

# Board of Visitors

Quarterly Meeting  
March 22, 2024



**Radford**  
UNIVERSITY



# Radford

UNIVERSITY

Board of Visitors

Quarterly Meeting

9:00 a.m.\*\*

March 22, 2024

Roanoke Higher Education Center, Room 212, Roanoke, VA

**DRAFT**  
**Agenda**

- **Call to Order and Opening Comments** Dr. Debra McMahon, *Rector*
- **Approval of Agenda** Dr. Debra McMahon, *Rector*
- **Approval of Minutes** Dr. Debra McMahon, *Rector*
  - Dec. 1, 2023
- **Welcome** Dr. Kay Dunkley, *Executive Director*  
*Roanoke Higher Education Center*
- **Special Presentation** The Honorable Sam Rasoul
- **President's Report** Dr. Bret Danilowicz, *President*
- **Legislative Update** Ms. Lisa Ghidotti, *Executive Director of*  
*Government Relations*
- **Academic Excellence and Student Success Committee** Ms. Jeanne Armentrout, *Chair*
  - Report to the Board of Visitors
  - Approval of Merger of the Department of Geospatial Science and the Department of Geology into the Department of Geospatial and Earth Sciences
  - Approval of Tenure Recommendations for 2024-25
  - Approval of Revisions to the Teaching and Research Faculty Handbook Language for Employment Classifications (Full-Time Temporary)
  - Approval of Revisions to the Teaching and Research Faculty Handbook to be Consistent in the Use of the Ranking System in the Faculty Evaluation Procedures
  - Approval of Revisions to the Teaching and Research Faculty Handbook for Employment Classifications

(Special Purpose Faculty)

- Approval of Revisions to the Teaching and Research Faculty Handbook for Reappointment
- **Business Affairs and Audit Committee**
  - Report to the Board of Visitors
  - Approval of Resolution Certifying Compliance with the Radford University Debt Management Policy
  - Approval of Tuition and Fees for 2024-2025
- **Enrollment Management and Brand Equity Committee**
  - Report to the Board of Visitors
- **External Engagement Committee**
  - Report to the Board of Visitors
- **Student Affairs and Athletics Committee**
  - Report to the Board of Visitors
- **Report on the Radford University Foundation**
- **Report to the Board of Visitors from the Student Representative to the Board**
- **Closed Session**

Virginia Freedom of Information Act  
§2.2-3711(A) (2) and (8)
- **Other Business**
  - Election of Non-Voting Advisory Student Representative to the Board of Visitors for 2024-2025
  - Upcoming Call for Nominations for Rector and Vice Rector
- **Announcements**
  - Meeting Dates  
June 6-7, 2024  
July 21-23, 2024 – Retreat, Berry Hill, South Boston  
Sept. 5-6, 2024  
Dec. 5-6, 2024
- **Adjournment**

Mr. Tyler Lester, *Chair*

Mrs. Jennifer Wishon Gilbert, *Chair*

Ms. Lisa Pompa, *Chair*

Mr. David A. Smith, *Chair*

Mr. Marquett Smith, *BOV Liaison to RU Foundation*

Mr. Troy Stallard, *Student Representative to the Board of Visitors*

Dr. Debra McMahon, *Rector*

Dr. Debra K. McMahon, *Rector*

Dr. Debra McMahon, *Rector*

Dr. Debra McMahon, *Rector*

\*\*All start times are approximate only. The Board meeting either may begin before or after the listed approximate start time as Board members are ready to proceed.

**BOARD MEMBERS**

Dr. Debra McMahon, Rector  
Mr. Marquett Smith, Vice Rector  
Mr. Robert A. Archer  
Ms. Jeanne S. Armentrout  
Ms. Betsy D. Beamer  
Dr. Jay A. Brown  
Ms. Joann S. Craig  
Dr. Betty Jo Foster  
Mrs. Jennifer Wishon Gilbert  
Mr. Tyler W. Lester  
Mr. George Mendiola, Jr.  
Ms. Lisa W. Pompa  
Mr. David A. Smith  
Ms. Georgia Anne Snyder-Falkinham  
Mr. James C. Turk

# Meeting Materials



Radford  
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**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).

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[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**):

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## 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**):

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## 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.

**Radford University Board of Visitors  
Business Affairs & Audit Committee  
March 21, 2024**

**Action Item  
Compliance with Debt Management Policy**

**Item:**

Adoption of a Resolution certifying that Radford University is in compliance with its Debt Management Policy. In addition, this certification is required annually by the Secretary of Finance for the Commonwealth of Virginia as part of Institutional Performance reporting.

**Background:**

The 2005 Session of the General Assembly adopted, and the Governor signed, legislation that provides Radford University and all other public colleges and universities in the Commonwealth the opportunity to attain certain authority and autonomy to manage its academic and administrative affairs more efficiently and effectively through implementation of the Restructured Higher Education Financial and Administrative Operations Act. At its meeting on June 30, 2005, the Radford University Board of Visitors approved a Resolution of Commitment allowing the University to exercise restructured financial and operational authority as identified in the Restructuring Act.

The 2015 Virginia Acts of Assembly, Chapter 665 includes a requirement in the General Provisions related to Higher Education Restructuring. §4-9.01 requires, in part, that: *“Consistent with §23-9.6:1.01 [recodified as §23.1-206], Code of Virginia, the following education-related and financial and administrative management measures shall be the basis on which the State Council of Higher Education shall annually assess and certify institutional performance. Such certification shall be completed and forwarded in writing to the Governor and the General Assembly no later than October 1 of each even-numbered year. Institutional performance on measures set forth in paragraph D of this section shall be evaluated year-to-date by the Secretaries of Finance, Administration, and Technology as appropriate, and communicated to the State Council of Higher Education before October 1 of each even-numbered year. Financial benefits provided to each institution in accordance with § 2.2-5005 will be evaluated in light of that institution’s performance.”*

The Secretary of Finance collects information to fulfill the reporting requirements as they relate to paragraph D-Financial and Administrative Standards, specifically §4-9.01 d.2. which states: *“Institution complies with a debt management policy approved by its governing board that defines the maximum percent of institutional resources that can be used to pay debt service in a fiscal year, and the maximum amount of debt that can be prudently issued within a specified period.”* To assess this measure, the Secretary of Finance is seeking a statement from the Board of Visitors certifying Radford University’s compliance with said policy and the effective date of that policy.

Schedule A below provides the required ratio calculation and demonstrates the University is in compliance with its Debt Management Policy. Currently, as disclosed in the 2023 unaudited annual financial statements, the University’s debt obligations including affiliated Foundation total \$80,142,350 which is mainly attributable to the Student Recreation and Wellness Center, Renovations of four Residence Hall projects, and the affiliated foundation property acquisition.

<b>Schedule A</b>				
<b>RADFORD UNIVERSITY</b>				
<b>DEBT MANAGEMENT POLICY RATIO</b>				
The calculation reflects June 30, 2023, unaudited Financial Statements for Total Operating Expenses (as defined in the University’s Debt Management Policy); however, Annual Debt Service reflects expected payments as of June 30, 2024.				
<b>Board Approved Ratios</b>	<b>Range</b>	<b>Formula</b>	<b>Unaudited Financial Statements as of 6/30/2023</b>	
<b><u>Debt Burden Ratio</u></b> Max Annual Debt Service as % of Operating Expenses	<b>&lt; 7%</b>	$\frac{\text{Annual Debt Service}^*}{\text{Total Operating Expenses}^*}$	\$6,192,894	2.34%
			\$264,336,827	

\* Ratio includes Radford University Foundation

The Debt Management Policy also identifies that an annual report shall be prepared for review by the Board of Visitors. The notes to the annual financial statements provide the required elements to comply with the Debt Management Policy. Below are the Financial Statement Notes related to outstanding obligations that were prepared for the year ending June 30, 2023 (unaudited):

## **NOTE 6: Long-Term Debt**

### **Notes Payable—Pooled Bonds**

The University issued 9(d) bonds by participating in the Public Higher Education Financing Program (Pooled Bond Program) created by the Virginia General Assembly in 1996. Through the Pooled Bond Program, the Virginia College Building Authority (VCBA) issues 9(d) bonds and uses the proceeds to purchase debt obligations (notes) of the University and various other institutions of higher education. The University's general revenue secures these notes.

The composition of notes payable at June 30, 2023, is summarized as follows:

<u>Notes Payable - Pooled Bonds:</u>	<u>Interest Rates at Issuance</u>	<u>Maturity at Issuance</u>
Student Fitness Center		
Series 2009B, \$3.720 million par amount	2.00% - 5.00%	September 1, 2029
Series 2016A, \$2.285 million par amount - partial refunding of Series 2009B	3.00% - 5.00%	September 1, 2029
Series 2011A, \$4.235 million par amount	3.00% - 5.00%	September 1, 2031
Series 2012B, \$11.155 million par amount	3.00% - 5.00%	September 1, 2032
Series 2013A, \$4.865 million par amount	2.00% - 5.00%	September 1, 2033
Series 2021B, \$13.46 million par amount - partial refunding of Series 2011A, 2012B, 2013A	.48% - 1.91%	September 1, 2033

### **Bonds Payable—9c**

The University has issued bonds pursuant to section 9(c) of Article X of the Constitution of Virginia. Section 9(c) bonds are general obligation bonds issued by the Commonwealth of Virginia on behalf of the University. They are secured by the net revenues of the completed project and the full faith, credit and taxing power of the Commonwealth of Virginia.

The composition of bonds payable at June 30, 2023, is summarized as follows:

<u>Bonds Payable - 9c:</u>	<u>Interest Rates at Issuance</u>	<u>Maturity at Issuance</u>
Renovation of Washington Hall (residence hall)		
Series 2013A, \$5.040 million par amount	2.00% - 5.00%	June 1, 2033
Renovation of Pocahontas, Bolling, Draper (residence halls)		
Series 2014A, \$11.080 million par amount	2.00% - 5.00%	June 1, 2034
Series 2015A, \$8.820 million par amount	2.00% - 5.00%	June 1, 2035
Series 2016A, \$7.160 million par amount	3.00% - 5.00%	June 1, 2036
Series 2020A, \$16.030 million par amount	1.63% - 4.00%	June 1, 2040

A summary of changes in long-term debt for the year ending June 30, 2023, is presented as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Non-current Portion
Governmental activities:						
Notes payable - pooled bonds	\$16,686,233	\$-	\$1,380,738	\$15,305,494	\$1,410,000	\$13,895,494
Bonds payable - 9c	41,902,757	-	2,327,593	39,575,164	2,170,000	37,405,164
* Total long-term debt	\$58,588,990	\$-	\$3,314,326	\$54,880,658	\$3,580,000	\$51,300,659

Future principal payments on long-term debt are as follows:

Future interest payments on long-term debt are as follows:

Fiscal Year Ending	Notes Payable Pooled Bonds	Bonds Payable - 9c	Fiscal Year Ending	Notes Payable Pooled Bonds	Bonds Payable - 9c
June 30, 2024	\$1,410,000	\$2,170,000	June 30, 2024	\$255,116	\$1,284,606
June 30, 2025	\$1,520,000	\$2,270,000	June 30, 2025	\$215,516	\$1,186,556
June 30, 2026	\$1,545,000	\$2,365,000	June 30, 2026	\$195,383	\$1,092,406
June 30, 2027	\$1,555,000	\$2,465,000	June 30, 2027	\$181,380	\$999,556
June 30, 2028	\$1,580,000	\$2,560,000	June 30, 2028	\$165,252	\$901,906
2029-2033	\$7,125,000	\$14,235,000	2029-2033	\$449,149	\$3,050,244
2034-2038	\$340,000	\$8,245,000	2034-2038	\$19,832	\$887,106
2039-2041		\$2,025,000	2039-2041		\$113,531
<b>Unamortized Premium</b>	<b>\$230,494</b>	<b>\$3,240,164</b>	<b>Total</b>	<b>\$1,481,628</b>	<b>\$9,515,913</b>
<b>Total</b>	<b>\$15,305,494</b>	<b>\$39,575,164</b>			

## Right-to-use Lease Obligations

In March 2018, the University entered into a 25-year capital lease with the Radford University Foundation, LLC to meet student housing demand. Due to existing housing commitments, a management agreement was entered between the Radford University Foundation and a third party to manage the properties. Therefore, the University's obligation regarding the capital lease was not effective until fiscal year 2020. The University accounted for the acquisition of the various residential properties as a capital lease in 2020, and recorded the building as a depreciable capital asset, and recorded a corresponding lease liability in long-term debt, both on its Statement of Net Position. During fiscal year 2021, a portion of the properties were purchased by the University which decreased the capital lease and therefore also decreased the depreciable asset and lease liability.

