

Business Affairs and Audit Committee

March 2025



Radford
UNIVERSITY



Business Affairs and Audit Committee

3:00 p.m.**

March 20, 2025

Mary Ann Jennings Hovis Memorial Board Room
Martin Hall, Third Floor, Radford, VA

DRAFT

Agenda

- **Call to Order** Dr. Betty Jo Foster, *Chair*
- **Approval of Agenda** Dr. Betty Jo Foster, *Chair*
- **Approval of Minutes** Dr. Betty Jo Foster, *Chair*
 - December 5, 2024
- **Report from the Auditor of Public Accounts** Mr. David Rasnic, *Audit Director, Higher Education Programs, and Radford University Project Manager*
- **University Auditor's Report** Ms. Margaret McManus, *University Auditor*
- **Finance and Administration**
 - Capital Update Dr. Rob Hoover, *Vice President for Finance and Administration and Chief Financial Officer*
 - **Action item:** Recommendation for Approval of Resolution Certifying Compliance with the Radford University Debt Management Policy Dr. Rob Hoover, *Vice President for Finance and Administration and Chief Financial Officer*
 - Reports Dr. Rob Hoover, *Vice President for Finance and Administration and Chief Financial Officer*
 - Financial Overview
 - Fiscal Outlook
 - Tuition and Fee Recommendations
 - **Action item:** Approval of Recommended Tuition and Fees Dr. Rob Hoover, *Vice President for Finance and Administration and Chief Financial Officer*
- **Closed Session** Dr. Betty Jo Foster, *Chair*

Virginia Freedom of Information Act
§2.2-3711(A) (3) and (8)
- **Other Business** Dr. Betty Jo Foster, *Chair*
- **Adjournment** Dr. Betty Jo Foster, *Chair*

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

COMMITTEE MEMBERS

Dr. Betty Jo Foster, Chair
Mr. George Mendiola, Vice Chair
Ms. Jeanne Armentrout
Ms. Joann S. Craig
Mr. Jonathan D. Sweet
Mr. James C. Turk

Meeting Materials



Radford
UNIVERSITY



2024 Audit Entrance Meeting

March 20, 2025

David Rasnic, Higher Education Programs Director
Auditor of Public Accounts

Our Team

David Rasnic



Director

- 17 years experience
- CPA, CISA
- Specialty: Higher Education
- Recent Projects: George Mason University, Norfolk State University, University of Virginia

Austen Wade



Senior

- 6 years experience
- Specialty: Reporting and Standards
- Recent Projects: University of Virginia, Higher Ed Debt and Pension

Emily Morones



Senior

- 7 years experience
- Specialty: Compliance Assurance
- Recent Projects: Single Audit, Virginia Employment Commission, VA Annual Financial Report

Ben Fidler



Associate

- 1 year
- Specialty: Process Innovation
- Recent Projects: UVA Medical Center, William and Mary

Tyler McClellan



Associate

- 1 year
- Specialty: Higher Education
- Recent Projects: UVA Medical Center, NCAA, William and Mary

Brooke Pennington



Associate

- 2 years experience
- Specialty: Compliance Assurance
- Recent Projects: Department of Social Services, William and Mary, Single Audit

Engagement Overview

- Audit Period: July 1, 2023 – June 30, 2024
- Audit Timing: February 2025 – June 2025
- Objectives: University-specific
Component Units (Foundations)

Audit Objectives

- **Financial Statements**

- Primary objective of audit is to provide an opinion on fair presentation in accordance with GAAP
- We assess risk of material misstatement at the line item level and design an audit approach responsive to those risks
- Procedures include a combination of tests of detailed transactions and balances, as well as internal control processes

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Audit Objectives

- **Required Supplementary Information (RSI)**

- We review for consistency with the basic financial statements
- We perform limited procedures, including management inquiries and review of support
- We do not provide an opinion concerning RSI

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Significant Risks

Management Override

- Risk is present at all organizations
- Access controls
- Segregation of duties

Revenue Recognition

- Risk is generally present at all organizations

Approach to Materiality

- We consider what is likely to influence the judgment of a financial statement user in order to:
 - Assess risk and design audit procedures
 - Evaluate misstatements in amounts and deficiencies in processes
- Calculate quantitative thresholds by ‘opinion unit’
 - Component Unit – Radford University Foundation
- Apply qualitative considerations in addition to quantitative

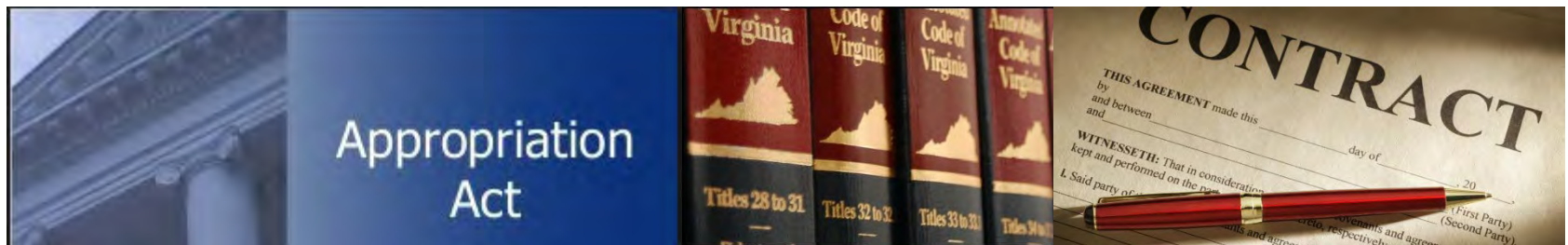
Approach to Fraud

- Team interviews personnel and assesses the risk of fraud
- Team looks for red flags and considers the potential for fraud as it relates to exceptions identified during fieldwork
- Radford is required to notify APA when suspected fraud is identified



Approach to Compliance

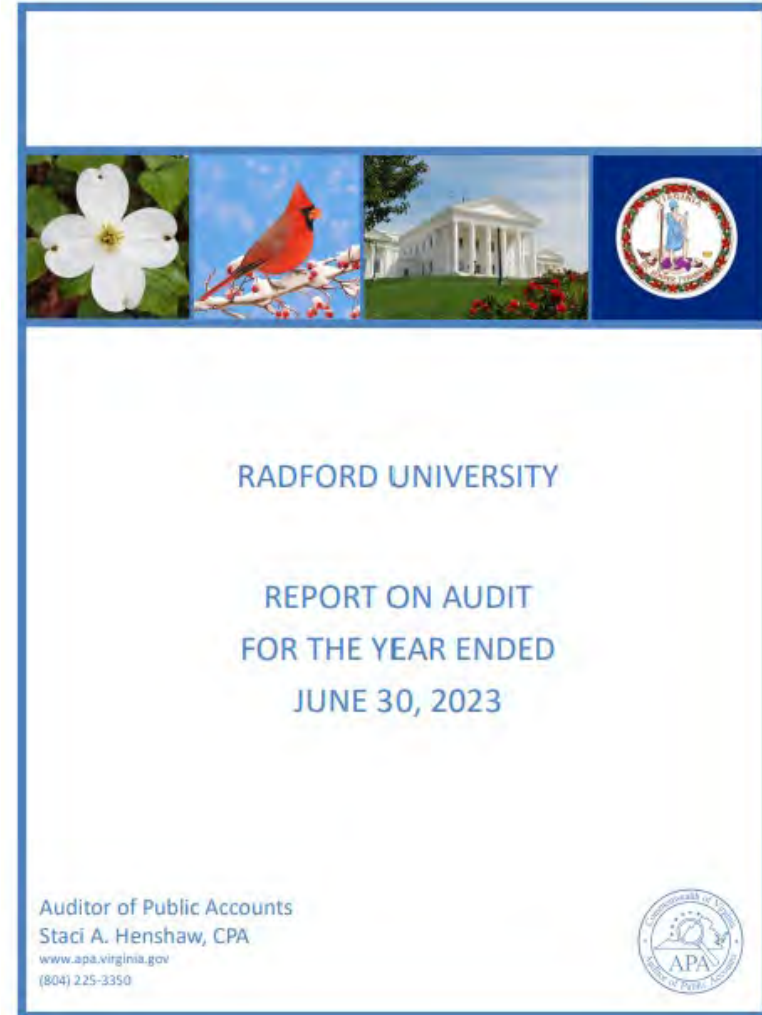
- We consider the risk that potential non-compliance could have a material direct or indirect effect on the financial statements
- We assess management's processes
- We test compliance which we deem significant in the context of the audit objectives



Audit Objectives

Report on Internal Controls and Compliance

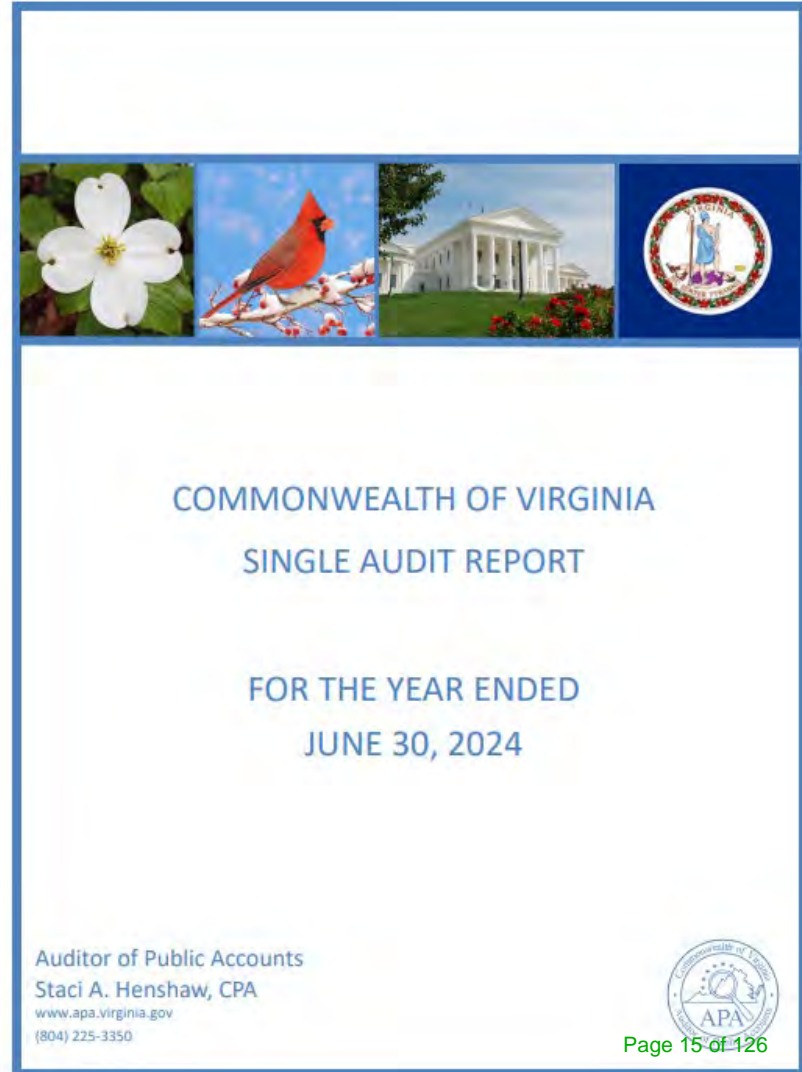
- We do not provide an opinion on internal controls
- We are required to report any findings that we deem to be significant deficiencies or material weaknesses
- Though not required, we plan to issue this report the same week we release the audit opinion



Audit Objectives

Commonwealth Single Audit

- The Single Audit report serves as the internal control report for the Commonwealth's Annual Comprehensive Financial Report
- Student Financial Aid Findings included in the Radford internal controls report were carried forward to the Single Audit report



Management Communication

- Entrance/Exit with Management
- Periodic status updates
- When potential concerns are noted:
 - Confirm condition
 - Obtain response
 - Evaluate significance

Audit Committee Communication

- If you are aware of risks our audit should address, please share those with us
- Unless there are findings requiring your immediate attention, we will present our results to you at the conclusion of the audit
- If earlier communication is warranted, we will coordinate with management to ensure the Committee is informed in a timely manner
- Terms of the engagement and representation letters

Intended Use Statement

This presentation is intended solely for the information and use of those charged with governance and management, and is not intended to be, and should not be, used by anyone other than these specified parties.



