRT) in 1979.

The purpose of the degree program was and remains to prepare students for careers that enrich lives and make a positive impact on individuals, communities, and the environment. The program is designed to empower students with knowledge, skills, and experiences to create meaningful and sustainable recreational opportunities for people of all ages, backgrounds, and abilities.

At the Council of Chairs meeting on February 14, 2024, Provost Usher outlined a Curriculum Lifecycle and expressed her desire to streamline majors and reduce complexity. One element of this process was to look for uneven distribution of B.A. and B.S. degrees within a major. The Interim Department Chair, Dr. Susan Van Patten, contacted the Office of Institutional Research who provided degrees conferred since 2000-2001. It was determined that removing the Bachelor of Arts degree options would simplify the curriculum and reduce confusion for students with very minimal impact. This decision was supported by the Department and College Curriculum Committees, Dean, and Faculty Senate.

Rationale for Intent to Discontinue

The proposed intent to discontinue the BA degree designation is needed for two reasons: 1) lack of student enrollment; and 2) common degree designation.

Enrollment

Enrollment in the BA degree designation in Recreation, Parks and Tourism has been low for 23 years. Most years there have been no students in this designation and only in 4 of the past 23 years have there been any enrollment in the degree designation. Further, only 7 students have graduated with this degree designation in the past 23 years.

Common Degree Designation

The current BA degree designation has little or no recognition in the field. Currently, degree programs that are preparing students for professional positions or graduate programs use the BS degree designation. The Bachelor of Science designation typically indicates the curriculum included "science" coursework. The rigor of the coursework prepares students for leadership roles that can include complete management and oversight of an organization. The BA degree designation does not include this science coursework. Thus, the discontinuance of the degree designation is needed.

Critical Shortage Area

The BA degree designation in Recreation, Parks, and Tourism is not in a critical shortage area. The curriculum will continue to be offered in the BS degree designation in Recreation, Parks and Tourism.

Teach-out Plan

No students are enrolled in the BA degree designation of the program BA/BS in Recreation, Parks, and Tourism degree program. A teach-out plan is not needed.

All faculty have been made aware of the impending degree designation closure. No faculty positions will be lost as result of the discontinuance of the degree designation. All faculty will continue to teach core and required courses in the BS in Recreation, Parks and Tourism degree program.

“Stopped-Out” Students

Institution records show that no students are “stopped out” of the MA degree designation of the degree program. No plan is needed to notify students.

Board Action Items

- Recommendation to Approve Teaching and Research Faculty Handbook Revisions
 - T&R Faculty Handbook Section 1.4.1.1 to clarify that all faculty are to be evaluated annually
 - T&R Faculty Handbook Section 1.4.1.4.2 for Evaluation Procedures for Special Purpose, Temporary and Part-time Faculty; increases clarity and aligns adjunct evaluations with other full-time faculty evaluations
 - T&R Faculty Handbook Section 1.7 for Teaching and Research Faculty to use Priority Radford Faculty service towards Tenure

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 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

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 1.5: Reappointment** 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 Faculty Evaluation Policies

Referred by: Faculty Issues

MOTION:

The Faculty Senate approves the addition of language (**red type**) and the deletion of language (stricken through) in Section 1.4.1.1 of the T & R Faculty Handbook.

All full-time and part-time faculty are subject to annual evaluation. Responsibility and authority for evaluation of faculty of all classifications whose appointments are more than 50% teaching and research rests with the Department Chair and is subject to review by the Dean. Each faculty evaluation shall be made by the Department Chair consistent with the criteria that follow, in accordance with a given faculty classification and any published Department-specific evaluation criteria, and in accordance with College evaluation procedures.

The Department Personnel Committee also makes recommendations regarding reappointment of faculty as described in section 1.5 of this Handbook.

All evaluated activities shall be in the context of the faculty member's role as professor-scholar rather than in personal roles such as citizen or parent.

RATIONALE:

This motion clarifies that all faculty, including adjunct faculty, are to be evaluated on an annual basis. At present, adjunct faculty are evaluated at the end of each semester, which places a considerable administrative burden on both adjuncts and department chairs. This change, therefore, should make the evaluation process more efficient, while still adhering to SACS requirements.