For fiscal year 2022 the lease asset and liability increased with the implementation of GASB Statement 87 as this lease was remeasured as of the implementation date July 1, 2022, to reflect the present value of the future cash payments discounted at the University's incremental rate of 3.48%. The University then purchased two additional properties from the

lease reducing the lease asset and liability. In fiscal year 2023, the lease asset and liability were decreased to reflect the required remeasurement of the lease at the new lessor rate of 5.3%. The lease presented below is the only direct debt lease as payments for principal and interest for the debt is made by the University.

A summary of changes in the lease liability for the year ending June 30, 2023, is presented as follows:

	Restated Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Non-Current Portion
Lease with Foundation	13,161,490	-	4,108,408	9,053,082	252,448	8,800,634

Future principal payments and interest payments on the related party long-term lease are as follows:

<b>Years</b>	<b>Principal</b>	<b>Interest</b>	<b>Total Payment</b>
2024	252,448	542,281	794,727
2025	266,191	527,158	793,349
2026	277,995	511,213	789,208
2027	294,646	494,560	789,208
2028	312,296	476,912	789,208
2029-2033	1,865,518	2,080,520	3,946,038
2034-2038	2,495,307	1,450,732	3,946,039
2039-2043	3,288,681	608,330	3,897,011
<b>Totals</b>	<b>9,053,082</b>	<b>6,691,706</b>	<b>15,744,788</b>

### Long-Term Debt Defeasance

On February 9, 2021, the Virginia College Building Authority, on behalf of the University, issued pooled bonds Series 2021B for \$13,460,000 with interest rates of 0.48 to 1.91 percent to advance refund \$2,900,000 of Series 2011A, \$7,220,000 of Series 2012B and \$3,340,000 of Series 2013A pooled bonds. The bonds, issued at a premium of \$7,343, are used to provide funds for debt service savings for the University. The net proceeds were deposited in an irrevocable trust with an escrow agent to provide for future debt service payments on the refunded bonds.



The advanced refunding resulted in a deferred accounting loss of \$176,827 for the Series 2011 and 2012 bonds and resulted in a deferred accounting gain of \$258,622 for the series 2013 bonds refunded, which is being amortized to interest expense over the life of the new debt. The defeasance reduced the University's total debt service obligation by \$1,202,463 for the 13 years after the bonds were issued. The debt service savings discounted at a rate of 1.144 percent for 2011A, 1.276 percent for 2012B and 1.391 percent for 2013A resulted in a total economic gain of \$1,178,451. At June 30, 2023, \$245,330 of deferred accounting losses are reported on the Statement of Net Position as a deferred outflow of resources. At June 30, 2023, \$179,057 of the deferred accounting gains are reported on the Statement of Net Position as a deferred inflow of resources.

For financial reporting purposes, these notes payables are considered an in-substance defeasance and have therefore been removed from the long-term debt payable line item of the Statement of Net Position. The assets in escrow have similarly been excluded. As of June 30, 2023, \$2,890,000 of the notes are considered defeased and outstanding.

**NOTE 22E: Component Unit Financial Information**

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The following is a summary of the outstanding notes payable at June 30, 2023:

Note payable in monthly installments of \$5,182.12 through May 2025, interest payable at IBOR plus 1.48 percent (6.67% and 2.6% at June 30, 2023 and 2022, respectively). Unsecured.	\$108,604
Notes payable in monthly installments calculated on a 25-year amortization with a balloon payment of remaining amount in May 2028, with interest payable at 1 month SOFR plus 0.82% with a floor of 1.57% beginning May 2021 (5.99% and 2.44% at June 30, 2023 and 2022, respectively). Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.	332,193
Notes payable in monthly installments calculated on a 17-year amortization with a balloon payment of remaining amount in June 2028, with interest payable at 1 Month SOFR plus 0.82% with a floor of 1.57% (6.02% and 1.94% at June 30, 2023 and 2022 respectively). Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.	372,722

Notes payable in monthly Interest only payments through April 2020, then monthly installments calculated on a 23-year amortization with a balloon payment of the remaining amount In April 2025. Interest payable at 1 Month SOFR plus 0.82 (6.03% and 1.88% at June 30, 2023 and 2022, respectively). Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.

1,302,923

Notes payable in monthly interest only payments through April 2020, then monthly installments calculated on a 23-year amortization with a balloon payment of remaining amount In April 2025. Interest payable at 4.20%. Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.

9,130,740

Notes payable in monthly installments on a 15-year amortization with a balloon payment of remaining amount in June 2024, with interest payable at 3.72%. Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.

164,940

Notes payable in monthly interest only payments through December 2021 then monthly installments calculated on a 25- year amortization with a balloon payment of remaining amount in May 2026. Interest payable at 2.39%. Secured by real estate, an assignment of rents and a pledge on securities.

2,852,028

Total long-term debt

\$14,264,150

Future principal payments on notes payable for years ending June 30 are as follows:

2024	668,540
2025	10,276,307
2026	2,693,795
2027	28,766
2028 and thereafter	<u>599,742</u>
Total long-term debt	<u>\$14,264,150</u>

Notes payables are subject to certain affirmative and negative covenants. Management believes the Foundation has complied with all covenants as of June 30, 2023.

**Action:**

Board of Visitors adoption of a Resolution of Compliance with the Radford University Debt Management Policy.

**Radford University Board of Visitors  
Resolution  
Compliance with Debt Management Policy**

**WHEREAS**, the 2005 Session of the General Assembly adopted, and the Governor signed, legislation that provides Radford University and all other public colleges and universities in the Commonwealth the opportunity to attain certain authority and autonomy to manage its academic and administrative affairs more efficiently and effectively through implementation of the Restructured Higher Education Financial and Administrative Operations Act, and

**WHEREAS**, on June 30, 2005, the Radford University Board of Visitors approved a Resolution of Commitment allowing the University to exercise restructured financial and operational authority as identified in the Restructuring Act, and

**WHEREAS**, the Governor has established financial and management measures on which annual assessment and certification of institutional performance will be evaluated, and

**WHEREAS**, the financial and management measures require the Radford University Board of Visitors to approve a Debt Management Policy, and

**WHEREAS**, the Radford University Board of Visitors approved such Debt Management Policy at its March 30, 2007, meeting; revisions to this policy were approved by the Board of Visitors at its August 23, 2007, November 12, 2010, and February 8, 2012 meetings, and

**WHEREAS**, Schedule A demonstrates that the University meets the requirements outlined in the Debt Management Policy; and

**WHEREAS**, the Board of Visitors must annually certify Radford University's compliance with the approved Debt Management Policy to the Secretary of Finance for the Commonwealth of Virginia;

**NOW, THEREFORE, BE IT RESOLVED**, this resolution approved by the Radford University Board of Visitors certifies that the University is in compliance with its Debt Management Policy.

# **RADFORD UNIVERSITY BOARD OF VISITORS**

**March 21, 2024**

## **Action Item Recommendation for 2024-25 Tuition and Fees**

### **Executive Summary:**

At the spring meeting of the Board of Visitors, tuition and fee recommendations are considered for the upcoming fiscal year. Many factors are reviewed when preparing the proposed tuition and fee rates including: legislative actions by the General Assembly, enrollment projections, mandatory cost increases, the Virginia Plan for Higher Education, the University's Strategic Plan, critical programmatic needs, institutional priorities, and the economic outlook. The proposed resolution covers undergraduate and graduate tuition rates, required fees, and room and board charges for the upcoming 2024-25 academic year.

As of this date, the General Assembly has completed its work towards a proposed 2024-2026 biennium budget. The outcome of the final budget may not be known for some time; therefore, the University is moving forward with tuition and fee recommendations based on conservative estimates to ensure our students are informed as timely as possible.

In recent years, the University's undergraduate population has decreased from a high point of 11,780 students in 2019, as competition for in-state undergraduate students in the Commonwealth has progressively increased. The current rate recommendations are based on enrollment estimates slightly below Fall 2023 enrollment. Actual enrollments will not be confirmed until the Fall 2024 census.

Based on the previously mentioned legislative and enrollment related factors impacting the 2024-25 fiscal year, Radford University's tuition rates are proposed to increase by 1.5% for both in-state and out-of-state students for traditional programs. This recommendation reflects a modest tuition increase that allows the University to meet mandatory cost pressures while ensuring transformational educational services and support are provided to students. The University is committed to delivering high quality academic programs, supporting operational effectiveness, and focusing on student success and well-being, while still remaining one of the most affordable universities in the Commonwealth. The goal to remain an affordable option is supported by a combination of strategic savings initiatives, prudent fiscal management and modest growth in tuition and fees to offset inflationary pressures that have increased the costs of higher education in general.

### **Development of Proposed Tuition and Fee Rates:**

The proposed tuition and fee recommendations consider estimated legislative requirements, the University's strategic initiatives, projected enrollment, the projected 2024-26 Biennial Budget, mandatory cost drivers, programmatic directives, and the overall economic outlook.

On February 21, 2024, in accordance with Section 23.1 – 307(D) and (E) of the Code of Virginia, a 30-day public notification was issued for undergraduate tuition and mandatory fees. The institution presented a projected range increase of 0.0% to 2.5% for tuition and mandatory fees to be considered by the Board of Visitors for the 2024-25 academic year. The University subsequently held a public comment session on March 12, 2024, to discuss the budget overview and provide for public input of this range.

The following depicts the process used to derive the 2024-25 tuition and fee recommendations and outlines the impact of each variable as it relates to the specific recommendation. Please refer to Schedule A for a summary of the necessary resource outlay for 2024-25.

### **Educational & General (E&G) Program:**

#### **University Strategic Direction**

The 2024-25 budget development cycle seeks to align divisional priorities with the efforts identified in the University's two-year strategic plan. A comprehensive list of strategic goals within focal areas include items such as: Defining the University's Distinctive Nature; Stabilizing Enrollment; Enhancing Economic Development & Outreach; Maintaining Affordability. Initiatives aligned with these strategic goals will be given priority during the current budget cycle. These near-term strategic areas will be reviewed by new University leadership and affirmed or adjusted as appropriate over the next year. In the meantime, these goals will emphasize specific opportunities for the University to strategically focus on critical initiatives during a time of leadership transition and stabilization. Key strategic areas previously defined will continue to be a point of fiscal relevance through the coming years.

#### **Six-Year Planning Processes and 2024-25 Budget Development**

The Virginia Higher Education Opportunity Act of 2011 (TJ21) was passed by the 2011 General Assembly and is based on recommendations from the Governor's Commission on Higher Education Reform, Innovation and Investment, which was formed through Executive Order No. 9 issued in March 2010. The TJ21 legislation requires institutions of higher education to prepare and submit a "Six-Year Plan" by July 1 each year in accordance with criteria outlined by the Higher Education Advisory Committee (HEAC). This landmark legislation also codifies a funding framework for higher education and identifies specific goals such as 100,000 new undergraduate degrees by 2025, increased retention and degree completion, optimal year-round utilization of resources, and investments in STEM-H programs.