Radford University

Independent Accountant's Report on Applying Agreed-Upon Procedures Performed on the Intercollegiate Athletics Program as Required by NCAA Bylaw 20.2.4.17.1

Year Ended June 30, 2024

Contents

Independent Accountant’s Report on Applying Agreed-Upon Procedures..... 1

Additional Information

Attachment A – Statement of Revenues and Expenses 2

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Attachment B – Agreed-Upon Procedures..... 6

Independent Accountant's Report on Applying Agreed-Upon Procedures

Bret S. Danilowicz, President
Radford University
Radford, Virginia
and
Commonwealth of Virginia Auditor of Public Accounts
and
Glenn Youngkin, Governor of Virginia
and
Members, Joint Legislative Audit and Review Commission

We have performed the procedures enumerated in Attachment B to this report to assist you in evaluating whether the Statement of Revenues and Expenses (Attachment A) of Radford University (Institution) and related notes are in compliance with the National Collegiate Athletic Association (NCAA) Bylaw 20.2.4.17.1 as of and for the year ended June 30, 2024. The management of the Institution is responsible for compliance with the NCAA Bylaw 20.2.4.17.1.

The Institution has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of determining compliance with the NCAA Bylaw 20.2.4.17.1 as of and for the year ended June 30, 2024. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are described in Attachment B to this report.

We were engaged by the Institution to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not, conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on compliance with the NCAA Bylaw 20.2.4.17.1. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Institution and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Institution, the Commonwealth of Virginia Auditor of Public Accounts, the Governor of Virginia, and the Members of the Joint Legislative Audit and Review Commission and is not intended to be, and should not be, used by anyone other than these specified parties.

Forvis Mazars, LLP

**Louisville, Kentucky
December 20, 2024**

Radford University
Intercollegiate Athletics Program
Statement of Revenues and Expenses
Year Ended June 30, 2024

Attachment A

	Men's Basketball	Women's Basketball	Men's Other	Women's Other	Non-Program Specific	Total
Operating Revenues						
Ticket sales	\$ 66,055	\$ 14,455	\$ -	\$ 1,110	\$ -	\$ 81,620
Student fees	-	-	-	-	8,965,195	8,965,195
Direct institutional support	-	-	-	-	208,742	208,742
Guarantees	410,888	62,000	10,000	16,000	-	498,888
Contributions	48,620	17,070	232,835	70,756	345,802	715,083
In-Kind	25,368	14,352	117,060	13,235	4,838	174,853
NCAA distributions	-	-	-	-	465,118	465,118
Conference distributions (non-media and non-football bowl)	-	-	-	-	229,449	229,449
Program, novelty, parking, and concession sales	-	-	-	-	4,299	4,299
Royalties, licensing, advertisement and sponsorships	41,750	22,750	28,300	37,075	378,675	508,550
Athletics restricted endowment and investments income	2,367	4,657	19,898	94,609	14,000	135,531
Other operating revenue	50	41	-	534	4,918	5,543
Total Operating Revenues	595,098	135,325	408,093	233,319	10,621,036	11,992,871
Operating Expenses						
Athletic student aid	578,003	543,143	625,630	1,016,463	14,000	2,777,239
Guarantees	17,000	3,800	11,484	-	-	32,284
Coaching salaries, benefits, and bonuses paid by the Institution and related entities	739,086	410,421	784,986	967,988	-	2,902,481
Support staff/administrative compensation, benefits, and bonuses paid by the Institution and related entities	78,129	73,934	-	-	2,122,757	2,274,820
Severance payments	-	1,817	-	318	12,244	14,379
Recruiting	83,880	37,646	15,937	26,847	-	164,310
Team travel	218,696	196,130	208,503	320,578	-	943,907
Equipment, uniforms, and supplies	56,178	42,692	309,062	208,948	46,504	663,384
Game expenses	60,341	48,887	59,087	43,654	75,682	287,651
Fundraising, marketing and promotion	19,605	250	816	49	245,347	266,067
Spirit groups	23,928	23,928	-	-	-	47,856
Athletic facilities debt service	-	-	62,185	-	-	62,185
Direct overhead and administrative expenses	2,102	1,936	14,084	8,033	770,859	797,014
Indirect costs paid to the Institution by Athletics	-	-	-	-	1,223,451	1,223,451
Medical expenses and insurance	829	-	-	-	270,905	271,734
Memberships and dues	990	1,130	5,942	6,512	38,806	53,380
Student-athlete meals (non-travel)	30,361	8,393	33,044	26,837	12,265	110,900
Other operating expenses	26,574	20,432	26,088	51,948	273,151	398,193
Total Operating Expenses	1,935,702	1,414,539	2,156,848	2,678,175	5,105,971	13,291,235
Excess (Deficiency) of Revenues Over (Under) Expenses	\$ (1,340,604)	\$ (1,279,214)	\$ (1,748,755)	\$ (2,444,856)	\$ 5,515,065	\$ (1,298,364)
Other Reporting Items						
Total Athletics-related debt						\$ 46,779
Total institutional debt						\$ 83,838,683
Value of Athletics-dedicated endowments						\$ 3,826,207
Value of institutional endowments (Excluding Athletics)						\$ 67,846,759
Total Athletics-related capital expenditures						\$ 57,593

Note 1. Basis of Presentation

The accompanying Statement of Revenues and Expenses (Statement) has been prepared on the accrual basis of accounting. The purpose of the Schedule is to present a summary of current revenues and expenses of the Intercollegiate Athletic Programs (Athletics) of Radford University (Institution) for the year ended June 30, 2024, and includes both Athletics' revenues and expenses made on behalf of Athletics by outside organizations not under the accounting control of the Institution. Because the Statement presents only a selected portion of the activities of the Institution, it is not intended to and does not present either the financial position, changes in financial position or cash flows of the Institution as a whole, for the year then ended. Revenues and expenses directly identifiable with each category of sport presented are reported accordingly. Revenues and expenses not directly identifiable to a specific sport are reported under the category "Non-Program Specific."

Note 2. Affiliated Organizations

The Statement includes transactions of the Radford University Foundation, Inc. made on behalf of Athletics. Athletics received \$890,910 from the Radford University Foundation, Inc., \$715,083 of which is included in revenue as "contributions," \$135,531 of which is included in revenue as "Athletics restricted endowment and investment income," and \$40,297 of contributed site improvement, which is shown within "Total Athletics-related capital expenditures" listed under the Statement's Other Reporting Items section. The Radford University Foundation, Inc. has obligations under an installment purchase agreement relating to the renovation of the Institution's baseball field. The balance of this installment purchase, \$46,779, is listed under Other Reporting Items as "Total Athletics-related debt."

Note 3. Institution Administrative Fee

The Commonwealth's Appropriation Act requires that educational and general programs in institutions of higher education recover the full indirect cost of auxiliary enterprise programs. Therefore, the Institution assesses each auxiliary unit an "administrative fee" to recover institutional educational and general administrative costs. In fiscal year 2024, this charge to Athletics amounted to \$1,223,451 and is included in the "Indirect costs paid to the Institution by Athletics" expense line as Non-Program Specific.

Note 4. Capital Assets

Capital assets consisting of buildings and equipment are stated at the estimated historical cost or actual cost where determinable. Capital assets are generally defined by the Institution as assets with an initial cost of \$5,000 or greater and an estimated useful life of greater than one year. Donated capital assets are recorded at the acquisition value at the date of donation. Construction in progress expenses are capitalized at actual cost as the major capital assets and improvements are constructed. The costs of normal maintenance and repairs that do not add to an asset's value or materially extend its useful life are not capitalized. Depreciation is computed using the straight-line method over the estimated useful life of the asset with no residual value. The useful life is 40 years for buildings, 20 years for site improvements, and 2 to 25 years for equipment.

Depreciable capital assets:	
Buildings	\$ 31,595,010
Equipment	1,505,131
Site improvements	<u>7,091,139</u>
Total depreciable capital assets	<u>40,191,280</u>
Less accumulated depreciation for:	
Buildings	(19,393,351)
Equipment	(888,154)
Site improvements	<u>(4,571,831)</u>
Total accumulated depreciation	<u>(24,853,336)</u>
Total capital assets for Athletics, net of accumulated depreciation	<u><u>\$ 15,337,944</u></u>

Note 5. Long-Term Debt

Long-term debt maturities relating to Athletics are as follows:

	<u>Principal</u>	<u>Interest</u>
2025	<u>46,779</u>	<u>659</u>
Total	<u><u>\$ 46,779</u></u>	<u><u>\$ 659</u></u>

Note 6. Athletics Reserve

Athletics used \$1,678,101 from the Athletics' reserve from previous years' surplus. This amount is not reflected as current year revenue to avoid double counting revenue recognized in previous years.

RADFORD UNIVERSITY
Radford, Virginia

BOARD OF VISITORS
As of June 30, 2024

Debra K. McMahon, Ph.D.
Rector

Marquett Smith
Vice Rector

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

Karen Castelee
Secretary to the Board of Visitors/Special Assistant to the President

OFFICIALS

Bret S. Danilowicz, Ph.D.
President

Robert N. Hoover, Ed. D.
Vice President for Finance and Administration

Robert G. Lineburg
Director of Intercollegiate Athletics Programs

Our procedures are described below. Our results and findings (greater than 0.1% of total revenue or total expenses) are also described below:

Internal Controls

1. We obtained an understanding of Radford University's (Institution) internal control structure and those controls unique to the Intercollegiate Athletics Program (Athletics).

Affiliated and Outside Organizations

1. Athletics' management identified all related affiliated and outside organizations and provided us with copies of audited financial statements for each such organization for the reporting period.
2. Athletics' management prepared and provided to us a summary of revenues and expenses for or on behalf of Athletics by affiliated and outside organizations included in the Statement of Revenues and Expenses (Statement) (Attachment A).
3. Athletics' management provided to us any additional reports regarding internal control matters identified during the audits of affiliated and outside organizations performed by independent public accountants. We were not made aware of any internal control findings.