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 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

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 1.5: Reappointment** of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows (additions are in **red**):

Referred by: Faculty Issues

MOTION:

The Faculty Senate approves the addition of language (**red type**) and the deletion of language (stricken through) in Section 1.4.1.4.2 of the T & R Faculty Handbook.

The evaluation of special purpose and full-time temporary faculty shall adhere to the same procedures as those for tenure-track faculty except that the range of weights for each category of evaluation shall be:

Teaching: 75% - 100%

Professional ~~Service~~ **Contributions**: 0% - 20%

University Service: 0% - 15%

~~The Personnel Committee shall administer student evaluations of special purpose, full-time temporary, and part-time faculty between the thirteenth and the fourteenth weeks of the semester for all courses, every semester.~~ The appeals procedures shall also be the same as for tenure-track faculty.

The evaluation of part-time faculty shall **occur at least once per academic year, the end of the semester**; based on assigned responsibilities outlined in their letter of appointment. The Department Chair shall prepare a written evaluation of the part-time faculty member's performance and send a copy to the faculty member. If the faculty member disagrees with the evaluation from the Department Chair, he or she may send a written statement of disagreement to the College Dean.

The Personnel Committee shall administer student evaluations of special purpose, full-time temporary, and part-time faculty for all courses, every semester.

RATIONALE:

This motion makes a number of changes for clarity and consistency. Changing "Professional Service" to "Professional Contributions" makes the language in this section consistent with language elsewhere in the Handbook. Moving the language about student evaluations to the end of the section, rather than the middle, makes the section's arrangement more coherent. The current language about when student evaluations are administered is unnecessary and overly specific and thus has been deleted. Finally, changing evaluation of adjuncts from every semester to once annually will decrease the administrative burden on department chairs.

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

JUNE 6, 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

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 1.5: Reappointment** 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 Tenure

Referred by: Faculty Issues

MOTION:

The Faculty Senate approves the addition of language (red type) and the deletion of language (stricken through) in Section 1.7 of the T & R Faculty Handbook.

A decision to grant tenure is an affirmative decision and is available only to tenure-track faculty, College Deans, the Provost, and the President of the University.

Faculty members are only eligible for tenure at the conclusion of a probationary period. That probationary period, for all instructor and professorial ranks at Radford University, shall be six years. Should a tenure-track faculty member be approved for an Externally Funded Professional Leave, the time period of the leave shall be included in the probationary period for tenure.

Should a tenure-track faculty member take a Professional Leave Without Pay, the time period of the leave shall be included in the probationary period only with the recommendation of the Department Personnel Committee, the Department Chair, and the College Dean, and approval by the Provost. Should a faculty member take Personal Leave, the time period of the leave shall not be counted in the probationary period for tenure.

~~Faculty hired on a full-time temporary basis are not eligible for tenure.~~ Should a full-time ~~temporary~~ faculty member **in a position ineligible for tenure** later be hired to a tenure-track position, the faculty member will be offered the opportunity to count **up to five years of his or her their** continuous and uninterrupted prior service ~~as a full-time temporary faculty member~~ at Radford University as part of the probationary period. **The faculty member's decision to count or to waive credit for prior service will be made at the time of initial hiring to the tenure-track position.** Faculty hired on a part-time basis shall not be eligible for tenure. Should a part-time faculty member later be hired to a tenure-track position, previous part-time service shall not be counted as part of the probationary period.

RATIONALE:

This motion allows any non-tenure track faculty member who has served in a full-time role the option to count their continuous and uninterrupted service at Radford as part of the probationary period if later hired to a tenure-track position. Current handbook language specifies that FTT 32 faculty already have this option, but no mention is made of other non-tenure track positions (SPF, Visiting Faculty, In-Residence Faculty). These edits also eliminate a redundancy, as Section 1.1 already defines which roles are ineligible for tenure.