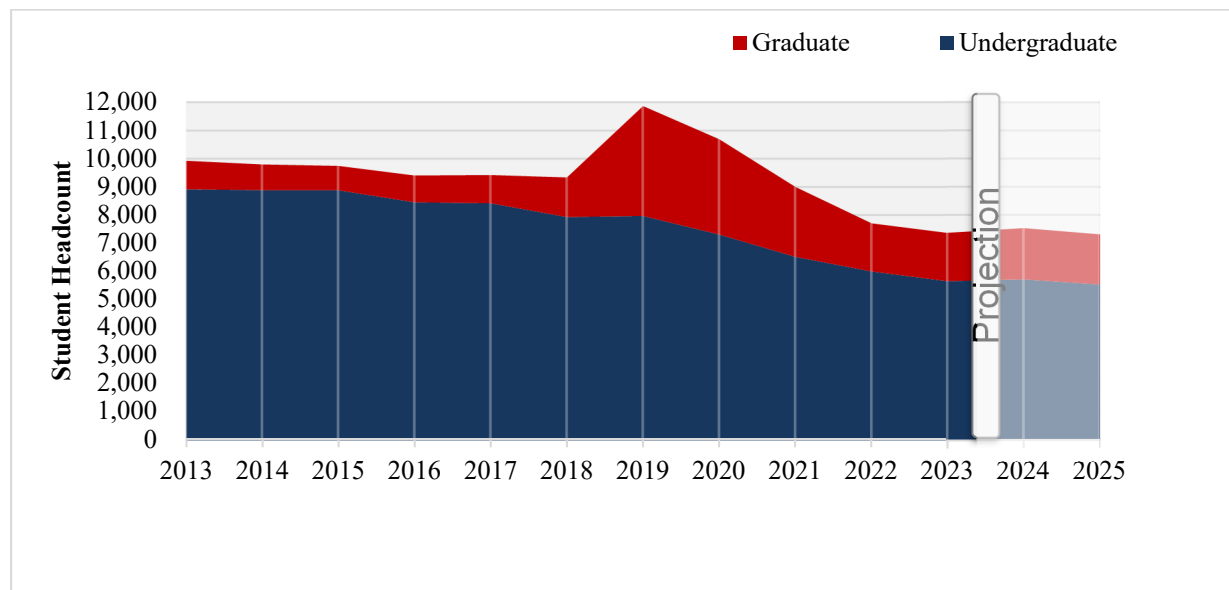
The University's internal annual budget development cycle provides the opportunity to re-evaluate the essential needs for the upcoming fiscal year and outlines divisional priorities for the outlying years. To strategically align the institution's long-range goals with projected resources, the budget

development review engages key personnel and provides a consistent mechanism to prioritize funding requests.

The University submitted an initial 2024-26 Six Year Plan to SCHEV on July 15, 2023. It is anticipated that the University's Six-Year Plan will continue to identify targeted objectives and strategies to achieve both state and institutional goals and provide a foundation for preparing tuition and mandatory fee recommendations for consideration by the Board of Visitors.

## Enrollment Trend

As previously stated, the University significantly increased enrollment in Fall 2019 through success of the Competency Based Education program and the addition of RUC allied health programs. However, since that time the University has experienced enrollment decline at its main campus. The University remains focused on stabilizing undergraduate student enrollment through innovative transfer options with the Community Colleges, such as the Bridge Program and articulation agreements, as well as increasing enrollment in high demand Health Sciences programs offered on both main campus and at RUC. Additionally, the University has launched accelerated graduate and completer programs to provide an expedited asynchronous learning option for nontraditional students.



Enrollment for 2024-25 is conservatively projected to be 3% below prior year levels, as the University analyzes the impact of the national enrollment decline and understands the long-lasting impacts of the pandemic and other market conditions.

Radford University is very reliant upon state general fund support due to the significant number of in-state undergraduate students served (91% as of fall 2023). The cost share model identifies that the University's E&G program should be funded 67% from state general fund support and 33% through institutional non-general fund sources (i.e. tuition, E&G fees, etc.). However, SCHEV's most recent calculation reflects an inversion with Radford University funding 43.9% from institutional non-general fund sources and 56.1% from state general funds.

## **Mandatory Cost Increases**

### ***2024 General Assembly Session Action***

As previously mentioned, the General Assembly completed its work on the Caboose Budget for the current fiscal year and the 2024-26 Biennial Budget; the budgets passed by the General Assembly have been communicated to Governor Youngkin for his review and action. In the area of employee compensation, the Governor's introduced Executive Budget recommended a 1% bonus effective December 2024 and a 1% salary increase effective December 2025. The budget passed by the General Assembly includes a 3% salary increase for eligible employees in FY 25 and an additional 3% in FY 26.

The General Assembly's budget also includes an additional \$3.5 million in Affordable Access funding, targeted to increase University base operating support and can be used to address operation & maintenance and employee compensation increases. To be conservative, the University is using estimates of no base changes to salary or additional operating support in its considerations for Tuition and Fee changes.

### ***Other Mandatory Costs***

In addition to the state-mandated items, the University must also address teaching and research faculty promotion and tenure contractual commitments, operation and maintenance of facilities, contractual escalators for technology and maintenance contracts, escalating utilities, and committed costs for previously approved projects.

### ***Division Program Requirements***

After an extensive review of division programmatic activities and requests that were submitted by each Vice President, divisional initiatives related to enrollment stabilization and student retention will be funded at a total of \$1.1 million. Considering current cost pressures and uncertainty, each division was asked to establish division-wide savings strategies of 3% budget reductions for 2024-25, totaling \$3.2 million.

In addition to the division-wide savings strategies, the Faculty Early Retirement Program (FERP) continues to generate savings of \$2.1 million and provide resources that will be used to balance the 2024-25 operating budget. This program provided special benefits to faculty who voluntarily retired from Radford University employment. The program also facilitated the release of faculty resources for budget reallocation or reduction in accordance with strategic plan goals, enrollment changes, and other University needs, while providing a financial incentive for eligible faculty.



## **E&G Summary**

The major factors considered in the proposed 2024-25 tuition rates by respective full-time student classification include: (1) anticipated Affordable Access funding, (2) anticipated mandatory cost increases, (3) the implementation of the University's Strategic Plan, (4) marketability of programs, and (5) essential programmatic needs of the University to sustain critical instructional support and student services.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for the proposed rates. Part-time tuition rates are derived from the respective full-time tuition rate and can also be referenced in the Summary of Tuition and Fees for 2024-25.

### **Undergraduate Tuition Rates:**

For 2024-25, Radford University's undergraduate full-time tuition rates are proposed to increase by 1.5% for in-state and out-of-state students. The full-time tuition rate increase results in a \$5 per credit hour increase for in-state undergraduates and \$13 per credit hour increase to out-of-state undergraduates.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for further details on the proposed rates.

### **Graduate Tuition Rates:**

For 2024-25, Radford University's graduate full-time tuition rates are proposed to increase by 3% for in-state and out-of-state students. For main campus, the full-time tuition rate increase results in a \$12 per credit hour increase for in-state graduates and \$23 per credit hour increase for out-of-state graduates. For RUC, the part-time tuition rate increase results in a \$12 per credit hour increase for in-state and out-of-state graduates.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B, at the end of this document, for further details on the proposed rates.

### **Virginia Educator Tuition Rate:**

The Virginia Educator rate is a reduced tuition rate for Virginia elementary and secondary school personnel, regardless of residency status, and assists with maintaining certification and supporting continued improvement in the quality of education provided to the citizens of the Commonwealth. This policy was implemented by the University in recognition of the importance for Virginia educators to enhance their professional knowledge and skills through recertification. The Virginia Educator tuition rate is proposed to remain flat.

To be eligible for the reduced tuition rate, educators (including teachers, administrators, counselors, librarians, coaches, and other instructional support staff) must be a full-time contractual employee in a K-12 public or private school in the Commonwealth of Virginia. The courses must be for professional development (e.g. graduate degree, additional endorsements, or for re-licensure), not for planned career changes outside of education.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for the proposed rate.

**Differential Tuition Rates:**

Differential tuition is recommended for specialized, high-demand, and/or costly programs. The current programs approved to charge differential tuition rates are provided in Schedule B for reference. Differential tuition rates were identified in the proposals submitted to the State Council for Higher Education (SCHEV) to support these programs upon their approval.

For 2024-25, Radford University proposes to adjust the rate for the following differential programs, unless otherwise noted, by 3% for both in-state and out-of-state students to address the increasing costs related to these programs. The differential programs include Emergency Services, Medical Laboratory Science, Healthcare Management (BS), Public Health (BS), Health Sciences (BS, MS, and DHSC), Healthcare Administration (MS), Occupational Therapy (MOT and OTD), Physical Therapy (DPT), Doctorate of Nursing Practice, Doctor of Education, and Design Thinking (MFA).

Also, in an effort to align and streamline current differentiated rates, the University proposes to:

- Align the Fast Track MBA and MSN to the same rate.
- Adjust the Master of Occupational Therapy (MOT) to the standard University rate.
- Adjust the Literacy Education, MS to an online rate, with in-state and out-of-state rates.
- Move the BS, Emergency Services and Medical Lab Sciences to the standard undergrad rate. Address BS, Healthcare Admin and Public Health in the following year once necessary structural decisions are made.

The comprehensive and other applicable fees will be in addition to the per-credit-hour fee unless otherwise noted. Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for the proposed rates.

**Technology Fee:**

A technology fee was first approved in 2010-11 to assist with covering increasing costs associated with supporting technology services provided to students. This fee supports standardized student software requirements, such as Microsoft Office and antivirus protection. It also supports the increased demand on the campus network infrastructure, incremental cost for the student enterprise system, and emerging classroom technologies.

Based upon current technology requirements, the fee is recommended to remain flat for 2024-25 at an annual rate of \$120 for both main campus and RUC. Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for the proposed rate.

## **Auxiliary Enterprises Program:**

### **Comprehensive Fee:**

The comprehensive fee is used to support certain student services and programs within auxiliary enterprise programs. Auxiliary enterprise activities are required to be self-supporting and, as such, do not receive any state support. Therefore, they must also maintain sufficient fund balances to provide their own operating support, renewal and replacement of equipment, and capital reserves.

The University is recommending a 3.59% increase in the 2024-25 comprehensive fee and a change from \$40 to \$50 per credit hour to the online comprehensive fee. The rate adjustments will cover the cost of mandatory cost escalations, such as the state anticipated 3% salary increase, maintenance and operating expenses, contract escalators, transit services, programmatic requirements, scholarships, and all associated indirect cost charges. New for 2024-25, the Literacy Education, M.S. will be assessed the online comprehensive fee as it is solely offered online.

Following is a description of each component of the comprehensive fee:

Athletics: The student fee supports the intercollegiate athletic program, which includes athletic administration, intercollegiate varsity sports teams, travel, scholarships, operation and maintenance of facilities, auxiliary indirect cost, and equipment. This fee entitles students to free admission into all sporting events.

Auxiliary Building/Facilities: The student fee supports auxiliary operation and maintenance of facilities, facilities staff, maintenance reserve projects, leased properties, insurance, auxiliary indirect cost, and equipment.

Auxiliary Support: The student fee supports auxiliary support personnel, operations, and direct student cost associated with the student OneCard services, technology support, photocopying services, and student wages.

Debt Service: The student fee supports debt service payments for auxiliary construction and renovation projects such as the Student Recreation and Wellness Center.

Recreation: The student fee supports the personnel, operations, maintenance, and equipment of all student recreation and intramural facilities and fields.

Student Activities: The student fee supports student programs, clubs, organizations, activities, and events for groups such as R-Space, Student Government Association, Greek Life, Student Organization Assistance and Resources (SOAR), LEAD Scholars Program, etc. Students can attend most events free of charge or at greatly reduced rates, depending on the type of event.

Student Health: The student fee supports general medical services provided by the Student Health Center, normal counseling services provided by the Student Counseling Center, the Center for Accessibility Services, and educational and support services provided by the Substance Abuse and Violence Education Support (SAVES) Office.

Student Services: The student fee supports student professional development through career, advising, and other resource services.

Student Union: The student fee supports administrative and student personnel, operations, maintenance, programmatic events, and equipment for the Bonnie Hurlburt Student Center and Heth Hall meeting rooms.

Transportation: The student fee supports unlimited access to the Radford Transit bus service for enrolled University students. Connections to other transit services (e.g. Smart Way Bus, Blacksburg Transit, etc.) may have separate user fees.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for the proposed rate.

### **Room Rates:**

In 2023, the University revised the housing rate structure to realign and reduce complexities in student housing requests, location changes, and additional out of pocket costs for laundry services. While the changes were received favorably, the costs of maintaining and supporting residential facilities continue to increase. To keep pace with escalating costs, the University is recommending a 3.4% average increase in the 2024-25 housing rates. The rate adjustments will support the cost of mandatory cost escalations, such as the state anticipated 3% salary increase, maintenance and operating expenses, contract escalators, and other related increases.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for further details on the proposed rates.