Statement of Revenues and Expenses

1. We will obtain the Statement for the year ended June 30, 2024, as prepared by management. We will compare the revenue and expense amounts reported on the Statement to the supporting schedules prepared by management of the Institution for relevant revenue and expense categories which are greater than 4.0% of total operating revenues and operating expenses.

Results and Findings: No matters are reportable.

2. We will compare a sample of operating revenue receipts and operating expenses obtained from the above Statement to adequate supporting schedules.

Results and Findings: See procedures #4 to #68.

3. We will compare each major revenue and expense category over 10% of the total revenues or expenses in the Statement to prior year amounts and current year budgeted amounts. We will obtain and document an understanding of any significant variances greater than 10% from prior year amounts or current year budget estimates.

Results and Findings:

Current year actual versus prior year actual:

- No major revenue and expense category over 10% of total revenue or expenses in the Statement had a significant variance greater than 10% from prior year amounts.

Current year actual versus current year budget:

- The Institution represented that it does not budget by the revenue and expense line items on the Statement.

Ticket Sales

4. For football and men's basketball ticket revenue, we will compare the detail of tickets sold, complimentary tickets provided, and unsold tickets to the related revenue reported by the Institution in the Statement and the related attendance figures and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Student Fees

5. We will compare and agree student fees reported by the Institution in the Statement to student enrollments and recalculate totals.

Results and Findings: Total student fees per the Statement of Revenues and Expenses were \$8,965,195, while the recalculated amount using student enrollment data from collegeevaluator.com was \$9,024,016. This difference of \$58,821 represents .49% of total operating revenue. Management represents that the amount reported for Student Fees on the Statement of Revenues and Expenses includes accruals of deferred revenue and student receivables as well as comprehensive fee waivers which would not be reflected in the recalculated amount, thus resulting in a difference in excess of the 0.1% reporting threshold.

6. We will obtain and document an understanding of the Institution's methodology for allocating student fees to Athletics and inquire of the Institution's management as to whether there were any significant changes from prior year.

Results and Findings: No matters are reportable.

7. If Athletics is reporting that an allocation of student fees should be countable as generated revenue, we will recalculate the totals of Athletics' methodology for supporting that they are able to count each sport. We will agree the calculation to supporting documents, such as seat manifests, ticket sales reports, and student fee totals.

Results and Findings: The Institution does not perform an allocation; therefore, no procedures were performed.

Direct State or Other Governmental Support

8. We will compare the direct state or other governmental support recorded by the Institution during the reporting period with state appropriations, Institution authorizations, and/or other corroborative supporting documentation and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Direct Institutional Support

9. We will compare the direct institutional support recorded by the Institution during the reporting period with supporting budget transfers documentation and other corroborative supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Transfers Back to Institution

10. We will compare the transfers back to the Institution with permanent transfers back to the Institution from Athletics and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Indirect Institutional Support

11. We will compare the indirect institutional support recorded by the Institution during the reporting period with expense payments, cost allocation detail, and other corroborative supporting documentation and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Indirect Institutional Support – Athletic Facilities Debt Service, Lease and Rental Fees

12. We will compare the indirect institutional support – athletic facilities, debt service, lease and rental fees recorded by the Institution during the reporting period with expense payments, cost allocation detail, and other corroborative supporting documentation and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Guarantees

13. We will select a sample of one settlement report for away games during the reporting period and agree the selection to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: No matters are reportable.

14. We will select a sample of one contractual agreement pertaining to revenues derived from guaranteed contests during the reporting period and compare and agree the selection to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: No matters are reportable.

Contributions

15. We will obtain a listing of all contributions of money, goods, or services received directly by Athletics from any affiliated or outside organization, agency, or group of individuals (two or more). For any individual contributions greater than 10% of total contributions received, we will obtain and review supporting documentation, and recalculate totals.

Results and Findings: All contributions reported on the Statement were contributions from the Radford University Foundation. We agreed the total from the Foundation to supporting documentation. No matters are reportable.

In-Kind

16. We will compare the in-kind revenue recorded by the Institution during the reporting period with a schedule of in-kind donations and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Compensation and Benefits Provided by a Third Party

17. We will obtain the summary of revenues from affiliated and outside organizations (Summary) as of the end of the reporting period from the Institution and select a sample of one item from the Summary and compare and agree the selection to supporting documentation, the Institution's general ledger, and/or the Summary and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Media Rights

18. We will obtain and inspect agreements to understand the Institution's total media rights received by the Institution or through its conference offices as reported in the Statement.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

19. We will compare and agree the media rights revenues to a summary statement of all media rights identified, if applicable, and the Institution's general ledger and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

NCAA Distributions

20. We will compare the amounts recorded in the Statement to general ledger detail for NCAA distributions and other corroborative supporting documents and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Conference Distributions (Non-Media and Non-Football Bowl) and Conference Distributions of Football Bowl Generated Revenue

21. We will obtain and read agreements related to the Institution's conference distributions and participation in revenues from tournaments during the reporting period for relevant terms and conditions.

Results and Findings: Conference Distributions (Non-Media and Non-Football Bowl) statement line item was less than 4% of total revenues; therefore, no procedures were performed. There were no revenues for conference distributions of football bowl generated revenue; therefore, no procedures were performed.

22. We will compare and agree the related revenues to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: Conference Distributions (Non-Media and Non-Football Bowl) statement line item was less than 4% of total revenues; therefore, no procedures were performed. There were no revenues for conference distributions of football bowl generated revenue; therefore, no procedures were performed.

Program Sales, Concessions, Novelty Sales and Parking

23. We will obtain supporting schedules for revenue reported in the Statement from program sales, concessions, novelty sales, and parking and agree the amounts to the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Royalties, Licensing, Advertisement and Sponsorships

24. We will obtain and read one agreement related to the Institution's participation in revenues from royalties, licensing, advertisements, and sponsorships during the reporting period to gain an understanding of the relevant terms and conditions.

Results and Findings: No matters are reportable.

25. We will compare and agree the related revenues to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: No matters are reportable.

Sports Camp Revenues

26. We will obtain and read sports camp contract(s) between the Institution and person(s) conducting the Institution's sports camps or clinics during the reporting period to obtain an understanding of the Institution's methodology for recording revenues from sports camps.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

27. We will obtain schedules of camp participants and select a sample of one individual camp participant cash receipts from the schedule of sports camp participants and agree the selection to the Institution's general ledger and/or the Statement and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Athletics Restricted Endowment and Investment Income

28. We will obtain and read endowment agreements (if any) to gain an understanding of the relevant terms and conditions.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

29. We will compare and agree the classification and use of endowment and investment income reported in the Statement during the reporting period to the uses of income defined within the related endowment agreement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Other Operating Revenue

30. We will obtain support schedules for other revenue reported in the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total revenues; therefore, no procedures were performed.

Football Bowl Revenues

31. We will obtain and read agreements related to the Institution's revenues from post-season football bowl participation during the reporting period to gain an understanding of the relevant terms and conditions.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

32. We will compare and agree the related revenues to the Institution's general ledger and/or Statements and recalculate totals.

Results and Findings: There were no revenues in this line item in the Statement; therefore, no procedures were performed.

Athletic Student Aid

33. We will select a sample of students (if the Institution used CA software, the sample is the lesser of 10% or 40 student-athlete recipients; if the Institution did not use CA software, the sample is the lesser of 20% or 60 student-athlete recipients) from the listing of student aid recipients during the reporting period.

Results and Findings: We selected a sample of 20 students from the listing of student aid recipients during the reporting period. No matters are reportable.

34. We will obtain individual student-account detail for each selection and compare total aid per the Institution's student information system to the student's detail in the Institution report that ties directly to the NCAA Membership Financial Reporting System.

Results and Findings: No matters are reportable.

35. We will compare information for each student selected to their information reported in the NCAA's CA software or the NCAA Membership Financial Reporting System, using the following criteria:

- a. We will compare the equivalency value in the CA software for each student athlete (rounded to two decimal places) to supporting documentation.
- b. We will note whether grants-in-aid were calculated by using the revenue distribution equivalencies by sport and in aggregate (athletic grant amount divided by the full grant amount).
- c. We will note whether other expenses related to attendance (also known as cost of attendance) are excluded from grants-in-aid revenue distribution equivalencies. Only tuition, fees, room, board and course-related books were counted for grants-in-aid revenue distribution per Bylaw 20.02.10.

- d. We will note whether the maximum equivalency limits exceed maximum equivalency limits.
- e. We will note whether the grant amount represented the full cost of tuition for an academic year, rather than a semester.
- f. If an athlete participated in more than one sport, we will note whether the award was only included in one sport.
- g. We will note whether Athletics' grants were for sports in which the NCAA conducts championships competition, emerging sports for women and bowl subdivision football.
- h. We will note whether grants-in-aid were for sports that meet the minimum contests and participants' requirements of Bylaw 20.10.6.3.
- i. We will note whether any of the selected items represented grants to student-athletes listed on the calculation of revenue distribution equivalencies report as "exhausted eligibility" or "medical."
- j. We will note whether any sports were discontinued during the fiscal year.
- k. We will note whether any of the student-athletes selected had exhausted their Athletics' eligibility.
- l. If a selected student received a Pell Grant, we will note whether the value of the grant was excluded from the calculation of equivalencies or the total dollar amount of student athletic aid expense for the Institution.
- m. If a student received a Pell Grant, we will compare the student's total grant to the total number and total value of Pell Grants reported for revenue distribution purposes in the NCAA Membership Financial Reporting System.

Results and Findings: No matters are reportable.

36. We will recalculate the detail amounts of athletic student aid and agree it to the total per the Statement. We will recalculate totals for each sport and overall.

Results and Findings: No matters are reportable.

Guarantees

37. We will obtain and inspect a sample of one visiting institution's away-game settlement reports received by the Institution during the reporting period and agree related expenses to the general ledger and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

38. We will obtain and inspect a sample of one contractual agreement pertaining to expenses recorded by the Institution during the reporting period from guaranteed contests and agree related expenses to the general ledger and/or Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Coaching Salaries, Benefits and Bonuses Paid by the Institution and Related Entities

39. We will obtain and inspect a listing of coaches employed by the Institution and related entities during the reporting period and select a sample of coaches' contracts that will include football and men's and women's basketball from the above listing.

Results and Findings: The Institution has no football program; therefore, no football coaching salary was selected. For all selected items, no matters are reportable.

40. We will compare and agree the financial terms and conditions of each selection to the related coaching salaries, benefits, and bonuses recorded by the Institution and related entities in the Statement during the reporting period.

Results and Findings: No matters are reportable.

41. We will obtain and inspect payroll summary registers for the reporting year for each selection. We will compare and agree payroll summary registers from the reporting period to the related coaching salaries, benefits, and bonuses paid by the Institution and related entities expense recorded by the Institution in the Statement during the reporting period.