Discussion

Appendix



Two-Year Strategic Plan: Improve Academic Programming

Define an intentional catalog of programs that are distinctive to Radford	On-going progress
Revise REAL structure and implementation to support major exploration and transfer student success	On-going progress
Increase number of graduating students that have completed at least one high-impact experiential learning activity	On-going progress
Students who participate in high-impact experiential learning activities will demonstrate top career readiness competencies	On-going progress
Implement Civil Discourse and Freedom of Expression Task Force recommendations to enhance constructive dialogue	On-going progress <small>Page 50 of 72</small>



Two-Year Strategic Plan: Increase retention and progression rates

Improve pathways for externally-earned credits to transfer to Radford through the VCCS	On-going progress
Implementation of RISE (Realizing Inclusive Student Excellence) QEP to improve grades and reduce performance gaps	On-going progress
Implement coordinated retention and completion programs through Highlander Success Center and academic units	On-going progress
Evaluate instructional needs by program and efficiently offer course sections based on need	On-going progress

Page 51 of 72



Two-Year Strategic Plan: Reposition academic programs and administration to increase efficiency and effectiveness

Identify then implement ways to enhance distinctive programs, merge/re-design related concentrations or programs and reduce under-enrolled programs, minors and concentrations	On-going progress
Maximize faculty expertise based on instructional needs by program	On-going progress
Restructure then fill key administrative roles in academic affairs	On-going progress



Two-Year Strategic Plan: Implement an integrated workforce development model

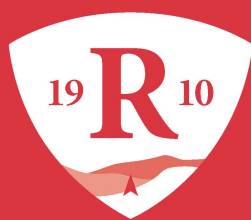
<p>Create leadership development opportunities focused on building morale, engagement, skills and empowerment throughout the workforce</p>	<p>On-going progress</p>
---	--------------------------

Center for Innovative Teaching and Learning



Page 53 of 72

Minutes



Radford
UNIVERSITY



Board of Visitors

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

DRAFT
Minutes

Committee Members Present

Ms. Jeanne Armentrout, Chair
Dr. Betty Jo Foster, Vice Chair
Mr. Robert A. Archer
Mr. George Mendiola
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. Betsy D. Beamer
Dr. Jay Brown
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 M. Usher, Provost
Dr. Dannette Gomez Beane, Vice President for Enrollment Management and Strategic Communications
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

Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President
Ms. Susan Richardson, University Counsel, Office of the Attorney General

Call to Order

Ms. Jeanne Armentrout, Chair, formally called the meeting to order at 10:53 a.m. in Room 212 at the Roanoke Higher Education Center.

Approval of Agenda

Ms. Armentrout asked for a motion to approve the March 21, 2024, agenda. Mr. George Mendiola so moved, Mr. Robert Archer seconded, and the motion carried unanimously.

Approval of Minutes

Ms. Armentrout asked for a motion to approve the November 30, 2023 minutes of the Academic Excellence and Student Success Committee. Ms. Georgia Anne Snyder-Falkinham so moved, Mr. Robert A. Archer seconded, and the motion carried unanimously.

Presentation

Ms. Jeanne Armentrout introduced Dr. Daniel Miner, Assistant Professor of Physical Therapy, and Ms. Cassidy Gilmore, Waldron College Ambassador and member of the Class of 2024, who presented on the effects Rock Steady Boxing on the gait and balance of people with Parkinson's disease.

Academic Affairs Update

Provost and Senior Vice President for Academic Affairs Bethany M. Usher delivered Academic Affairs Points of Pride, such as publications from faculty, accreditation news, exceptional board and licensure pass rates and faculty awards.

Dr. Usher then updated the Board on the Two-Year Strategic Plan goals for Academic Affairs.

Recommendations and Action Items

Dr. Usher discussed the recommendation to approve the Merger of Department of Geospatial Science and the Department of Geology into the Department of Geospatial and Earth Sciences. Ms. Jeanne Armentrout asked for a motion to approve. Mr. George Mendiola so moved, Dr. Betty Jo Foster seconded, and the motion passed unanimously. A copy of the resolution is hereto attached as ***Attachment A*** and is made a part hereof.

Dr. Usher discussed the recommendation to approve Resolution on Tenure Recommendations for 2024-25 and Ms. Jeanne Armentrout asked for a motion to approve. Mr. Robert A. Archer so moved, Ms. Georgia Anne Snyder-Falkinham seconded, and the motion passed unanimously. A copy of the resolution is hereto attached as ***Attachment B*** and is made a part hereof.

Dr. Usher discussed the recommendation to Approve Revision to the Teaching and Research Faculty Handbook Language for Employment Classifications (Full-Time Temporary). Ms. Jeanne Armentrout asked for a motion, Mr. George Mendiola so moved, Mr. Robert A. Archer seconded, and the motion passed unanimously. A copy of the resolution is hereto attached as ***Attachment C*** and is made a part hereof.