### **Board/Off-Campus Meal Plans:**

To meet the changing needs of students, provide better value, and assist with ease of use, the University revitalized meal plan offerings in 2023. The revised on-campus meal plan structure ensures that students will be guaranteed meals throughout the semester and provides more flexible options for commuter students. Students living in University housing must select one of the residential board plans as part of their housing agreement. An off-campus, non-residential student may elect to participate in any of the approved meal plan options. The revised meal plan structure and rates account for the expanded and guaranteed meal options as well as the dining services contractual commitments.

Due to increasing costs cited by our dining vendor, the University is recommending a 5.7% average increase in the 2024-25 meal plan rates.

Refer to the Summary of Tuition and Fees for 2024-25, Schedule B at the end of this document, for further details on the proposed rates.

### Schedule A: 2024-25 Resource Allocation Analysis

	Total
<b><u>REVENUE - estimated</u></b>	
<b>General Fund</b>	
State Appropriations	\$91,293,000
<b>Total GF</b>	<b>\$91,293,000</b>
<b>Non-General Fund</b>	
Tuition & Fees (Including Waivers)	\$62,539,000
Other	3,546,000
<b>Total NGF Changes</b>	<b>\$66,085,000</b>
<b>Total Revenue Changes</b>	<b>\$157,378,000</b>
<b><u>EXPENSES – estimated</u></b>	
Expense Base Budget	\$150,974,000
Fringe Benefit Increases	1,351,000
Mandatory Cost (State Funded)	4,607,647
Mandatory Cost (University Funded)	3,592,000
FY25 Strategic Commitments	4,854,000
FY25 Divisional 1% Operating Request	1,065,000
<b>Sub-Total Commitments</b>	<b>\$166,443,647</b>
<b><u>SAVINGS STRATEGIES -</u></b>	
Divisional Savings	(\$3,193,000)
Unallocated Contingency	(4,000,000)
Salary Variance Forecast	(1,882,000)
<b>Total Savings Strategies</b>	<b>(\$9,075,000)</b>
<b>RECURRING SURPLUS/(DEFICIT)</b>	<b>\$9,353</b>

Schedule B  
**Summary of Proposed 2024-25 Tuition and Fees**

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Radford University</b>				
<b>Undergraduate</b>				
<b><u>In-state Undergraduate (full-time)</u></b>				
Tuition <sup>1</sup>	\$8,401	\$8,528	\$127	
Mandatory Technology Fee <sup>2</sup>	120	120	0	
<b>Subtotal Tuition &amp; Mandatory E&amp;G Fees</b>	<b>\$8,521</b>	<b>\$8,648</b>	<b>\$127</b>	<b>1.49%</b>
Mandatory Comprehensive Fee <sup>2</sup>	3,765	3,900	135	
<b>Total In-state Undergraduate</b>	<b>\$12,286</b>	<b>\$12,548</b>	<b>\$262</b>	<b>2.13%</b>
Room - Dorm Double Occupancy	6,450	6,650	200	
Board - Residential Plan	5,114	5,410	296	
<b>Total In-state Undergraduate Living in University Housing</b>	<b>\$23,850</b>	<b>\$24,608</b>	<b>\$758</b>	<b>3.18%</b>
<b><u>Out-of-state Undergraduate (full-time)</u></b>				
Tuition <sup>1</sup>	\$20,853	\$21,166	\$313	
Mandatory Capital Fee <sup>2</sup>	447	447	0	
Mandatory Technology Fee <sup>2</sup>	120	120	0	
<b>Subtotal Tuition &amp; Mandatory E&amp;G Fees</b>	<b>\$21,420</b>	<b>\$21,733</b>	<b>\$313</b>	<b>1.46%</b>
Mandatory Comprehensive Fee <sup>2</sup>	3,765	3,900	135	
<b>Total Out-of-state Undergraduate</b>	<b>\$25,185</b>	<b>\$25,633</b>	<b>\$448</b>	<b>1.78%</b>
Room - Dorm Double Occupancy	6,450	6,650	200	
Board - Residential Plan	5,114	5,410	296	
<b>Total Out-of-state Undergraduate Living In University Housing</b>	<b>\$36,749</b>	<b>\$37,693</b>	<b>\$944</b>	<b>2.57%</b>

<sup>1</sup> Full-time tuition rates are based on 12-16 credit hours.

<sup>2</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Graduate</b>				
<b><u>In-state Graduate (full-time)</u></b>				
Tuition <sup>1</sup>	\$9,457	\$9,742	\$285	
Mandatory Technology Fee <sup>2</sup>	120	120	0	
Mandatory Comprehensive Fee <sup>2</sup>	3,765	3,900	135	
<b>Total In-state Graduate</b>	<b>\$13,342</b>	<b>\$13,762</b>	<b>\$420</b>	<b>3.15%</b>
<b><u>Out-of-state Graduate (full-time)</u></b>				
Tuition <sup>1</sup>	\$18,503	\$19,058	\$555	
Mandatory Capital Fee <sup>2</sup>	447	447	0	
Mandatory Technology Fee <sup>2</sup>	120	120	0	
Mandatory Comprehensive Fee <sup>2</sup>	3,765	3,900	135	
<b>Total Out-of-state Graduate</b>	<b>\$22,835</b>	<b>\$23,525</b>	<b>\$690</b>	<b>3.02%</b>

<sup>1</sup> Full-time tuition rates are based on 12-16 credit hours.

<sup>2</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

**Per Credit Hour Rates<sup>1</sup>**

**Tuition (per credit hour)**

Undergraduate

In-state	\$349	\$354	\$5	1.43%
Out-of-state	868	881	13	1.50%

Graduate

In-state	\$394	\$406	\$12	3.05%
Out-of-state	770	793	23	2.99%
Virginia Educator	302	302	0	0.00%

**Other Mandatory Fees (per credit hour)**

Technology Fee	\$5	\$5	\$0	0.00%
Capital Fee (Out-of-state only)	19	19	0	0.00%
Comprehensive Fee <sup>2</sup>	157	163	6	3.82%
Online Comprehensive Fee <sup>2</sup> (no annualized rate)	40	50	10	25.00%
Program Fee - Master of Occupational Therapy (MOT) (no annualized rate)	63	70	7	11.11%

<sup>1</sup> Summer tuition and mandatory fees are charged at regular academic year rates.

<sup>2</sup> The Comprehensive fee applies to seat based programs, whereas the Online Comprehensive fee applies to select differential programs that are offered fully online. The Online Comprehensive fee is assessed on a per credit hour basis in lieu of the Comprehensive fee.

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Differential Tuition &amp; Fees<sup>1</sup></b>				
<b><u>Master of Fine Arts in Design Thinking (MFA)</u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$767	\$790	\$23	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$40	50	10	
<b>Total In-state MFA</b>	<b>\$812</b>	<b>\$845</b>	<b>\$33</b>	<b>4.07%</b>
<b>Out-of-state (per credit hour):</b>				
Tuition	\$767	\$790	\$23	
Mandatory Capital Fee	\$19	19	0	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$40	50	10	
<b>Total Out-of-state MFA</b>	<b>\$831</b>	<b>\$864</b>	<b>\$33</b>	<b>3.97%</b>
<b><u>Doctor of Nursing Practice (DNP)</u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$519	\$535	\$16	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state DNP</b>	<b>\$564</b>	<b>\$590</b>	<b>\$26</b>	<b>4.53%</b>
<b>Out-of-state (per credit hour):</b>				
Tuition	\$1,027	\$1,058	\$31	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state DNP</b>	<b>\$1,091</b>	<b>\$1,132</b>	<b>\$41</b>	<b>3.74%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.



	<b>Approved 2023-24</b>	<b>Proposed 2024-25</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b>Differential Tuition &amp; Fees<sup>1</sup></b>				
<b><u>Doctor of Education (Ed.D.)</u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$382	\$393	\$11	
Program Fee	101	101	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state Ed.D.</b>	<b>\$528</b>	<b>\$549</b>	<b>\$21</b>	<b>4.06%</b>
<b>Out-of-state (per credit hour):</b>				
Tuition	\$382	\$393	\$11	
Program Fee	101	101	0	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state Ed.D.</b>	<b>\$547</b>	<b>\$568</b>	<b>\$21</b>	<b>3.92%</b>
<b><u>Literacy Education, MS</u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$394	\$406	\$12	
Mandatory Technology Fee	5	5	\$0	
Mandatory Online Comprehensive Fee	40	50	\$10	
<b>Total In-state Literacy Ed. MS</b>	<b>\$439</b>	<b>\$461</b>		<b>5.01%</b>
<b>Out-of-state (per credit hour):</b>				
Tuition	\$770	\$406	(\$364)	
Mandatory Capital Fee	19	19	\$0	
Mandatory Technology Fee	5	5	\$0	
Mandatory Online Comprehensive Fee	40	50	\$10	
<b>Total Out-of-state Literacy Ed. MS</b>	<b>\$834</b>	<b>\$480</b>	<b>\$10</b>	<b>-42.45%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

	<b>Approved 2023-24</b>	<b>Proposed 2024-25</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b>Differential Tuition &amp; Fees - Fast Track<sup>1</sup></b>				
<b><u>RN to BSN<sup>2</sup></u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$299	\$299	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state RN to BSN</b>	<b>\$344</b>	<b>\$354</b>	<b>\$10</b>	<b>2.91%</b>
<b>Out-of-state (per credit hour):</b>				
Tuition	\$299	\$299	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state RN to BSN</b>	<b>\$344</b>	<b>\$354</b>	<b>\$10</b>	<b>2.91%</b>
<b><u>Master of Business Administration<sup>2</sup></u></b>				
<b><u>Master of Science in Nursing, MSN<sup>2</sup></u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$410/\$420	\$430	\$10/\$20	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state MBA &amp; MSN</b>		<b>\$485</b>		<b>N/A</b>
<b>Out-of-state (per credit hour):</b>				
Tuition	\$410/\$420	\$430	\$10/\$20	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state MBA &amp; MSN</b>		<b>\$485</b>		<b>N/A</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

<sup>2</sup> Proposed rates in accordance with 7-week term online campus expansion program. Absent 7-week term structure prior year rates would apply.

	<b>Approved 2023-24</b>	<b>Proposed 2024-25</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b>Differential Tuition &amp; Fees - TTIP<sup>1</sup></b>				
<b><u>Tech Talent Investment Program (TTIP)</u></b>				
<b>In-state (per credit hour):</b>				
Tuition	\$216	\$216	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state Undergraduate TTIP</b>	<b>\$261</b>	<b>\$271</b>	<b>\$10</b>	<b>3.83%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

<b><u>Competency-Based Education (CBE)</u></b>				
<b><u>Cybersecurity - CBE (per credit hour)<sup>1</sup></u></b>				
Tuition	\$316	\$316	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Cybersecurity - CBE</b>	<b>\$361</b>	<b>\$371</b>	<b>\$10</b>	<b>2.77%</b>
<b><u>Geospatial - CBE (per credit hour)<sup>1</sup></u></b>				
Tuition	\$316	\$316	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Geospatial - CBE</b>	<b>\$361</b>	<b>\$371</b>	<b>\$10</b>	<b>2.77%</b>
<b><u>Education - CBE (per credit hour)<sup>1</sup></u></b>				
Tuition	\$316	\$316	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Education - CBE</b>	<b>\$361</b>	<b>\$371</b>	<b>\$10</b>	<b>2.77%</b>
<b><u>Data Science - CBE (per credit hour)<sup>1</sup></u></b>				
Tuition	\$316	\$316	\$0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Data Science - CBE</b>	<b>\$361</b>	<b>\$371</b>	<b>\$10</b>	<b>2.77%</b>

<sup>1</sup> Rate reduction of 10% may be applied for prepaid certificate program.