Results and Findings: No matters are reportable.

42. We will compare and agree the totals recorded to any employment contracts executed for the sample selected and recalculate totals.

Results and Findings: No matters are reportable.

Coaching Other Compensation and Benefits Paid by a Third Party

43. We will obtain and inspect a listing of coaches employed by third parties during the reporting period and select a sample of coaches' contracts that will include football and men's and women's basketball from the above listing.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

44. We will compare and agree the financial terms and conditions of each selection to the related coaching other compensation and benefits paid by a third party and recorded by the Institution in the Statement during the reporting period.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

45. We will obtain and inspect payroll summary registers for the reporting year for each selection. We will compare and agree payroll summary registers from the reporting period to the coaching other compensation and benefits paid by third-party expenses recorded by the Institution in the Statement during the reporting period.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Support Staff/Administrative Compensation, Benefits and Bonuses Paid by the Institution and Related Entities

46. We will select a sample of one support staff/administrative personnel employed by the Institution and related entities during the reporting period.

Results and Findings: No matters are reportable.

47. We will obtain and inspect reporting period summary payroll register for the selection. We will compare and agree related summary payroll register to the related support staff/administrative salaries, benefits, and bonuses paid by the Institution and related entities expense recorded by the Institution in the Statement during the reporting period and recalculate totals.

Results and Findings: No matters are reportable.

Support Staff/Administrative Other Compensation and Benefits Paid by a Third Party

48. We will select a sample of one support staff/administrative personnel employed by a third party during the reporting period.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

49. We will obtain and inspect reporting period summary payroll register for the selection. We will compare and agree the related summary payroll register to the related support staff/administrative other compensation and benefits expense recorded by the Institution in the Statement during the reporting period and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Severance Payments

50. We will select a sample of one employee receiving severance payments by the Institution during the reporting period and agree the severance payment to the related termination letter or employment contract and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Recruiting

51. We will obtain an understanding of the Institution's recruiting expense policies and compare to existing Institution and NCAA-related policies.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

52. We will obtain general ledger detail of recruiting expenses and compare to amounts reported in the Statement and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Team Travel

53. We will obtain an understanding of the Institution's team travel policies and compare to existing Institution and NCAA-related policies.

Results and Findings: No matters are reportable.

54. We will obtain general ledger detail of team travel expenses and compare to amounts reported in the Statement and recalculate totals.

Results and Findings: No matters are reportable.

Sports Equipment, Uniforms and Supplies

55. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: No matters are reportable.

Game Expenses

56. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Fundraising, Marketing and Promotion

57. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Sports Camp Expenses

58. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Spirit Groups

59. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Athletic Facilities Debt Service and Athletic Facility Leases and Rental Fees

60. We will obtain a listing of debt service schedules, lease payments, and rental fees for Athletics' facilities and agree to the general ledger. We will compare a sample of facility payments, including the top two highest facility payments, to additional supporting documentation and recalculate totals.

Results and Findings: Athletic facilities debt service expenses were less than 4% of total expenses; therefore, no procedures were performed. There were no athletic facility leases and rental fees; therefore, no procedures were performed.

Direct Overhead and Administrative Expenses

61. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: No matters are reportable.

Indirect Costs Paid to the Institution by Athletics

62. We will obtain general ledger detail and compare to supporting documentation.

Results and Findings: No matters are reportable.

Medical Expenses and Insurance

63. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Memberships and Dues

64. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Other Operating Expenses

65. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Student-Athlete Meals (Non-travel)

66. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: Statement line item was less than 4% of total expenses; therefore, no procedures were performed.

Football Bowl Expenses – Coaching Compensation/Bonuses

67. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Football Bowl Expenses

68. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction from the general ledger detail and vouch to supporting documentation and recalculate totals.

Results and Findings: There were no expenses in this line item in the Statement; therefore, no procedures were performed.

Additional Minimum Agreed-Upon Procedures

69. We will compare and agree the sports sponsored reported in the NCAA Membership Financial Reporting System to the supporting equivalency calculations of the Institution. We will compare current year grants-in-aid revenue distributions equivalencies to prior year reported equivalencies per the Membership Financial Report submission and note any variances greater than 4%.

Results and Findings: Men's Basketball had a change greater than 4%. Management represented the change is due to an increase in student athletes in the program from 12 to 13. For Baseball, Men's Cross Country, Men's Golf, Men's Tennis, Softball, Women's Basketball, Women's Golf, Women's Soccer, Women's Tennis, Women's Volleyball each had a change greater than 4%. Management represented that change is due to the program being under budget for FY2024. For Women's Cross Country and Women's Track, Outdoor each had a change greater than 4%. Management represented the change is due to a decrease in student athletes from FY2023 to FY2024.

70. We will obtain the Institution's Sports Sponsorship and Demographics Forms Report for the reporting year. We will compare the countable sports reported by the Institution with the minimum requirements set forth by Bylaw 20.10.6.3 for the number of contests and the number of participants in each contest that is counted toward meeting the minimum contest requirement. We will compare the countable sports reported by the Institution with sports countable for revenue distribution purposes within the NCAA Membership Financial Reporting System. We will compare the current year number of sports sponsored to prior year reported total per the Membership Financial Report submission.

Results and Findings: No matters are reportable.

71. We will agree the total number of Division I student-athletes who, during the academic year, received a Pell Grant award and the total value of these Pell Grants reported in the NCAA Membership Financial Reporting system to a report, generated out of the Institution's financial aid system, of all student-athlete Pell Grants. We will compare the current year Pell Grants total to the prior year reported total per the Membership Financial Report submission and note any variance greater than 20 grants.

Results and Findings: No matters are reportable.

Minimum Agreed-Upon Procedures for Other Reporting Items

Excess Transfers to the Institution and Conference Realignment Expenses

72. We will obtain general ledger detail and compare to the total expenses reported. We will select a sample of one transaction to agree to supporting documentation and recalculate totals.

Results and Findings: There were no excess transfers to the Institution or conference realignment expenses for the reporting period; therefore, no procedures were performed.

Total Athletics-Related Debt

73. We will obtain repayment schedules for all outstanding athletics-related debt during the reporting period and recalculate annual maturities. We will agree the total annual maturities and total outstanding athletic-related debt to supporting documentation and the general ledger.

Results and Findings: No matters are reportable.

Total Institutional Debt

74. We will agree the total outstanding debt of the Institution to supporting documentation and the Institution's unaudited financial statements.

Results and Findings: No matters are reportable.

Value of Athletics-Dedicated Endowments

75. We will obtain a schedule of all Athletics-dedicated endowments maintained by Athletics, the Institution and affiliate organizations. We will agree the fair market value in the schedule(s) to supporting documentation and the general ledger.

Results and Findings: No matters are reportable.

Value of Institutional Endowments

76. We will agree the fair market value of the Institution's endowments to supporting documentation and the general ledger.

Results and Findings: No matters are reportable.

Total Athletics-Related Capital Expenditures

77. We will obtain a schedule of Athletics-related capital expenditures made by Athletics, the Institution and affiliated organizations during the reporting period.

Results and Findings: No matters are reportable.

78. We will obtain general ledger detail and compare to the total expenses report. We will select a sample of one transaction and compare to supporting documentation and recalculate totals.

Results and Findings: No matters are reportable.

RADFORD UNIVERSITY – OFFICE OF AUDIT & ADVISORY SERVICES
Information Technology Risk Assessment – Building Infrastructure Systems
December 16, 2024

BACKGROUND

For audit purposes, the Building Infrastructure Systems group is comprised of the following components:

- ADX Building Automation/Energy Management – This is an on-premise building automation and energy management system for facilities management. It primarily supports heating, ventilation, and air conditioning (HVAC) building automation, energy management, and outdoor lighting. The vendor is Johnson Controls, Inc.
- ALC Building Automation/Energy Management – This is an on-premise building automation and energy management system. It primarily supports HVAC building automation and energy management. The vendor is Automated Logic.
- Keystone Key Control – This is an on-premise key control application used by Facilities Management to record the inventory of physical keys and core assignments. The vendor is Best Products.

During the audit planning process, it was determined that it would be prudent to initially perform a risk assessment of these components to determine if the potential risks supported performing an information technology security audit on the components.

OBJECTIVES AND SCOPE

The objective of the risk assessment was to assess the potential risks associated with the applications’ use, administration, and maintenance, specifically:

- Application administration – to identify risks associated with granting and removing user access.
- Application maintenance – to identify risks associated with applying updates to the application to address security risks and feature updates/upgrades.
- Ensuring business continuity – to identify risks that could disrupt business operations and to ensure that adequate controls are in place to maintain application uptime and reduce downtime following an incident.
- Identifying vulnerabilities and threats – to uncover potential security vulnerabilities, coding errors, and external threats that could impact the applications’ functionality, integrity, and availability.

The scope of the risk assessment was limited to the three components of Building Infrastructure Systems listed above.

The procedures performed included gaining an understanding of the applications, interviewing appropriate staff, assessing how the applications are administered and maintained, and reviewing the contracts between two of the vendors and Radford University.

The risk assessment was performed by both the Office of Audit and Advisory Services and Securance Consulting who was contracted by the Office of Audit & Advisory Services.

CONCLUSION

Based on the risk assessment of the components noted above, the residual risks associated with control deficiencies, inefficiencies, and technical and process-based risks appeared to be low. Because it appears that minimal value would be obtained from a full-scope audit of these components, an audit will not be conducted at this time.

RADFORD UNIVERSITY – OFFICE OF AUDIT & ADVISORY SERVICES

Change and Petty Cash Funds - Cash Counts

REVIEW PERIOD: Fiscal Year 2024

BACKGROUND

The University establishes change funds for cash collection areas who may need to make change for their customers. Change fund amounts, which must be initially approved by the University Controller, remain the same from year to year unless the fund custodian requests an increase or decrease. During fiscal year 2024, the University had twelve change funds, totaling approximately \$6,450.

Additionally, the University may approve for petty cash funds to be issued when there is a need to disburse funds where alternative means are not feasible. Examples of the uses for these funds include paying incentives to individuals for participating in research projects and issuing refunds to individuals who have lost money in campus vending machines. During fiscal year 2024, the University had eight petty cash funds with activity, totaling approximately \$7,300.

SCOPE AND OBJECTIVES

The scope of the audit was ten change funds and seven petty cash funds, totaling \$12,100. The change funds were composed of all funds \$500 and higher, any new change funds issued during the fiscal year, and at least 50% of remaining change funds under \$500, so that all funds under \$500 are counted in a two-year cycle. The petty cash funds were composed of at least 75% of all such funds issued by the University.

The objectives of the audit were to validate that the funds are properly managed and accounted for in compliance with the University’s policies and procedures and to promote awareness of those policies and procedures.

In accomplishing these objectives, our procedures included conducting cash counts on a surprise basis, examining related records on hand, reconciling the funds to the general ledger, reviewing final reconciliations of petty cash funds, and providing fund custodians with information on relevant policies and procedures.