Dr. Usher discussed the 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. Ms. Jeanne Armentrout asked for a motion to approve. Dr. Betty Jo Foster so moved, Ms. Georgia Anne Snyder-Falkinham seconded, and the motion passed unanimously. A copy of the resolution is hereto attached as *Attachment D* and is made a part hereof.

Dr. Usher discussed the recommendation to Approve Revisions to the Teaching and Research Faculty Handbook Language for Employment Classifications (Special Purpose Faculty). Ms. Jeanne Armentrout asked for a motion to approve. Mr. George Mendiola so moved, Dr. Betty Jo Foster seconded, the motion passed unanimously. A copy of the resolution is hereto attached as *Attachment E* and is made a part hereof.

Dr. Usher discussed the recommendation to Approve Revisions to the Teaching and Research Faculty Handbook for Reappointment. Ms. Jeanne Armentrout asked for a motion to approve. Dr. Betty Jo Foster so moved, Ms. Georgia Anne Snyder-Falkinham seconded, and the motion passed unanimously. A copy of the resolution is hereto attached as *Attachment F* and is made a part hereof.

Information Items

Dr. Usher announced as informational items the faculty members who were awarded emeritus status and promotions.

Faculty Senate Report

A Faculty Senate Update was provided by Faculty Senate President, Dr. Kurt Gingrich.

Adjournment

With no further business to come before the Committee, Ms. Armentrout adjourned the meeting at 12:11 p.m.

Respectfully submitted,

Karen Montgomery
Executive Assistant to the Provost and Senior Vice President for Academic Affairs

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

MARCH 21, 2024

**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.

**RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE
MARCH 20, 2024**

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

<u>Name</u>	<u>Department</u>
Sarah Lorraine Foltz	Department of Biology
Tara Anne Pelletier	Department of Biology
Chet Bhatta	RUC-Department Biology

COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT

<u>Name</u>	<u>Department</u>
Tiesha Racquel Martin	Department of Health and Human Performance
Harold George Philippi	Department of Health and Human Performance
Sarah Ann Capello	School of Teacher Education and Leadership
Whitney Idol	School of Teacher Education and Leadership

COLLEGE OF HUMANITIES AND BEHAVIORAL SCIENCES

<u>Name</u>	<u>Department</u>
Sean M. Keck	Department of English
Geoffrey N. Pollick	Department of Philosophy and Religious Studies
Zehui Dai	School of Communication

COLLEGE OF NURSING

<u>Name</u>	<u>Department</u>
Christi L. Callahan	College of Nursing

COLLEGE OF VISUAL AND PERFORMING ARTS

<u>Name</u>	<u>Department</u>
Denise R. Bernardini	Department of Music
Matthew T. Cataldi	Department of Music
David Clay Rivers	Department of Music

WALDRON COLLEGE OF HEALTH AND HUMAN SERVICES

<u>Name</u>	<u>Department</u>
Daniel G. Miner	RUC – Department of Physical Therapy

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.

**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

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~~ **are customarily 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.

**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

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 1.4.1.4.1: 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.

If an individual faculty member chooses to include intra-departmental, extra-departmental, or extra-university colleague evaluations as part of his or her evaluation, the department as a whole must develop and approve, by majority vote, a procedure for obtaining such colleague evaluations, and determining the weight that shall be given to them. Evaluators (i.e. Department Chair, Dean, or Provost) shall not request or initiate such internal or external colleague evaluations.

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%:

Teaching	40% - 75%
Professional Contributions	15% - 40%
University Service	5% - 30%

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:

Outstanding	4.5 - 5.0
Above Expectations	3.5 - 4.49
Meets Expectations	3.0 - 3.49
Below Expectations	2.0 - 2.99
Unacceptable	Below 2.0

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	$3.6 \times .60 = 2.16$
Professional contributions	$4.5 \times .30 = 1.35$
University service	$2.7 \times .10 = .27$
OVERALL RATING	3.78 (above expectations)

RATIONALE:

The current handbook references two different ranking systems in the faculty evaluation procedures. They should align.

**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

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 1.1.3: 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

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 1.5: Reappointment** 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 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.

End of Board of Visitors Materials