Radford University Board of Visitors  
 March 22, 2024  
 Recommendation for 2024-25 Tuition & Fees

	<u>Approved</u> <u>2023-24</u>	<u>Proposed</u> <u>2024-25</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
<b>Comprehensive Fee<sup>1</sup></b>				
<b>Mandatory Comprehensive Fee</b>				
Athletics	\$1,502	\$1,569	\$67	
Auxiliary Building/Facilities	109	112	3	
Auxiliary Support	327	337	10	
Debt Service	267	275	8	
Recreation	375	386	11	
Student Activities	156	161	5	
Student Health	369	380	11	
Student Services	104	107	3	
Student Union	397	409	12	
Transit	159	164	5	
<b>Total Comprehensive Fee</b>	<b>\$3,765</b>	<b>\$3,900</b>	<b>\$135</b>	<b>3.60%</b>

<sup>1</sup> The Online Comprehensive Fee is allocated utilizing a pro rata distribution of the full-time rate allocation.

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Fall &amp; Spring Annual Room Rates<sup>1,2</sup></b>				
<b>On-Campus Room (includes laundry)</b>				
Residence Hall				
Single	\$8,450	\$8,750	\$300	3.55%
Multiple	6,450	6,650	200	3.10%
Suite	7,600	7,850	250	3.29%
Apartment				
Single	\$9,600	\$9,950	\$350	3.65%
Multiple	7,600	7,850	250	3.29%
<b>Fall &amp; Spring Annual Board &amp; Meal Plan Rates<sup>2,3</sup></b>				
<b>Residential Board Plan</b>				
Highlander All Access	\$5,538	\$5,854	316	5.71%
Highlander Residential	5,114	5,410	296	5.79%
<b>Residential Apartment Board Plan</b>				
Highlander Jr.	\$2,962	\$3,170	208	7.02%
<b>Non-Residential Meal Plan (optional)<sup>4</sup></b>				
Highlander Commuter - 25 Swipes/Semester	\$1,100	\$1,148	48	4.36%

<sup>1</sup> Rates are listed on a per student/per bed basis.

<sup>2</sup> Summer and break rates are prorated based on the approved annualized rate.

<sup>3</sup> Select board and meal plans may not be available each term.

<sup>4</sup> Addition to meal plan assessed at an incremental rate.

<u>Approved</u> <u>2023-24</u>	<u>Proposed</u> <u>2024-25</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
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**Radford University Carilion**

**Undergraduate Tuition<sup>1</sup> & Fees<sup>2</sup>**

<b><u>In-state Undergraduate (full-time)</u></b>				
Tuition	\$8,401	\$8,528	\$127	
Mandatory Technology Fee	120	120	0	
Mandatory Comprehensive Fee	3,765	3,900	135	
<b>Total In-state Undergraduate</b>	<b>\$12,286</b>	<b>\$12,548</b>	<b>\$262</b>	<b>2.13%</b>
<b><u>Out-of-state Undergraduate (full-time)</u></b>				
Tuition	\$20,853	\$21,166	\$313	
Mandatory Capital Fee	447	447	0	
Mandatory Technology Fee	120	120	0	
Mandatory Comprehensive Fee	3,765	3,900	135	
<b>Total Out-of-state Undergraduate</b>	<b>\$25,185</b>	<b>\$25,633</b>	<b>\$448</b>	<b>1.78%</b>

<sup>1</sup> Full-time tuition rates are based on 12-16 credit hours.  
<sup>2</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Per Credit Hour Rates<sup>1</sup></b>				
<b><u>In-state Undergraduate (per credit hour)</u></b>				
Tuition	\$349	\$354	\$5	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total In-state Undergraduate</b>	<b>\$511</b>	<b>\$522</b>	<b>\$11</b>	<b>2.15%</b>
<b><u>Out-of-state Undergraduate (per credit hour)</u></b>				
Tuition	\$868	\$881	\$13	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total Out-of-state Undergraduate</b>	<b>\$1,049</b>	<b>\$1,068</b>	<b>\$19</b>	<b>1.81%</b>
<b><u>In-state Graduate (per credit hour)</u></b>				
Tuition	\$394	\$406	\$12	
Program Fee	298	298	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total In-state Graduate</b>	<b>\$854</b>	<b>\$872</b>	<b>\$18</b>	<b>2.11%</b>
<b><u>Out-of-state Graduate (per credit hour)</u></b>				
Tuition	\$394	\$406	\$12	
Program Fee	298	298	0	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total Out-of-state Graduate</b>	<b>\$873</b>	<b>\$891</b>	<b>\$18</b>	<b>2.06%</b>

<sup>1</sup> Summer tuition and mandatory fees are charged at regular academic year rates.

	<b>Approved 2023-24</b>	<b>Proposed 2024-25</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b>Differential Tuition and Fees<sup>1</sup></b>				
<b><u>Respiratory Therapy, BS (ASRT-BSRT)</u></b>				
<b>In-state Undergraduate (per credit hour):</b>				
Tuition	\$299	\$308	\$9	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state ASRT-BSRT</b>	<b>\$344</b>	<b>\$363</b>	<b>\$19</b>	<b>5.51%</b>
<b>Out-of-state Undergraduate (per credit hour):</b>				
Tuition	\$299	\$308	\$9	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state ASRT-BSRT</b>	<b>\$363</b>	<b>\$382</b>	<b>\$19</b>	<b>5.23%</b>
 <b><u>Healthcare Administration, BS</u></b>				
<b>In-state Undergraduate (per credit hour):</b>				
Tuition	\$316	\$325	\$9	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total In-state Healthcare Administration, BS</b>	<b>\$478</b>	<b>\$493</b>	<b>\$15</b>	<b>3.24%</b>
<b>Out-of-state Undergraduate (per credit hour):</b>				
Tuition	\$316	\$325	\$9	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total Out-of-state Healthcare Admin., BS</b>	<b>\$497</b>	<b>\$512</b>	<b>\$15</b>	<b>3.12%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.



	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Differential Tuition and Fees<sup>1</sup></b>				
<b><u>Public Health, BS</u></b>				
<b>In-state Undergraduate (per credit hour):</b>				
Tuition	\$316	\$325	\$9	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total In-state Public Health, BS</b>	<b>\$478</b>	<b>\$493</b>	<b>\$15</b>	<b>3.24%</b>
<b>Out-of-state Undergraduate (per credit hour):</b>				
Tuition	\$316	\$325	\$9	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total Out-of-state Public Health, BS</b>	<b>\$487</b>	<b>\$512</b>	<b>\$15</b>	<b>5.24%</b>
<b><u>Health Sciences, MS</u></b>				
<b>In-state Graduate (per credit hour):</b>				
Tuition	\$382	\$393	\$11	
Program Fee	223	223	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state Health Sciences, MS</b>	<b>\$650</b>	<b>\$671</b>	<b>\$21</b>	<b>3.30%</b>
<b>Out-of-state Graduate (per credit hour):</b>				
Tuition	\$382	\$393	\$11	
Program Fee	223	223	0	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state Health Sciences, MS</b>	<b>\$669</b>	<b>\$690</b>	<b>\$21</b>	<b>3.21%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Differential Tuition and Fees<sup>1</sup></b>				
<b><u>Master of Occupational Therapy, MOT<sup>2</sup></u></b>				
<b>In-state Graduate (per credit hour):</b>				
Tuition	\$387	\$406	\$19	
Program Fee	63	70	7	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total In-state MOT</b>	<b>\$612</b>	<b>\$644</b>	<b>\$32</b>	<b>5.24%</b>
<b>Out-of-state Graduate (per credit hour):</b>				
Tuition	\$605	\$793	\$188	
Program Fee	63	70	7	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total Out-of-state MOT</b>	<b>\$849</b>	<b>\$1,050</b>	<b>\$201</b>	<b>23.69%</b>

<sup>2</sup> Tuition rate for 12-16 credit hours will be assessed at the annualized rate.

**Healthcare Administration, MS**

<b>In-state Graduate (per credit hour):</b>				
Tuition	\$393	\$406	\$13	
Program Fee	212	212	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state Healthcare Admin., MS</b>	<b>\$650</b>	<b>\$673</b>	<b>\$23</b>	<b>3.52%</b>
<b>Out-of-state Graduate (per credit hour):</b>				
Tuition	\$393	\$406	\$13	
Program Fee	212	212	0	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state Healthcare Admin., MS</b>	<b>\$669</b>	<b>\$692</b>	<b>\$23</b>	<b>3.42%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

	<u>Approved 2023-24</u>	<u>Proposed 2024-25</u>	<u>Dollar Change</u>	<u>Percent Change</u>
<b>Differential Tuition and Fees<sup>1</sup></b>				
<b><u>Doctor of Occupational Therapy, OTD</u></b>				
<b>In-state Graduate (per credit hour):</b>				
Tuition	\$387	\$399	\$12	
Program Fee	181	181	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state OTD</b>	<b>\$613</b>	<b>\$635</b>	<b>\$22</b>	<b>3.53%</b>
<b>Out-of-state Graduate (per credit hour):</b>				
Tuition	\$605	\$623	\$18	
Program Fee	181	181	0	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state OTD</b>	<b>\$850</b>	<b>\$878</b>	<b>\$28</b>	<b>3.31%</b>
<b><u>Doctor of Health Sciences, DHSC</u></b>				
<b>In-state Graduate (per credit hour):</b>				
Tuition	\$382	\$393	\$11	
Program Fee	416	416	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total In-state DHSC</b>	<b>\$843</b>	<b>\$864</b>	<b>\$21</b>	<b>2.55%</b>
<b>Out-of-state Graduate (per credit hour):</b>				
Tuition	\$382	\$393	\$11	
Program Fee	416	416	0	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	40	50	10	
<b>Total Out-of-state DHSC</b>	<b>\$862</b>	<b>\$883</b>	<b>\$21</b>	<b>2.49%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

	<b>Approved 2023-24</b>	<b>Proposed 2024-25</b>	<b>Dollar Change</b>	<b>Percent Change</b>
<b>Differential Tuition and Fees<sup>1</sup></b>				
<b><u>Doctor of Physical Therapy, DPT</u></b>				
<b>In-state Graduate (per credit hour):</b>				
Tuition	\$494	\$509	\$15	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total In-state DPT</b>	<b>\$656</b>	<b>\$677</b>	<b>\$21</b>	<b>3.17%</b>
<b>Out-of-state Graduate (per credit hour):</b>				
Tuition	\$995	\$1,025	\$30	
Mandatory Capital Fee	19	19	0	
Mandatory Technology Fee	5	5	0	
Mandatory Comprehensive Fee	157	163	6	
<b>Total Out-of-state DPT</b>	<b>\$1,176</b>	<b>\$1,212</b>	<b>\$36</b>	<b>3.05%</b>

<sup>1</sup> For applicable differential tuition programs, students enrolled in 12 to 18 credit hours will be assessed the annualized rates for mandatory fees.

**Fall & Spring Annual Room Rates<sup>1</sup>**

**Off-Campus Rooms (incl laundry)**

Patrick Henry standard/studio - Single	\$10,500	\$10,900	\$400	3.81%
Patrick Henry standard/studio - Multiple	8,500	8,800	300	3.53%

<sup>1</sup>Summer rates are prorated based on the approved annualized rate.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**March 22, 2024**

**Action Item**  
**Recommendation for 2024-25 Tuition and Fees**

**NOW, THEREFORE, BE IT RESOLVED** that the Radford University Board of Visitors approves tuition and fees for the 2024-25 academic year as reflected in the Summary of Proposed 2024-25 Tuition and Fees beginning with the Fall 2024 semester and thereafter until otherwise adjusted by the Board of Visitors.