CONCLUSION

Based on the counts conducted, the details of which have been provided separately, the internal control structure appeared adequate to provide reasonable assurance that the objectives noted above are being met.

BUSINESS ISSUES

No business issues were identified.



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: Sponsored Programs and Grants Management			
Business Issue	Planned Action	Completion Date	Status
<p>1.2 The University lacks a policy(ies) to define institutional base salary (IBS) and supplemental/extra-service pay. Such policy(ies) are required by the Uniform Guidance. Not having the required policy(ies) could result in unallowable compensation costs charged to Federal grants.</p> <p>One employee's supplemental pay amount was required to be revised after the original amount had been fully approved. The revision was required because the approved supplemental pay amount would violate a Federal requirement that the employee's total supplemental pay could not exceed the allowable percentage of the employee's normal salary. However, lack of University documentation outlining this requirement has led to confusion.</p>	<p>1.2 Human Resources, after consultation with SPGM and the Controller's Office, will develop a policy to address any restrictions that apply, such as the one noted on supplemental pay, in accordance with 2CFR§200.430 - Compensation - personal services. The new policy will be communicated campus wide.</p> <p><i>The Vice President for Finance & Administration (VPFA), instead of Human Resources, is taking the lead on this action. The VPFA is collaborating with the Provost and other involved areas to finalize a policy.</i></p> <p><i>Work is continuing to align the proposed policy with multiple federal, state, and university policies.</i></p>	<p>October 31, 2021 Revised to May 1, 2022 Revised to June 30, 2023 Revised to January 31, 2024 Revised to May 31, 2024 Revised to November 30, 2024 Revised to May 1, 2025</p>	<p>In Process</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: Financial Aid-Enrollment Reporting			
Business Issue	Planned Action	Completion Date	Status
<p>1.1 Improvements are needed in the unofficial withdrawals process to help ensure accuracy and efficiency. Specifically,</p> <p>Our testing of the enrollment reporting of unofficial withdrawals identified one error in our sample of eight (13%) which resulted in an inaccurate date being reported to the National Student Loan Data System (NSLDS). This appeared to be due to a keying error on the spreadsheet where the Office of Financial Aid listed the unofficial withdrawals.</p> <p>Note: This issue was also included in the APA's Radford University Report on Audit for FY 2021 as part of the Improve Compliance over Enrollment Reporting finding.</p>	<p>1.1 The Office of Financial Aid will work with the Registrar's Office to implement a quality control process. To help ensure accuracy, the Office of Financial Aid will review unofficial withdrawal data at two different points in the process. This process will be used for Fall 2021.</p> <p><i>Fall 2021 unofficial withdrawals tested by the Office of Audit & Advisory Services (OAAS) did not have keying errors such as the one found in the Fall 2020 testing. However, testing found that an inaccurate withdrawal date was used for students for whom the semester midpoint date was the withdrawal date.</i></p> <p><i>Spring 2022 – OAAS was unable to test due to NSLDS outages, resulting from the launch of the NSLDS Professional Access website.</i></p> <p><i>Fall 2022 – OAAS testing found that process improvements were needed to ensure that enrollment information for students with name changes was recorded in NSLDS accurately and timely.</i></p> <p><i>Spring 2023 – OAAS testing found one exception related to timing due to an extenuating staff illness and training and one exception related to the process for student name changes not working consistently.</i></p> <p><i>Fall 2023 – OAAS testing found that the timing of records being updated, and enrollment files being submitted overlapped such that additional process improvements are needed to ensure the accuracy and timeliness of unofficial withdrawal reporting.</i></p> <p><i>Spring 2024 – OAAS testing found one exception which appeared to be related to the student being in a fast-track program. Financial Aid will work with the Registrar's Office on a resolution to that process.</i></p> <p><i>FY 2024 – The APA tested unofficial withdrawals during their FY 2024 Student Financial Assistance Audit and found no exceptions. Therefore, OAAS is considering this issue resolved.</i></p>	<p>April 30, 2022 Revised to September 30, 2022 Revised to April 30, 2023 Revised to August 31, 2023 Revised to April 30, 2024 Revised to July 31, 2024 Revised to April 30, 2025</p>	<p>Complete</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: IT - User Computing					
Business Issue		Planned Action	Completion Date	Status	
1.1	<p>Improvements are needed to further strengthen the security posture of workstations and servers.</p> <p>Windows Server 2012 is currently operating on a limited number of servers in the production environment. Although the servers are protected by multiple layers of security, this operating system version reached its end of life in October 2023, which means it is no longer supported, and security vulnerabilities are not remediated by Microsoft without the purchase of an Extended Security Update.</p>	1.2	<p>ITS will remove Windows Server 2012 from the production environment or will implement mitigating security controls for any server or legacy application that cannot be decommissioned by the same date.</p>	<p>January 5, 2025 Revised to March 28, 2025</p>	<p>In Process</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: APA Audit 06/30/2023			
Business Issue	Planned Action	Completion Date	Status
<p>1.3 Radford University (University) has made progress but continues to implement corrective actions to improve internal controls over the financial reporting process for the University's Annual Financial Report (Annual Report).</p> <p>Although the University made progress in addressing the prior year finding, increasing complexity of accounting standards coupled with turnover in key positions has put significant stress on the Controller's Office. As a result, the University processed adjustments to the Annual Report in response to our audit to ensure the fair presentation of information in accordance with generally accepted accounting principles (GAAP):</p> <p>The Controller's Office should continue to evaluate and enhance its risk assessment and review processes over financial reporting to reduce misstatements in the University's Annual Report. The University is currently in the process of evaluating and filling vacancies in key positions within the Controller's Office and throughout the University. Management should continue these efforts and dedicate the necessary resources to support the Controller's Office and other key areas in addressing the increasing complexity of accounting standards.</p>	<p>1.3 The University began searching for comprehensive software solutions to help automate manual procedures and provide quality review and analysis opportunities. This is expected to help specifically in addressing footnote issues and preparing for reporting model changes for FY26. The software solution is expected to be implemented in FY25.</p>	June 30, 2025	Complete



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: APA Audit 06/30/2023 (Continued)

Business Issue	Planned Action	Completion Date	Status
<p>3.1 The University does not test its IT Disaster Recovery Strategy (DRS) annually or Disaster Recovery Plans (DRP) every three years. The University Standard requires the University to annually review, reassess, test, and revise the IT DRS to reflect changes in the University's IT environment. The University Standard also requires the University to conduct a Disaster Recovery exercise of essential systems to assess their adequacy and effectiveness at least every three years. By not testing its IT DRS and system DRPs according to organizational requirements, the University increases the risk of having outdated disaster recovery procedures as well as extended periods of downtime, which can be costly to the University. The University experienced turnover within its IT Infrastructure department, causing a delay to perform a test of its IT DRS and DRPs (University Standard, sections: 3.2 Continuity of Operations Planning, 3.3 IT Disaster Recovery Planning; ISO Standard, section: 5.30 ICT readiness for business continuity).</p> <p>The University should dedicate the necessary resources to conduct annual IT DRS and DRP tests.</p>	<p>3.1.1 Although the Information Technology Services (ITS) teams have participated in tabletop exercises, the University acknowledges that it has not fully tested its Disaster Recovery Strategy.</p> <p>In FY22, ITS began a plan to use AWS Elastic Disaster Recovery as a mechanism to back up and test system recoveries, and ITS expects to complete that implementation and conduct and document system recovery testing by November 15, 2024</p> <p>3.1.2 By November 15, 2024, ITS will establish a regular schedule for testing the Disaster Recovery Strategy at least annually or whenever there are significant changes to the IT environment.</p>	<p>November 15, 2024</p> <p>November 15, 2024 Revised to February 14, 2025</p>	<p>Complete</p> <p>Complete</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: APA Audit 06/30/2023 (Continued)

Business Issue	Planned Action	Completion Date	Status
<p>4.2 The University does not define certain requirements and procedures related to its IT asset management, surplus, and disposal process in accordance with the ISO Standard. Additionally, the University does not consistently follow some of the requirements and procedures outlined in the University's IT Asset Surplus Procedures (Surplus Procedures) and the University Standard. IT asset management is necessary to minimize risk and ensure proper handling and disposal of sensitive data. Specifically,</p> <p>The University did not complete a Surplus Form, PU19, to initiate its IT surplus and disposal process for all 25 assets sampled. The University's Surplus Procedures requires departments to complete the PU19 form to initiate the IT asset surplus and disposal process and indicate the equipment is ready for the IT department to pick up. Without completing the PU19 form for each IT asset the University processes through the surplus or disposal process, the University cannot ensure that it retains proper documentation for future reconciliation (Surplus Procedures, step 1; ISO Standard, section: 7.10 Storage Media).</p> <p>The University's lack of defining requirements and expectations in formal policies and procedures and enforcing all aspects of its process and requirements led to its staff not consistently performing certain tasks as described above. The University should review and revise its policies and procedures to define and document all elements and expectations of its IT asset surplus and disposal process. The University should also implement an oversight process to ensure that staff are consistently following its IT asset surplus and disposal process throughout the lifecycle of each IT asset.</p>	<p>4.2 As discussed, the Surplus Form, PU19, is not the only method that is used to collect and dispose of IT assets. Computer distribution workshops and one-on-one sessions where employees return their old computers as they receive new ones are also methods that are used; with those methods, no PU19 form is required. Regardless of the method used, the same sanitization procedures are followed. ITS will coordinate a review of the Surplus Property Policy and Procedures with the policy's oversight department to determine whether clarifications are needed regarding the PU19 form and, if so, update it accordingly. The review and update, if needed, will be completed by January 15, 2025.</p>	<p>January 15, 2025 Revised to March 10, 2025</p>	<p>In Process</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: IT – Data Centers			
Business Issue	Planned Action	Completion Date	Status
<p>2.1 Improvements are needed in the management of the NetBackup solution.</p> <p>Although backups include all critical systems and individual file recovery tests are performed, a full system recovery test is not performed. Not performing a test of a full system recovery increases the risk that, in an actual event, the University would be unable to recover critical data and/or systems.</p>	<p>2.1 ITS will develop and document a comprehensive procedure to ensure full recovery tests are performed on the on-premise sensitive systems.</p>	<p>November 15, 2024 Revised to February 14, 2025</p>	<p>Complete</p>
<p>2.2 Improvements are needed in the management of the NetBackup solution.</p> <p>Although backups include all critical systems and individual file recovery tests are performed, a full system recovery test is not performed. Not performing a test of a full system recovery increases the risk that, in an actual event, the University would be unable to recover critical data and/or systems.</p>	<p>2.2 ITS will complete a full recovery test for at least half of these on-premise systems that have a business criticality level of one.</p>	<p>November 15, 2024</p>	<p>Complete</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: OSIG Cybersecurity – 2024			
Business Issue	Planned Action	Completion Date	Status
<p>1. Cyber Penetration Testing of Radford's Public Facing Websites - For Website 1:</p> <p>Conduct a thorough review to determine if the user-created PHP page service is still required. If it is deemed unnecessary, consider discontinuing the service to eliminate the risk.</p>	<p>1. ITS will review security controls and implement additional controls and/or monitoring on the academic subnet to mitigate risk for PHP server.</p> <p><i>Revised Planned Action:</i> <i>ITS determined that the user-created PHP service was no longer required and would be discontinued.</i></p>	<p>December 1, 2024 Revised to January 23, 2025</p>	<p>Complete</p>
<p>2. Cyber Penetration Testing of Radford's Public Facing Websites - For Website 1:</p> <p>Ensure that all user inputs are rigorously sanitized. Utilize functions like htmlspecialchars, mysqli_real_escape_string, and prepared statements to prevent injection attacks.</p>	<p>2. ITS will review security controls and implement additional controls and/or monitoring on the academic subnet to mitigate risk for PHP server.</p> <p><i>See Revised Planned Action above.</i></p>	<p>December 1, 2024 Revised to January 23, 2025</p>	<p>Complete</p>
<p>3. Cyber Penetration Testing of Radford's Public Facing Websites - For Website 1:</p> <p>Implement a security review and approval process for all user-created PHP pages before they are deployed. This process should involve code review by experienced developers or automated security scanning tools.</p>	<p>3. ITS will review security controls and implement additional controls and/or monitoring on the academic subnet to mitigate risk for PHP server.</p> <p><i>See Revised Planned Action above.</i></p>	<p>December 1, 2024 Revised to January 23, 2025</p>	<p>Complete</p>
<p>4. Cyber Penetration Testing of Radford's Public Facing Websites - For Website 1:</p> <p>Set up continuous monitoring and auditing of user-created content to detect any suspicious activity or unauthorized changes promptly.</p>	<p>4. ITS will review security controls and implement additional controls and/or monitoring on the academic subnet to mitigate risk for PHP server.</p> <p><i>See Revised Planned Action above.</i></p>	<p>December 1, 2024 Revised to January 23, 2025</p>	<p>Complete</p>



**FOLLOW-UP AUDIT STATUS REPORT
BUSINESS AFFAIRS AND AUDIT COMMITTEE
MARCH 2025**

Audit: OSIG Cybersecurity – 2024 (Continued)			
Business Issue	Planned Action	Completion Date	Status
5. Cyber Penetration Testing of Radford's Public Facing Websites - For Website 1: Provide training for users on secure coding practices and the importance of input sanitization to prevent introducing vulnerabilities.	5. Management will communicate with School of Computing faculty members to ensure students understand best practices for secure coding. <i>See Revised Planned Action above.</i>	December 1, 2024 Revised to January 23, 2025	Complete
16. Radford's System Security Settings and Monitoring Controls: Formally adopt and implement an industry security baseline standard such as Center for Internet Security for its firewalls and web services (IIS and Apache).	16. ITS will establish baseline standards for firewall and web services.	February 1, 2025	Complete
17. Radford's System Security Settings and Monitoring Controls: Evaluate the results of its pilot program to perform credentialed vulnerability scans of hosts and act as appropriate to implement the new process to ensure sufficient identification of vulnerabilities or formally accept the risk of not performing credentialed scans.	17. Evaluate use of credentialed vulnerability scans and either implement or formally accept risk of not performing credentialed scans.	February 1, 2025	Complete
18. Radford's System Security Settings and Monitoring Controls: Establish a process to ensure that web services (IIS and Apache) and firewall baselines are periodically reviewed to ensure configurations are appropriately maintained.	18. Establish annual review process for baseline standards for firewall and web services.	February 1, 2025	Complete

Finance and Administration



Capital Update

Roanoke Planning

- Detailed Planning Approved
- Next Steps
- Timeline



**RADFORD UNIVERSITY BOARD OF VISITORS
Business Affairs and Audit Committee
March 20, 2025**

**Information Item
Capital Projects and Information Technology Services Update**

Item 1: Facilities /Planning and Construction update on capital projects.

Artis Center for Adaptive Innovation and Creativity

Project Budget ----- \$126,631,000
Architect/Engineer Firm----- Hord Coplan and Macht
Construction Manager----- Skanska

The Artis Center, an approximately 178,000-square-foot multi-story building includes state-of-the-art instruction, laboratory, maker, studio, computer, and collaborative spaces that integrate the arts and health sciences, along with office and other academic support functions. Specialty spaces include an instructional auditorium and support spaces, health science clinical lab spaces, painting and drawing studio spaces, and music and dance studio spaces. The building hosts a beautiful 500-seat proscenium theatre. The project is currently in line to receive LEED Silver certification through the US Green Building Council’s Leadership in Energy and Environmental Design (LEED).

The Artis Center for Adaptive Innovation and Creativity construction was substantially complete on August 2, 2024, and a temporary certificate of occupancy was received from the State Building Official. Classes were held in the building with the start of the fall semester. Contractor continues to work on Punchlist items. The Information Technology Services team completed AV installations in the last 3 classroom spaces on the 4th floor and the vendor finished the AV installation in the proscenium theatre. During the spring semester, we will continue to make refinements to the system to better meet faculty and student needs.

Renovation of Tyler and Norwood Halls

Project Budget ----- \$38,500,000
Architect/Engineer Firm----- Hanbury

Contractor----- Avis Construction

Norwood Hall and Tyler Hall are currently undergoing substantial interior renovations. The renovation includes the replacement of plumbing piping, fixtures, HVAC systems, fire alarm systems, electrical upgrades, accessibility improvements, and asbestos abatement; similar to the renovation scopes completed for the Moffett Quad residence halls in 2016. The renovations also include significant improvements to the first-floor building entries, and student support areas (i.e. lounges, kitchen, study spaces), along with activating the porch areas for student gathering space. These renovations will give vibrant new life to these buildings built in the early 1900’s.

Phase 1 of the project consisted of non-structural selective demolition of the interior of the buildings and was completed in the last quarter of 2023. The demolition revealed deficiencies in the existing floor structure in both buildings that were not anticipated in the design. Repairing the floors included structural support and fireproofing.

The project entered Phase 2 (Construction) of the project in June 2024. Avis Construction, from Roanoke, Virginia, was awarded the contract. Repairs to concrete floors are nearing completion in Norwood. Repair to foors in Tyler Hall are ongoing due to significant structural deficiencies that were discovered, causing the project completion of Tyler Hall to be delayed until the spring of 2026.

The Norwood Hall renovation is on schedule for completion in August 2025 as planned. Currently mechanical, electrical and plumbing work is underway with partition walls being repaired and constructed per the design.

Combined Heat and Power/Co-Generation Facility

Project Budget ----- \$23,000,000

Architect/Engineer Firm----- Trane

The Combined Heat and Power/Co-Generation Facility project that converts an existing building (the Art Annex) into a combined heat and power (CHP) facility for the campus has begun. The conversion of the facility to CHP consists of installing two 3.3-megawatt natural gas-fired reciprocating engines. The engines will generate electricity for campus utilization while the waste heat generated from the equipment will supplement the University steam plant generation.

The overall project cost for construction is approximately \$23 million. The project is estimated to save the University \$2.0 million in annual operating costs. The approved 2022-24 Biennial Budget included \$11.2 million in general funds and \$4.8 million in non-general funds for this project. Due to the escalation of construction costs for mechanical and electrical installation projects, the university has requested approval to infuse \$7.0 million in non-general funds into the project. The project qualifies for funding from the Investment Recovery Act and the university is working to meet the criteria to receive \$7 million on completion of the project. Negotiations with the City continue concerning the Interconnection Agreement terms.

The early phase interior demolition and foundation package work is underway. The foundations have been poured for the two reciprocating engines and the interior demolition is mostly complete. The preliminary (60%) drawings for the project were submitted to the Division of Engineering and Buildings (DEB) in December 2024 and approved in February 2025. The 100% design drawings are scheduled to be submitted to DEB in March 2025.

The University has executed a contract to purchase the equipment from the manufacturer’s supplier NESWES. Anticipate arrival of the engines and supporting equipment fall 2025.

Improve Campus Utilities Infrastructure

Project Budget ----- \$15,425,000

The Improve Campus Utilities Infrastructure project will provide improvements to campus utility infrastructure, including upgrades and enhancements to basic utilities and overall building safety and security. The project will

address infrastructure concerns in advance of planned future facility needs and will enhance the resiliency and redundancy of the campus enterprise to mitigate the increased impacts of various weather, economic, and other external events, and factors. The approved 2022-24 Biennial Budget included \$15.4 million in general funds for this project.

The project will allow for significant campus utilities improvements and upgrades for the safety and security of students, employees, and guests, as well as for the efficiency and effectiveness of the infrastructure future needs. Many of the basic campus utilities were originally installed between 75 and 100 years ago, as part of the City of Radford. As the campus has grown and the facility footprint has increased, these original utility systems and components have reached end of life. As resources have been available, various utility improvement and upgrade projects have been undertaken across campus. This approach has been partially successful, but only a small portion of the campus, at the most critical locations, have been updated.

The existing infrastructure systems and components included in the construction portion of the umbrella project include water, stormwater, sanitary, steam, electrical, chilled water, information technology, fire alarm, access control and security, and accessibility.

University planning and evaluation of the access control and security systems have begun with the intent to select a future direction for the University's card access and security systems.

The University has received the Medium Voltage Electrical Master Plan from Wiley and Wilson. As part of the development of the electrical master plan, an evaluation of the existing underground medium voltage distribution system was conducted with a brief shutdown of power over a large portion of the campus.

The infrastructure work will be completed in phases. The first phase has begun with a Request for Proposals for the design of the electrical medium voltage phase of the project, and the selection of the design firm for this work will be complete by the first part of March. The University will continue with the process of advertisement for proposals for the selection of A&E firms for the design of the other phases.

Dalton Hall

Dalton Hall constructed in 1991 with approximately 74,000 square feet, serves as the primary hub for the University's main dining facility, post office, and bookstore. In 1996, a substantial exterior modification expanded the main entrance by approximately 4,000 square feet. Over its 33-year lifespan, Dalton Hall has undergone minimal renovation, limited to repairs, interior updates, and mechanical equipment replacements.

The proposed renovation is targeted to support the University by enhancing the facility to meet the needs and preferences of today's students. Fully renovating the building will maximize the impact of funds, ensuring an enhanced dining experience, increased flexibility in dining choices, and improved pedestrian flow across and between floors. While the primary focus is on interior spaces, the renovation project will also streamline ADA access, facilitate upgrades to mechanical and electrical systems, and ensure compliance with current building codes for all modified components.

The University has submitted the Capital Funding Request to the Department of Planning and Budget for approval to move forward with the design for this project.

New Medical Arts Building in Roanoke

The University submitted the Capital Funding Request to conduct pre-planning work for the proposed construction of a new medical art building at the Roanoke Campus to the Department of Planning and Budget for approval. The building will provide state-of-the-art medical education space including academic classrooms, laboratories, and administrative spaces to support the Roanoke operations.

River Campus

The Master Plan identified development of the River Campus on University and City of Radford (City) properties adjacent to the New River. Stakeholder meetings have taken place, including academic and student affairs, and an initial visioning document has been compiled. The visioning document will serve to identify initial projects for execution, and planning and prioritization of further River Campus development projects.