# Student Representative



# Spring Semester

- Health and Well-being Taskforce
- Advocacy Day 2024
- Virginia Women Veterans Ceremony
- R-CAT Peer Mentorship
- MRC work-study employment up 18%  
overall and RUC 40%
- Out of the Darkness Walk 2024
- MEDLIFE Cuzco, Peru  
Service-Learning Trip

**Amanda  
Bishop**

**Class of 2023  
BS in Criminal Justice**

**United States Army  
2012-2016**

**602nd ASB, CAB, 2nd ID  
Camp Humphreys, South  
Korea  
68th CSSB, 43rd SB, 4th ID  
Fort Carson, Colorado**

**Deployment: Kuwait 2015  
Operation Inherent Resolve  
Camp Buehring, Kuwait**



# Peer Mentor Program

**Sofia  
Stallard**

**RUC RN to BSN  
Program**

**United States  
Air Force  
Aerospace  
Medical  
Technician  
2016-2019**



- Estimated Training date: Spring 2024
- RUC Military Resource Center Pilot Program
- Focus on
  - Mental health
  - Well-being
  - Crisis management
  - Professional development



# Goals

**Sarah  
Schafer**

**Criminal Justice  
Class of 2023**

**United States  
Air Force  
Security  
Forces  
2015-2021**



- Continue meeting with Radford Faculty and Staff
- Veteran Outreach
- Virginia Women Veterans Ceremony
- Set Peer Mentorship Training Date

# Discussion

# Minutes



Radford  
UNIVERSITY



Board of Visitors

**Quarterly Meeting**  
**9:00 a.m.\*\***  
**December 1, 2023**  
**Kyle Hall, Room 340, Radford, VA**

**DRAFT**  
**MINUTES**

**Board Members Present**

Dr. Debra McMahon, Rector  
Mr. Marquett Smith, Vice Rector  
Mr. Robert A. Archer  
Ms. Jeanne S. Armentrout  
Ms. Betsy D. Beamer  
Ms. Joann S. Craig  
Dr. Betty Jo Foster  
Mrs. Jennifer Wishon Gilbert  
Mr. Tyler W. Lester  
Mr. George Mendiola, Jr.  
Ms. Lisa W. Pompa  
Mr. David A. Smith  
Mr. James C. Turk  
Dr. Kurt Gingrich, Faculty Representative (Non-voting Advisory Member)  
Mr. Troy Stallard, Student Representative (Non-voting Advisory Member)

Ms. Lisa W. Pompa contacted Board of Visitors Rector Debra McMahon prior to the meeting to inform her that a personal matter, caring for a parent in hospital, would prevent her from attending the meeting in person. Ms. Pompa participated by electronic communication from her home.

**Board Member Absent**

Dr. Jay A. Brown

**Others Present**

Dr. Bret Danilowicz, President  
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President  
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  
Ms. Susan Richardson, University Counsel  
Dr. Susan Trageser, Vice President for Student Affairs  
Dr. Bethany Usher, Provost and Senior Vice President for Academic Affairs  
Ms. Penny Helms White, Vice President for University Advancement

### **Call to Order**

Rector Debra K. McMahon called the quarterly meeting of the Radford University Board of Visitors to order at 9:03 a.m. in Kyle Hall, Room 340 and acknowledged that the meeting was being live streamed to the public. Rector McMahon expressed her appreciation to the Board members for their commitment, engagement and continued work on behalf of the students and university.

### **Approval of Agenda**

Rector McMahon asked for a motion to approve the Board of Visitors meeting agenda for December 1, 2023, as published. Mr. Marquett Smith so moved, Mr. Robert Archer seconded, and the motion carried unanimously.

### **Approval of Minutes**

Rector McMahon asked for a motion to approve the September 8, 2023 minutes of the Board of Visitors meeting. Dr. Betty Jo Foster so moved, Ms. Jeanne Armentrout seconded, and the motion carried unanimously.

### **President's Report**

President Bret Danilowicz provided a report to the Board of Visitors on recent university activities. A copy of the report is attached hereto as *Attachment A* and is made a part hereof.

### **Report from the Academic Excellence and Research Committee**

Ms. Jeanne Armentrout stated that the committee met on November 30, 2023, and shared the committee heard a presentation on the Wicked Problems program, a signature Radford initiative which teaches students to identify “wicked problems” and use interdisciplinary approaches to propose solutions. The committee also heard from Dr. Jeanne Mekolichick who presented an overview on external grants and contracts. Provost Bethany Usher provided an Academic Affairs report including an updated mission statement, information on the recently held distinction forums and the Tartan Transfer initiative.

### **Action Items**

Ms. Armentrout reviewed the following action items with the Board of Visitors.

### **Approval of Revisions to the Teaching and Research Faculty Handbook Language to be Gender Neutral**

A copy of the resolution is attached hereto as *Attachment B* and is made a part hereof.

### **Approval of Revisions to the Teaching and Research Faculty Handbook Language for Employment Classifications (Tenured, Tenure-Track, Adjunct)**

A copy of the resolution is attached hereto as *Attachment C* and is made a part hereof.

### **Approval of Revisions to the Teaching and Research Faculty Handbook Language for Employment Classifications (Special Purpose)**

A copy of the resolution is attached hereto as *Attachment D* and is made a part hereof.

### **Approve Merger of the Department of English and the Department of Foreign Languages and Literatures into the School of Writing, Language and Literature**

A copy of the resolution is attached hereto as *Attachment E* and is made a part hereof.

## **Approve the Discontinuation of the Doctor of Psychology in Counseling Psychology Program**

A copy of the resolution is attached hereto as *Attachment F* and is made a part hereof.

After reviewing the action items and discussion, Ms. Armentrout offered the items to be approved in a block vote if there was no objection. Mr. David Smith made the motion to approve all five action items, Mr. Marquett Smith seconded, and the motion carried unanimously.

## **Report from the Business Affairs and Audit Committee**

Mr. Tyler Lester stated that the committee met on November 30, 2023, and shared the committee heard from University Auditor Margaret McManus who provided several oral reports related to the quarterly review of the University Discretionary Fund, fiscal year 2023 payroll reviews and a follow-up audit status report. Mr. Lester reported that the committee heard a capital project update and reports on the financial overview, the internal budget process, fiscal year 2025 priorities, Radford Tuition Promise and an update on the 2024-25 division goals.

## **Action Items**

Mr. Lester reviewed the following action items with the Board of Visitors.

## **Approval for Change in Delegated Authority to Appoint Trustees for Benefit Trust Agreement**

A copy of the resolution is attached hereto as *Attachment G* and is made a part hereof.

## **Approval to Change Delegated Authority to update Supplemental Defined Contribution Benefit Plan and Qualified Governmental Excess Benefit Arrangement**

A copy of the resolution is attached hereto as *Attachment H* and is made a part hereof.

After reviewing the action items and discussion, Mr. Lester offered the items to be approved in a block vote if there were no objections. Ms. Jeanne Armentrout made the motion to approve both items, Mr. David Smith seconded, and the motion carried unanimously.

## **Report from the Enrollment Management and Brand Equity Committee**

Mrs. Jennifer Wishon Gilbert stated that the committee met November 30, 2023, and that they heard many exciting updates regarding access, affordability and enrollment considerations. The university is offering direct admissions to students who meet success metrics and increasing visits to campus by K-12 and community college visitors. In addition, the university is introducing the Radford Tuition Promise and discontinuing the use of EAB services for cultivation and application. Mrs. Gilbert shared that there was a successful reveal of the new brand at Homecoming, the website refresh was in November and a new site would go live in late spring.

## **Report from the External Engagement Committee**

Mr. Jimmy Turk stated that the committee met November 30, 2023 and shared that Vice President for Economic Development and Corporate Education Angela Joyner reviewed the proposed strategies, metrics and reporting timelines for her division, which align with the overall priorities for the university. The Provisional to Professional Pathway – a virtual teacher academy, would launch on Dec.1. Mr. Turk added that Radford University is releasing its 2022 Economic Impact Study report this week, reporting that the university had an economic impact of over \$421 million dollars.

Mr. Turk shared that Vice President of University Advancement Penny White provided updates to the committee on the 2023–2025 strategic goals, including the GG+A magazine readership survey. Vice President White also provided the committee with updates on recent events including Homecoming and Day of Gratitude. The committee heard that the campaign has reached \$93.8 million and after January, totals will no longer be reported. A campaign celebration is being planned for Homecoming 2024.

### **Report from the Student Affairs and Athletics Committee**

Mr. David Smith stated that the committee met on November 30, 2023 and shared that Director of Athletics Robert Lineburg provided updates to the committee on the current athletic teams' successes, including women's soccer claiming their 9th Big South Tournament title, and through a collaboration with Radford City, Nike and Radford University Athletics, the men's basketball will launch the new Radford City edition basketball jersey at the December 3 game. Mr. Craig Littlepage, Senior Consultant with Collegiate Sports Associates, gave an update on the state of college athletics.

Mr. Smith reported that Student Government Association President provided an update on the continued work of SGA to promote awareness and encourage involvement in programming across campus. SGA held several events during fall semester including an esports Mario Kart tournament, Trunk or Treat for community members and FallFest. Thanks to the generosity of a donor, the SGA office was named after former SGA President Kenneth Henshaw in a ceremony held during Homecoming.

Vice President for Student Affairs Susan Trageser provided the committee with information on the importance of creativity and an explorer mindset; catalyzing learning, innovation and problem solving to enhance the student experience. The Military Resource Center (MRC) continues to earn accolades related to the service and support to veteran and military-affiliated students. Radford University's first Guard Friendly School designation was received in August. Also, The Military Times once again awarded the Best for Vets Designation for Colleges and Universities.

### **Report from the Radford University Foundation**

Mr. Marquett Smith, Representative to the Radford University Foundation Board of Directors, provided an update on recent Foundation news and activities. The Foundation Board will meet on December 7 in Staunton. The Audit Committee met on November 29 and Brown Edwards will report at the full Board meeting. Mr. Smith reported that one of the SMIPO students will have a summer internship in Boston at the BNY Mellon office. The Foundation revisited their formula for calculating annual scholarships and will base the calculations on December 31 numbers rather than June 30, allowing scholarship information to be provided at least four months earlier each year. Mr. Marquett Smith distributed an asset summary report, attached hereto as *Attachment I* and made a part hereof.

### **Report from the Student Representative on the Board**

Student Representative to the Board Troy Stallard provided the Board with an update on his activities, initiatives and goals for the year. Mr. Stallard remains engaged with several health-related and veteran activities while working toward his goals developing the peer mentorship program, peer health education and continued veteran outreach.

### **CLOSED SESSION**

Rector McMahon requested a motion to move into closed session. Mr. Robert Archer made the motion that the Radford University Board of Visitors convene a closed session pursuant to **Section 2.2-3711 (A) Items 1 and 8** under the Virginia Freedom of Information Act for the discussion of personnel matters, more specifically related to the president's performance plan and salary, and consultation with legal counsel. Mr. Marquett Smith seconded the motion. The Board of Visitors went into closed session at 10:10 a.m.

### **RECONVENED SESSION**

Following closed session, public access to the meeting was reconnected. Rector McMahon called the meeting to order at 11:26 a.m. On the motion made by Mr. Robert Archer and seconded by Mr. Tyler Lester, the following resolution of certification was presented.

## Resolution of Certification

BE IT RESOLVED, that the Radford University Board of Visitors certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under this chapter were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered by the Board.

Roll Call	Vote
Mr. Marquett Smith	Yes
Mr. Robert A. Archer	Yes
Ms. Jeanne Armentrout	Yes
Ms. Betsy D. Beamer	Yes
Ms. Joann S. Craig	Yes
Dr. Betty Jo Foster	Yes
Mrs. Jennifer Wishon Gilbert	Yes
Mr. Tyler Lester	Yes
Mr. George Mendiola	Yes
Ms. Lisa Pompa	Yes
Mr. David A Smith	Yes
Ms. Georgia Anne Snyder-Falkinham	Yes
Mr. James Turk	Yes
Dr. Debra K. McMahon	Yes

### **OTHER BUSINESS**

#### **Two-Year Strategic Plan**

Rector McMahon asked for a motion to approve the Two-Year Strategic Plan. Mr. Marquett Smith made the motion, Mrs. Jennifer Gilbert seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment J* and is made a part hereof.

#### **Ratify Selection of Vice President White**

Rector McMahon asked for a motion to ratify the selection of Penny Helms White as Vice President of University Advancement. Ms. Jeanne Armentrout made the motion, Mr. David Smith seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment K* and is made a part hereof.

#### **Radford Tuition Promise**

Rector McMahon asked for a motion to ratify the Radford Tuition Promise. Ms. Marquett Smith made the motion, Mr. Robert Archer seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment L* and is made a part hereof.

### **ANNOUNCEMENTS**

January 24, 2024 Advocacy Day

March 21-22, 2024

June 6-7, 2024

July 21-23, 2024 Retreat

Sept. 5-6, 2024

Dec. 5-6, 2024

### **ADJOURNMENT**

With no further business to come before the Board, Rector McMahon adjourned the meeting at 11:34 a.m.



Respectfully submitted,

Karen Castele  
Secretary to the Board of Visitors and Special Assistant to the President

## **President Danilowicz's Remarks**

*Radford University Board of Visitors Meeting, December 1, 2023*

### Academic Year Updates

- You were made aware of the passing of Matthew Brunner in August (Registrar, Political Science) and unfortunately, we lost two other wonderful colleagues since our last meeting. Robert Williams (Chair, Department of English and Department of Foreign Languages and Literatures, Kevin “West” Bowers (Associate Professor in School of Communication) both passed away at the end of September.
- Penny White was named Vice President for University Advancement, meaning every cabinet level position now has permanent leadership in place.
- Final Six-Year Plan was submitted to SCHEV. Additional questions were received and responded to, but these did not require any changes to the plan we had submitted earlier and that received your approval in September.
- We continue to work with Carilion Clinic towards renaming the Radford University Carilion instructional site to simplify how we market our programs and how students navigate our websites and processes for enrollment purposes. This is an item that we will be taking to SCHEV for approval likely for their March review cycle, and there is not a vote required on this item by the Board of Visitors. Similarly, the budgeting process for RU and RUC currently is separated due to the way funding was provided to the university during the merger, and we will be requesting a merger of the two budgets to lessen the bureaucracy of maintaining separate budget and expenditure processes.
- Our Speech Code Rating is now Green with FIRE- Foundation for Individual Rights and Expression, meaning our policies protect free speech. This is part of our efforts to create a culture of civil discourse around different perspectives. We are only one of four public universities in the Commonwealth of Virginia that has achieved a green light speech code rating. The website will be updated on Tuesday to reflect our new rating.

### Government Relations and Advocacy

- The unprecedented turnover in the House and Senate due to retirements and resignations will be something that the university and other higher education institutions will be navigating in 2024. I look forward to working with the continuing House and Senate members and building relationships with the newly elected General Assembly members.
- We are pleased that Radford's main campus representatives remain Senator Travis Hackworth and Delegate Jason Ballard; and Radford's Roanoke campus representatives are Senator David Suetterlein and Delegate Sam Rasoul.
- Over the summer and fall, Lisa Ghidotti and I have met individually with 31 General Assembly members to-date, with additional meetings scheduled later this month. Our goal is to meet with 40 General Assembly members before the start of the 2024 session.
- Our focus topics for the 2024 legislative session have been discussed previously; additional need-based student aid, institutional flexibility for pricing programs and instructional modalities for out-of-state students, and internships to support the well-being of other university students. A legislative handout will be refreshed and ready for early January.
- We are hosting members of our regional delegation for a luncheon next week to share more about Radford University and discuss shared priorities for higher education and advancing our communities during the upcoming legislative session.

- The university is establishing a Government Relations Internship Program in 2024; this will be a semester-long program where Radford students will intern with legislative offices during the General Assembly session and with the university's Government Relations Office for the remainder of the semester.
- The Council of Presidents continues to meet quarterly with Governor Youngkin to discuss higher education priorities and other matters of mutual interest. The Governor will introduce his Caboose Budget and 2024-2026 Biennial Budget proposals to the Joint Money Committees on December 20, and I will update the Board once we know what is included in the Governor's budget for Radford University.
- Advocacy Day is Wednesday, January 24, 2024, and we anticipate participation from approximately 50 Radford students. We will be hosting an Advocacy Day reception the prior evening for General Assembly members and staff, Radford alumni in government and Advocacy Day participants. You are welcome to participate; please let Karen Castele know if you are interested.
- We are committed to providing you information to assist you in promoting the university in your role as a board member. In July, we provided you with our initial state priorities document. In September, I provided a list of some of the many ways you can help make a difference for the university, along with updated talking points. And today, we are providing you with some additional talking points and facts to assist your advocacy. We will have our final legislative priorities document for you after the Governor presents his budget and prior to the beginning of the General Assembly session.
- Many of you have daily or routine interactions with members of state government. If there are others who would like to be more involved but would like assistance in making the contacts, please let Karen know and she will connect you with Lisa Ghidotti.
- Again, we are committed to providing you with the information you need to help tell the Radford story. This is more important now than ever before, as we roll out our new brand and embark on our two-year strategic plan. I hope that you can all join us in Richmond for Advocacy Day as we showcase our students and collectively promote our university.

### Strategic Planning

- We celebrated the conclusion of the 2018-2023 Strategic Plan "*Embracing the Tradition and Envisioning the Future*" at Homecoming, with the notable opportunities for growth introduced by the formation of the Roanoke University Carilion programs and campus, and the capacity to grow programs through our competency-based education delivery modality. A guide celebrating the successes of that campaign is available to anyone interested on our website.
- We have been working on developing the goals, strategies, metrics and benchmarks for a two-year 2024-2025 Strategic Plan over the last year as a collaborative effort between the university and our Board of Visitors. This is reflective of the changes in how we have structured and operated our committees over the past year. While this plan has primarily been reviewed within divisions, there have been numerous cabinet-level discussions and opportunities for feedback from across the three employee senates. This is different than traditionally constructed plans which are in place to guide the institution for a longer period of time. This specific plan is largely internally focused and intended to reposition our institution to align with the rapid changes that occurred in the higher education landscape during the pandemic. We will be stronger and nimbler at the conclusion of this two-year plan.
- This two-year plan is not a comprehensive listing of initiatives or tactics. It started with more than 180 tactics which would be too extensive to report upon. The final 45 tactics and accountability metrics reflect the core strategies that will have the largest impact on our performance as a public university.

- We have been working on one-year goals, which were developed by vice presidents in consultation with the chairs of the Board of Visitor committees. This established clear metrics and accountability for tracking progress on key strategies. Note that we have been reporting on these metrics at the September meeting and yesterday's committee meetings. Many of these strategies are being subsumed in the two-year plan, and therefore reporting will switch to the metrics and timing as laid out in the two-year plan. If you believe that any specific metric is essential to ensuring adequate progress at the university from a governance perspective, please raise that with me or the committee chair.
- During the next two years, we will perform the groundwork for our next strategic plan, which is likely to encompass the years 2026-2030.

### Rebranding

- The rebranding effort coincided with a change in our marketing which included how Radford University is distinctive as a public university in the commonwealth. It then became an opportunity to provide the public a fresh look at Radford University. We have been strategically developing stories about the university that anticipate press coverage to reinforce a reframing of the university. These positive stories have, or will, include:
  - Launch of The HUB- Radford University's business support initiative which includes work-based opportunities for students.
  - Direct Admission for Students- simplifies enrollment and makes the process transparent.
  - Radford Tuition Promise- denotes the university as a leader in the effort to make a university degree affordable for commonwealth residents.
  - Southwest Virginia Community College Honors Program to RU Honors College transfer articulation- students seeking a challenging and affordable academic journey now have a seamless transfer opportunity to Radford.
  - Provisional to Professional Program (announced today, December 1)- Radford is creating the opportunity for ongoing professional development of in-service provisionally licensed teachers across the commonwealth.
  - Tartan Transfer Program- extensive partnership with regional community colleges that will be announced in the spring semester facilitating the ease of transfer to Radford University.

### Radford Tuition Promise

- I am appreciative of Vice President Beane and Director of Financial Aid Allison Pratt and their teams for the work that underpins the Radford Tuition Promise. For those listening in and new to the Promise, it is a commitment that students from families earning \$100,000 or less won't pay a penny for tuition. For a public university, a nationally leading statement about having an affordable pathway to degrees.
- This does not lessen our financial commitment to other students whose families earn over \$100,000; our financial aid and scholarships remain as generous as before. And being one of the three most affordable universities in the commonwealth to begin with, all students regardless of family income will find a high quality AND affordable education here.
- Given how novel this is, and the scale of the interest in a truly affordable educational pathway, we are rolling out this program conservatively so we can fulfil this promise no matter what occurs. Once we show the program is successful and can better assess demand, we will consider how we might expand the program for the fall 2025 cohort and make associated presentations to the Board in fall 2024 to ensure alignment of operations and university governance.

- This is a part of our rebranding. We teach in a very engaged, hands-on manner and integrate our experiences with the outdoors. We are very affordable. Our graduates are employed at a very high rate, AND they stay in the commonwealth. We are proud to be a state university, and we are making it clear why the residents of the Commonwealth of Virginia can be proud of Radford University.

### Enrollment

- Generally, baseline measures from past enrollment cycles are used to determine enrollment projections of new freshman and transfer students for the upcoming year. However, this year we have changed our enrollment and marketing process. This includes a new brand, separation from the EAB partnership, timing of deadlines and acceptance processes, K-12 outreach, the Radford Tuition Promise, significant revisions to the website and much more. We believe we are on track for stabilization or moving towards increasing enrollment, but we don't have comparable measures from last year. We will continue to develop our budget conservatively based on the projections we submitted to SCHEV/OpSix in May 2023, which still showed a slight decline in enrollment for the next two years. If we increase retention/progression rates this year, we could be virtually flat this year. Potentially we could see growth next year, so we have numerous controls in place to ensure that any growth is manageable, and we can meet the commitment we made to commonwealth students through the Radford Tuition Promise. Due to the way we have restructured admissions, we do believe academic preparedness of freshmen next year is likely to increase which will further bolster retention/graduation rates. We had the highest ever GPA for incoming freshman this year, and our planning should result in a new record again next year. So not only are we opening up access and providing an affordable route to higher education, we are also creating a more academically competitive cohort of students.

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

**November 30, 2023**

**RESOLUTION TO AMEND THE  
TEACHING AND RESEARCH FACULTY HANDBOOK**

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

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

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

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

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

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

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

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Motion to Revise the Teaching Responsibilities Language in the Teaching and Research Handbook

**Referred by:** Governance

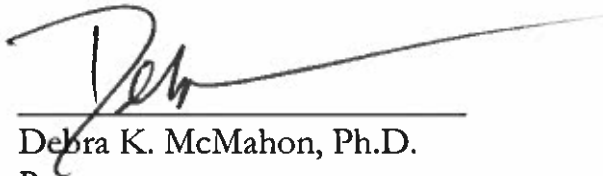
**MOTION:**

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

**RATIONALE:**

This simple revision makes the handbook gender neutral, inclusive, and consistent in its language.

Approved: December 1, 2023



Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

**RESOLUTION TO AMEND THE  
TEACHING AND RESEARCH FACULTY HANDBOOK**

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

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

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

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

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

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

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

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Motion to Revise the Teaching Responsibilities Language in the Teaching and Research Handbook



**Referred by:** Faculty Issues

**MOTION:**

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

**1.1.1 Tenured Faculty**

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

**1.1.2 Tenure-Track Faculty**

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

**1.1.5 Adjunct Faculty**

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

In the event that an adjunct faculty member is subsequently hired in a tenure-track position, the time employed as an adjunct faculty member cannot count toward the probationary period.

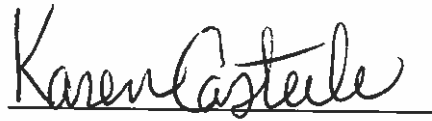
**RATIONALE:**

This motion removes outdated information, as the Personnel Information Manual no longer exists.