The overall River Campus development includes zones for higher density public activities such as an amphitheater, event space, food and beverage areas, and associated support spaces; for quieter academic and passive recreation spaces; and for highly active recreation and student engagement areas.

An initial project was completed in Summer 2021 that included the greenway extension on university property adjacent to parking Lot Z and the New River. In coordination with the City, the second phase of the project to link the University greenway to the City greenway was completed in June 2022. Outdoor seating and spaces designed to accommodate small informal gatherings were recently added.

Further development projects include more significant public projects such as an amphitheater and food services, along with more recreation-based projects such as access to the river for people and boats, climbing walls and bouldering, and zip lines and rope courses. An architect-engineer firm, hired by the University, has performed a feasibility study for the preferred location for an amphitheater that is currently being evaluated for next steps in conjunction with the City.

The City of Radford has completed the rehabilitation of Ripley Bridge on University Drive across the Norfolk Southern tracks adjacent to East Main Street.

Item 2: Information Technology Services (ITS) update on information technology projects.

Website Redesign and Content Management System Change

Marketing and Communications and Information Technology Services (ITS) has completed the migration of all university web pages to the new design. Departmental editors have been given access to the CMS to update their departmental pages. Additional meetings are underway with deans to further enhance and individualize each college site. The teams are now spending a larger amount of time looking at search engine optimization (SEO) and refinements that will help Radford pages rank higher in search results.

IT Security Operational Update

Disaster Recovery Testing

The Information Technology team is committed to Disaster Recovery (DR) preparedness, recognizing its critical role in ensuring business continuity. As part of this ongoing initiative, hands-on DR testing exercises are now being conducted monthly. These structured exercises provide the team with valuable, real-world experience using the disaster recovery toolset, allowing them to validate system recoveries would be successful in the event of an actual incident. This also helps them refine their technical skills, improve response times, and enhance overall readiness. Additionally, these sessions help to identify and address potential issues that could hinder or delay an actual recovery scenario.

Penetration Test

The IT Security Office has engaged the services of an external firm to conduct an independent penetration test. This assessment is designed to evaluate the resilience of our on-premise systems against potential cyber threats and identify any vulnerabilities that may require remediation. The results of this evaluation will be carefully reviewed to enhance our security posture and ensure the continued protection of our digital assets.

Human Resources Applicant and Performance Management System Implementation

Human Resources and Information Technology Services (ITS) continue transitioning from PeopleAdmin to PageUp as the tool for applicant tracking and performance management. The team launched the performance management module for classified staff performance plans in January in the PageUp system. Progress continues with the configuration of the applicant tracking system. This will provide a new system for recruiting and hiring faculty and staff.

Data Management & Business Intelligence

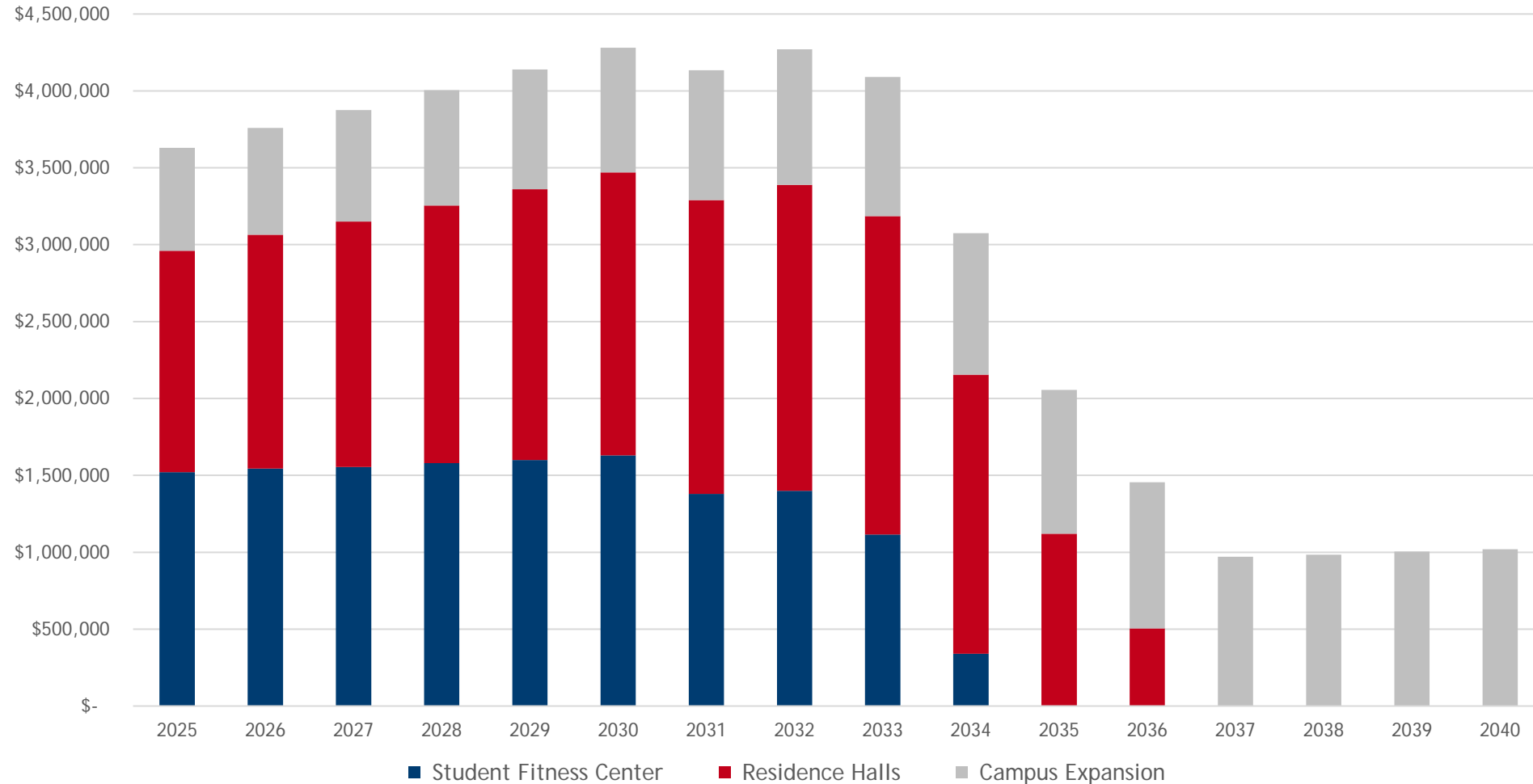
We have acquired Ellucian Insights and the Ellucian Experience Portal which will allow us to begin the transition to Ellucian's new data warehouse architecture. Insights will enable us to integrate and visualize institutional data using pre-built and customizable analytics dashboards. This investment will streamline data accessibility, improve system interoperability, and enhance the overall digital experience.

Debt Management Compliance

Debt Management Policy

- Outlines the University's philosophy on debt and ensures that existing and proposed debt issues are strategically managed consistent with financial resources in order to maintain a strong financial profile.
- The University utilizes a long-term strategic plan to establish institutional priorities and objectives, and incorporates the issuance of debt into its strategic plan to fund critical capital initiatives.
- Analyzing debt affordability is used to assist the University in determining the level of debt to be used as a financial resource for its capital program.

Debt Composition



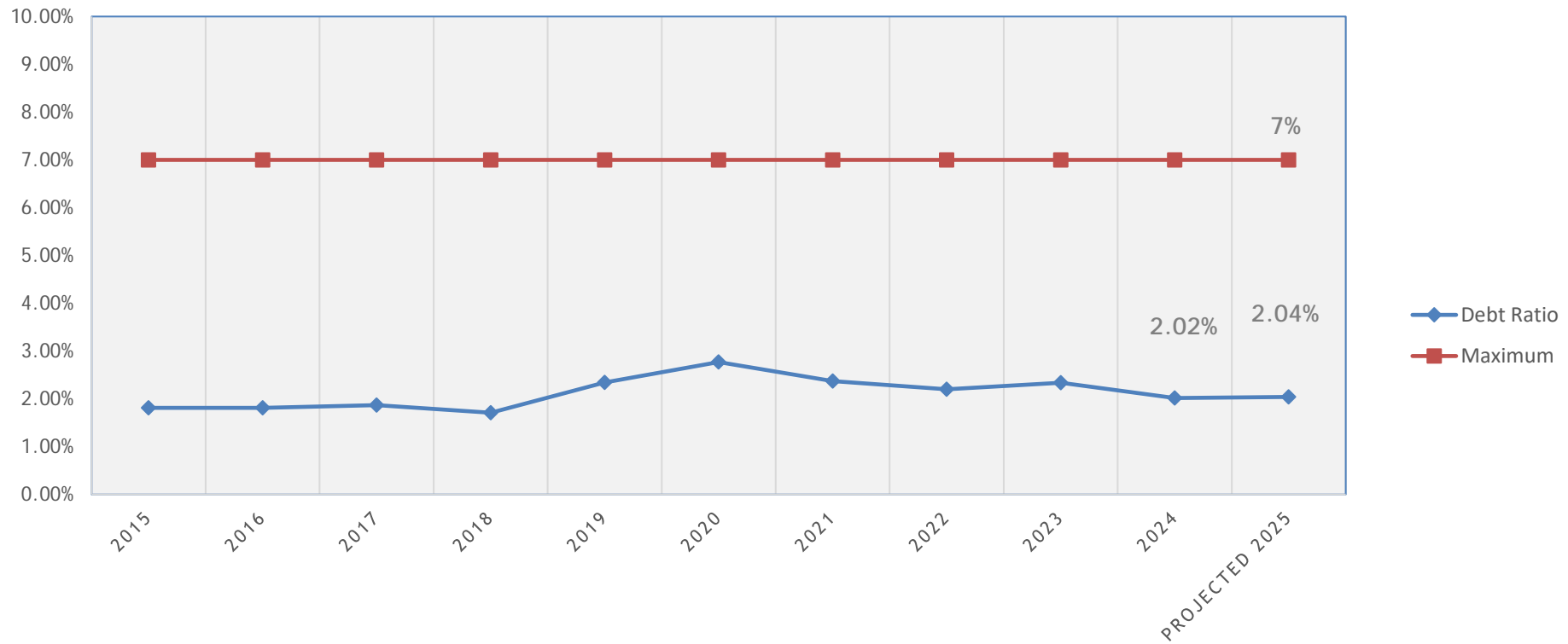
Debt Burden Ratio

- Ratio measures the University's debt service burden as a percentage of total operating expenses and identifies the maximum amount of debt that the University may have outstanding at any given time.
- The University debt burden ratio should not exceed seven (7) percent with the exception of instances where the debt obligations of revenue-producing capital projects are secured by income associated with the project. The target for this ratio is intended to maintain the University's long-term flexibility to finance existing requirements and new initiatives.

$$\begin{array}{r} \text{Annual Debt Service: } \$5,747,333 \\ \hline \text{Total Operating Expenses: } \$284,756,451 \end{array} \quad 2.02\%$$

Debt Burden Ratio Trend

Debt Ratio History



**Radford University Board of Visitors
Business Affairs & Audit Committee
March 20, 2025**

**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 2024 unaudited annual financial statements, the University’s debt obligations including affiliated Foundation total \$72,260,646 which is mainly attributable to the Student Recreation and Wellness Center, Renovations of four Residence Hall projects, and the affiliated foundation property acquisition.