Approved: December 1, 2023



Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

**RESOLUTION TO AMEND THE  
TEACHING AND RESEARCH FACULTY HANDBOOK**

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

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

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

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

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

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

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

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[Motion to Revise the Teaching Responsibilities Language in the Teaching and Research Handbook](#)

**Referred by:** Faculty Issues

**MOTION:**

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

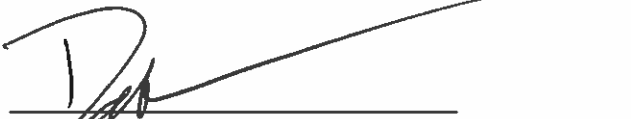
**1.1.3 Special Purpose Faculty**

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

**RATIONALE:**

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

Approved: December 1, 2023



Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

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

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

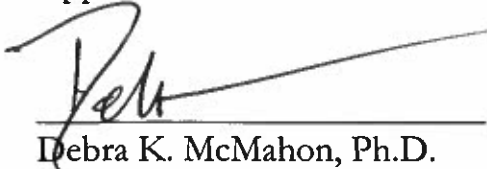
**WHEREAS**, Faculty in the Department of English and in the Department of Foreign Languages and Literatures have approved a proposal to merge the departments to form the School of Writing, Language, and Literature;


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

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

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

Approved: December 1, 2023

  
\_\_\_\_\_  
Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors

  
\_\_\_\_\_  
Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

**RESOLUTION FOR DISCONTINUANCE OF THE DOCTOR OF PSYCHOLOGY  
(PSY.D.) IN COUNSELING PSYCHOLOGY**

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

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

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

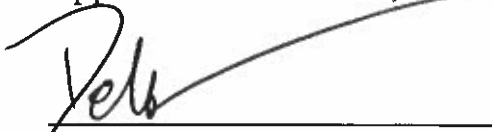
**WHEREAS**, the Psy.D. program was resource intensive. A minimum of 5 graduate faculty were required to offer the program. To compete with other psychology doctoral training programs in the Commonwealth, Psy.D. students received full financial support across their first three years in the Program; and

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

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

**NOW, THEREFORE, BE IT RESOLVED**, a decision has been made to discontinue the Doctor of Psychology (Psy.D.) in Counseling Psychology and remove it from the Radford University degree inventory; and it is further **RESOLVED**, that the President and/or his designee(s) are hereby authorized to submit any and all documentation that may be required to receive approval of the discontinuance of the program to the State Council of Higher Education of Virginia.

Approved: December 1, 2023



Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

### **Proposed Intent to Discontinue**

Radford University is proposing to discontinue the Graduate Program in Counseling Psychology (Psy.D.; CIP code: 42.2803). The doctoral Program is located in the College of Humanities and Behavioral Sciences.

### **Background**

The Psy.D. Program in Counseling Psychology was initially offered at Radford University in Fall 2008. The purpose of the Program was to train doctoral level Counseling Psychologists and prepare them for licensure as Licensed Clinical Psychologists.

Between August of 2021 and August of 2022, 5 of 6 Program faculty either retired or resigned their positions, leaving one remaining faculty member to run the program. The Department of Psychology evaluated the long-term viability of the Program and determined that the Program should not continue. This decision was shared with College of Humanities and Behavioral Sciences leadership, the Office of the Provost, and the Office of the President, and the Department's decision was supported.

### **Rationale for Intent to Discontinue**

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

### **Critical Shortage Area**

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

### **Teach-out Plan**

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

### **“Stopped Out” Students**

There are currently no stopped out students within the program.

**RADFORD UNIVERSITY BOARD OF VISITORS  
Business Affairs and Audit Committee  
November 30, 2023**

**Action Item**

**Delegated authority to appoint Trustees for the Radford University Retirement Benefit Restated Trust Agreement**

**Item:**

Delegated authority to appoint Trustees for the Radford University Retirement Benefit Restated Trust Agreement

**Background:**

Radford University adapted the Radford University Supplemental Defined Contribution Benefit Plan, a qualified retirement plan under Section 401(a) of the Internal Revenue Code and established a single Trust as a vehicle for funds contributed under the Plan and other Code Section 401(a) plans.

In order to ensure that Trustees are updated in a timely manner during a time of position transition, it is being requested for delegated authority to be granted to the President to appoint trustees for the Radford University Retirement Benefit Restated Trust Agreement as needed. Updates on Trustee assignments to the Board of Visitors will be provided as requested.

**Action:**

Radford University Board of Visitors delegates authority to appoint Trustees for the Radford University Retirement Benefit Restated Trust Agreement to the President.

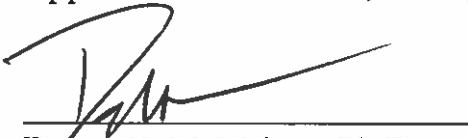


**RADFORD UNIVERSITY BOARD OF VISITORS**  
**Resolution**  
**December 1, 2023**

**Approval of delegated authority to appoint Trustees for the Radford University Retirement  
Benefit Restated Trust Agreement**

**BE IT RESOLVED**, the Radford University Board of Visitors delegates authority to appoint Trustees for the Radford University Retirement Benefit Restated Trust Agreement to the President.

Approved: December 1, 2023



Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

**RADFORD UNIVERSITY BOARD OF VISITORS  
Business Affairs and Audit Committee  
November 30, 2023**

**Action Item**

**Update delegated authority to update Supplemental Defined Contribution Benefit Plan and Qualified Governmental Excess Benefit Arrangement**

**Item:**

Update delegated authority to update Supplemental Defined Contribution Benefit Plan and Qualified Governmental Excess Benefit Arrangement.

**Background:**

Radford University adopted and executed the Radford University Employer Contribution 403(b) Plan (the “Employer 403(b) Plan”), an existing Internal Revenue Code (“Code”) section 403(b) plan that is exclusively funded by employer contributions, and the Radford University Supplemental Defined Contribution Plan (the “Supplemental Plan”), a defined contribution plan qualified under Code section 401(a), which included a Code section 415(m) excess benefit arrangement. Additionally, the Board delegated authority to the Associate Vice President for Finance and University Controller to make non-substantive amendments not involving policy discretion to the Employer 403(b) Plan, amended Supplemental Plan, and QEBA on behalf of the University in order to maintain the plans in compliance with applicable federal and state laws.

In order to ensure that Plans are updated and in accordance with applicable state and federal laws, the delegated authority is being requested to be changed from the Associate Vice President for Finance to the Assistant Vice President for Human Resources.

**Action:**

Radford University Board of Visitors updates the delegated authority to make non-substantive amendments not involving policy discretion to the Employer 403(b) Plan, Supplemental Plan, QEBA as necessary to comply with changes in applicable state and federal laws to the Assistant Vice President for Human Resources.

**RADFORD UNIVERSITY BOARD OF VISITORS**

**Resolution**

**December 1, 2023**

**Approval of update to delegated authority to update Supplemental Defined Contribution Benefit Plan and Qualified Governmental Excess Benefit Arrangement.**

**BE IT RESOLVED**, the Radford University Board of Visitors updates the delegated authority to make non-substantive amendments not involving policy discretion to the Employer 403(b) Plan, Supplemental Plan, QEBA as necessary to comply with changes in applicable state and federal laws to the Assistant Vice President for Human Resources.

Approved: December 1, 2023

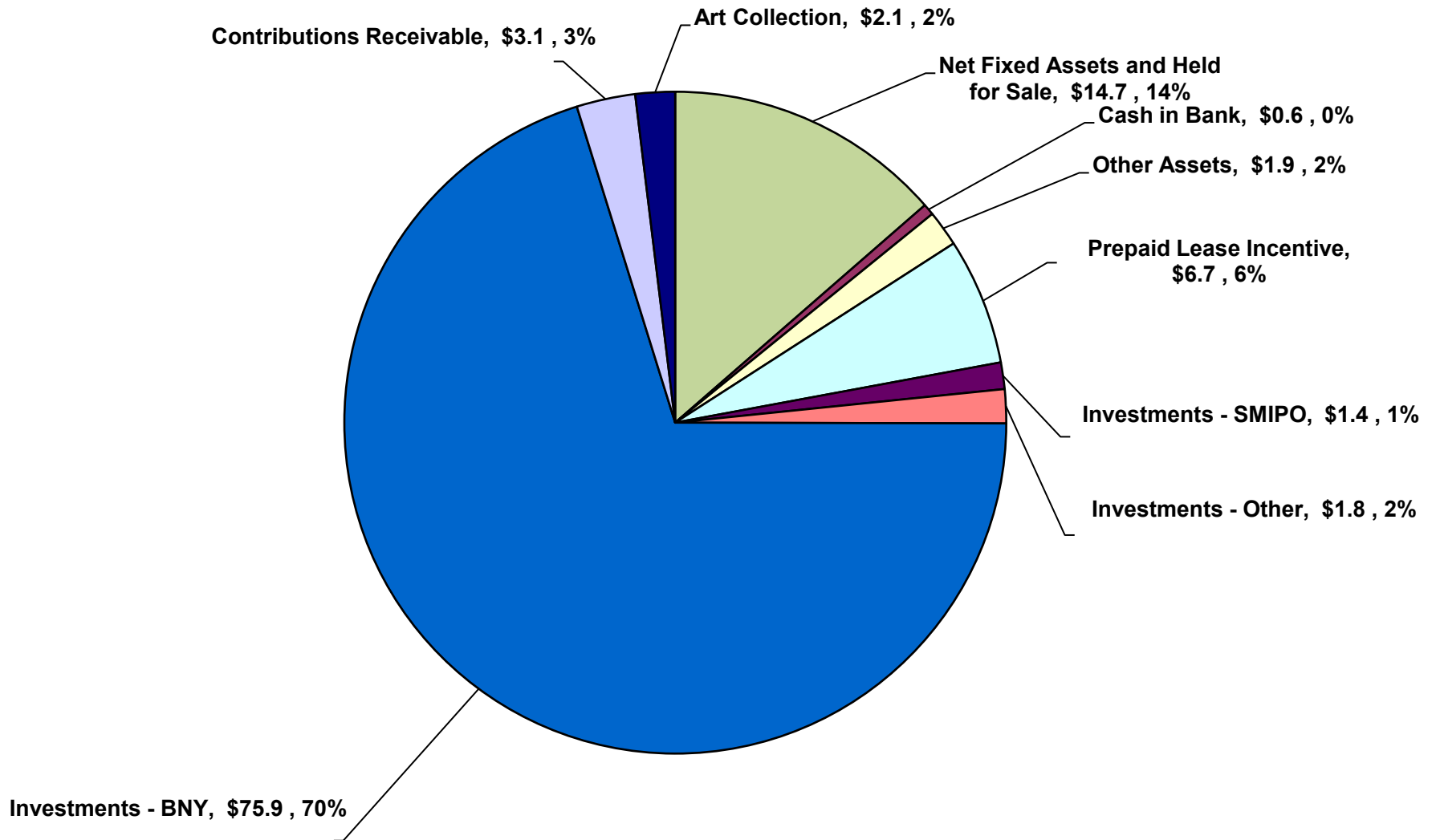


Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

# Radford University Foundation Asset Composition as of 9/30/2023-PRELIMINARY




(in millions)  
**Total Assets: \$108.2M**

**Radford University Board of Visitors  
Resolution  
December 1, 2023**

Approval of Radford University's Two-Year Strategic Plan

**Now Therefore Be It Resolved**, the Radford University Board of Visitors approves the Two-Year Strategic Plan for implementation during 2024 and 2025.

Approved: December 1, 2023



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**Debra K. McMahon, Ph.D.**

Rector  
Radford University Board of Visitors



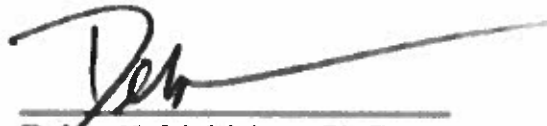
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Karen Castele  
Secretary to the Board of Visitors  
Radford University

**Radford University Board of Visitors  
Resolution  
December 1, 2023**

**Now Therefore Be It Resolved**, the Board of Visitors, in accordance the Article II, Section 2 of the Bylaws, approves and ratifies the selection of Penny Helms White by President Bret Danilowicz as Vice President for University Advancement, effective September 25, 2023. Ms. White served as interim vice president from August 2022 to the time of this appointment.

Approved: December 1, 2023



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**Debra K. McMahon, Ph.D.**

Rector  
Radford University Board of Visitors



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Karen Castele  
Secretary to the Board of Visitors  
Radford University


**Radford University Board of Visitors  
Radford Tuition Promise  
December 1, 2023**

**Now Therefore Be It Resolved**, the Radford University Board of Visitors endorses the Radford Tuition Promise and supports this effort to further expand the educational opportunities for students in the Commonwealth of Virginia who meet the criteria. The Board of Visitors will monitor the financial impact on families and the university through periodic updates by university leadership.

The Radford University Board of Visitors remains committed to affordability as a top priority for all students.

Approved: December 1, 2023

  
**Debra K. McMahon, Ph.D.**  
Rector  
Radford University Board of Visitors

  
Karen Castele  
Secretary to the Board of Visitors  
Radford University

# End of Board of Visitors Materials