Schedule A			
RADFORD UNIVERSITY			
DEBT MANAGEMENT POLICY RATIO			
The calculation reflects June 30, 2024, 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, 2025.			
Board Approved Ratios	Range	Formula	Unaudited Financial Statements as of 6/30/2024
<u>Debt Burden Ratio</u> Max Annual Debt Service as % of Operating Expenses	< 7%	$\frac{\text{Annual Debt Service}^*}{\text{Total Operating Expenses}^*}$	\$5,747,333
			\$284,756,451
			2.02%

* 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, 2024 (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, 2024, 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 2016A, \$2.285 million par amount - partial refunding of Series 2009B	3.00% - 5.00%	September 1, 2029
Series 2013A, \$4.865 million par amount	3.00% - 5.00%	September 1, 2033
Series 2021B, \$13.46 million par amount - partial refunding of Series 2011A, 2012B, 2013A	.48% - 1.91%	September 1, 2042

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, 2024, 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, 2024, is presented as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Non-current Portion
Governmental activities:						
Notes payable - pooled bonds	\$15,305,495	\$-	\$1,449,773	\$13,855,722	\$1,520,000	\$12,335,722
Bonds payable - 9c	39,575,164	-	3,014,930	36,560,234	2,110,000	34,450,234
* Total long-term debt	\$54,880,659	\$-	\$4,464,703	\$50,415,956	\$3,630,000	\$46,785,956

Fiscal Year Ending	Notes Payable Pooled Bonds	Bonds Payable-9c	Fiscal Year Ending	Notes Payable Pooled Bonds	Bonds Payable-9c
June 30, 2025	\$1,520,000	\$2,110,000	June 30, 2025	\$195,383	\$1,202,606
June 30, 2026	\$1,545,000	\$2,215,000	June 30, 2026	\$181,380	\$1,103,806
June 30, 2027	\$1,555,000	\$2,320,000	June 30, 2027	\$165,252	\$1,000,006
June 30, 2028	\$1,580,000	\$2,425,000	June 30, 2028	\$144,144	\$891,256
June 30, 2029	\$1,600,000	\$2,540,000	June 30, 2029	\$117,572	\$777,506
2030-2034	\$5,865,000	\$13,985,000	2030-2034	\$207,265	\$2,247,325
2035-2039	\$-	\$6,470,000	2035-2039	\$-	\$428,156
2040-2043	\$-	\$1,020,000	2040-2044	\$-	\$19,125
Unamortized Premium	\$190,722	\$3,475,234	Total	\$1,010,996	\$7,669,788
Total	<u>\$13,855,722</u>	<u>\$36,560,234</u>			

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. 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, 2024, is presented as follows:

	Restated Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Non-Current Portion
Lease with Foundation	12,866,943	-	304,796	12,562,147	358,076	12,204,071

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

Years	Principal	Interest	Total Payment
2025	358,076	437,163	795,239
2026	502,198	424,702	926,899
2027	519,674	407,225	926,899
2028	537,759	389,141	926,899
2029	556,473	370,427	926,899
2030-2034	3,086,677	1,547,819	4,634,496
2035-2039	3,662,463	972,033	4,634,496
2040-2043	3,338,827	291,526	3,630,356
Totals	12,562,147	4,840,036	17,402,183

Long-Term Debt Defeasance

On February 14, 2024, the Treasury Board, on behalf of the University, issued Commonwealth of Virginia Obligation Refunding Bonds, Series 2024B. The bonds were issued at a true interest cost (TIC) of 2.59% to advance refund GOB Series 2013A bond in the amount of \$2,405,000 and GOB Series 2014A in the amount of \$5,915,000. The bonds, issued at a premium of \$1,124,855, are used to provide funds for debt service savings for the University. The advanced refunding resulted in a deferred accounting gain of \$682,200 for the Series 2013 and 2014 bonds, 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 \$1,335,915 for the 10 years after the bonds were issued.

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. As of June 30, 2024, \$245,330 of deferred accounting losses were reported on the Statement of Net Position as a deferred outflow of resources. As of June 30, 2024, \$838,357 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, 2024, none of the notes are considered defeased and outstanding.

NOTE 22E: Component Unit Financial Information

The following is a summary of the outstanding notes payable as of June 30, 2024:

Note payable in monthly installments of \$5,182 through May 2025, with interest payable at 1 Month IBOR plus 1.48% (6.94% and 6.67% at June 30, 2024 and 2023, respectively), unsecured.	\$52,221
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Note 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 1 Month SOFR plus 0.82% (6.28% and 5.99% at June 30, 2024 and 2023, respectively). Secured by real estate and deposit accounts maintained by an investment property held with the institution. Additionally secured by an assignment of leases and rents	1,272,173
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Note 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 an investment property held with the institution. Additionally secured by an assignment of leases and rents.	8,832,012
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Note 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.

2,760,590

Note payable in monthly installments calculated on a 20-year amortization with a balloon payment of remaining amount in September 2028, with interest payable of 5.77%. Secured by real estate and deposit accounts maintained by an investment property held with the institution. Additionally secured by an assignment of leases and rents.

246,910

Total long-term debt

\$13,163,906

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

2025	10,257,427
2026	2,674,310
2027	8,041
2028	8,489
2029 and thereafter	<u>215,639</u>
Total long-term debt	<u><u>\$13,163,906</u></u>

Notes payables are subject to certain affirmative and negative covenants. Management believes the Foundation has complied with all covenants as of June 30, 2024.

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.

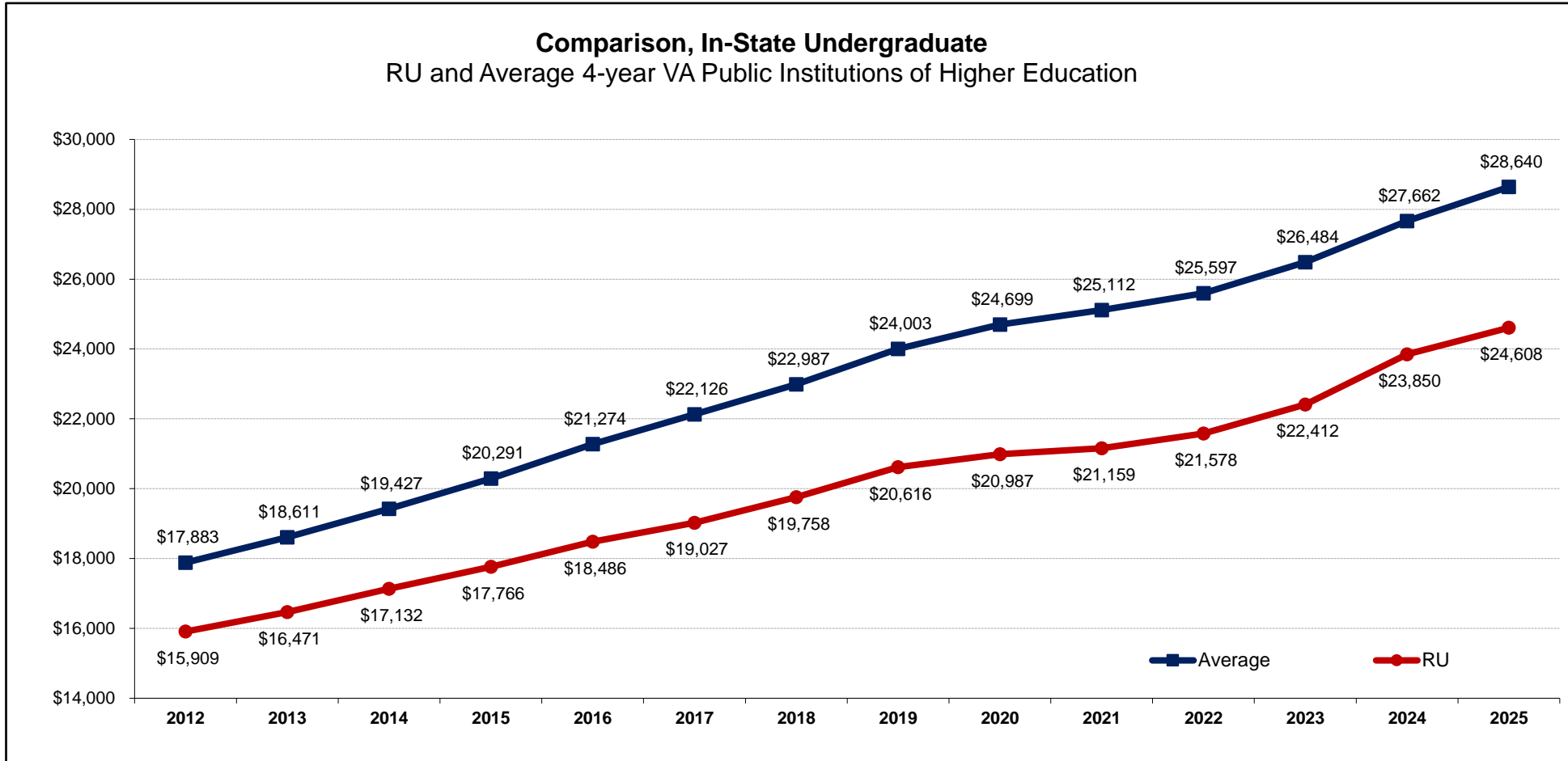
Financial Overview

Considerations Impacting 2025-26 Tuition and Fee Recommendations

- Commitment to Affordability
- Student Needs & Demand
- Sound Financial Planning
 - Economic Outlook
 - Legislative Actions
 - Programmatic Priorities
 - Mandatory Cost Increases
 - Enrollment Projections



Radford University Total Cost: Affordable Provider



Rank	Inst.	2024-25
1	CWM	\$ 41,959
2	UVA	\$ 33,909
3	VMI	\$ 32,356
4	VCU	\$ 30,988
5	LU	\$ 29,895
6	CNU	\$ 29,288
7	GMU	\$ 28,310
8	VT	\$ 28,308
9	UMW	\$ 27,781
10	JMU	\$ 26,882
11	ODU	\$ 26,747
12	RU	\$ 24,608
13	UVA-W	\$ 24,596
14	VSU	\$ 22,289
15	NSU	\$ 21,686

Average - \$ 28,640

2025-2026 Fiscal Outlook

Legislative Impacts - Conference Report

Appropriating in FY25

UG SFA	\$609,000
Bonus - FT Employees 6/16/25	1.5%
Nursing Support	\$2.08M
Maintain Affordability	\$1.80M

Affordable Access

Language to freeze Tuition & Mandatory E&G Fees for FY26 stricken

Capital

Roanoke Building - Approval to initiate detailed planning

Dalton - Approved as NGF project



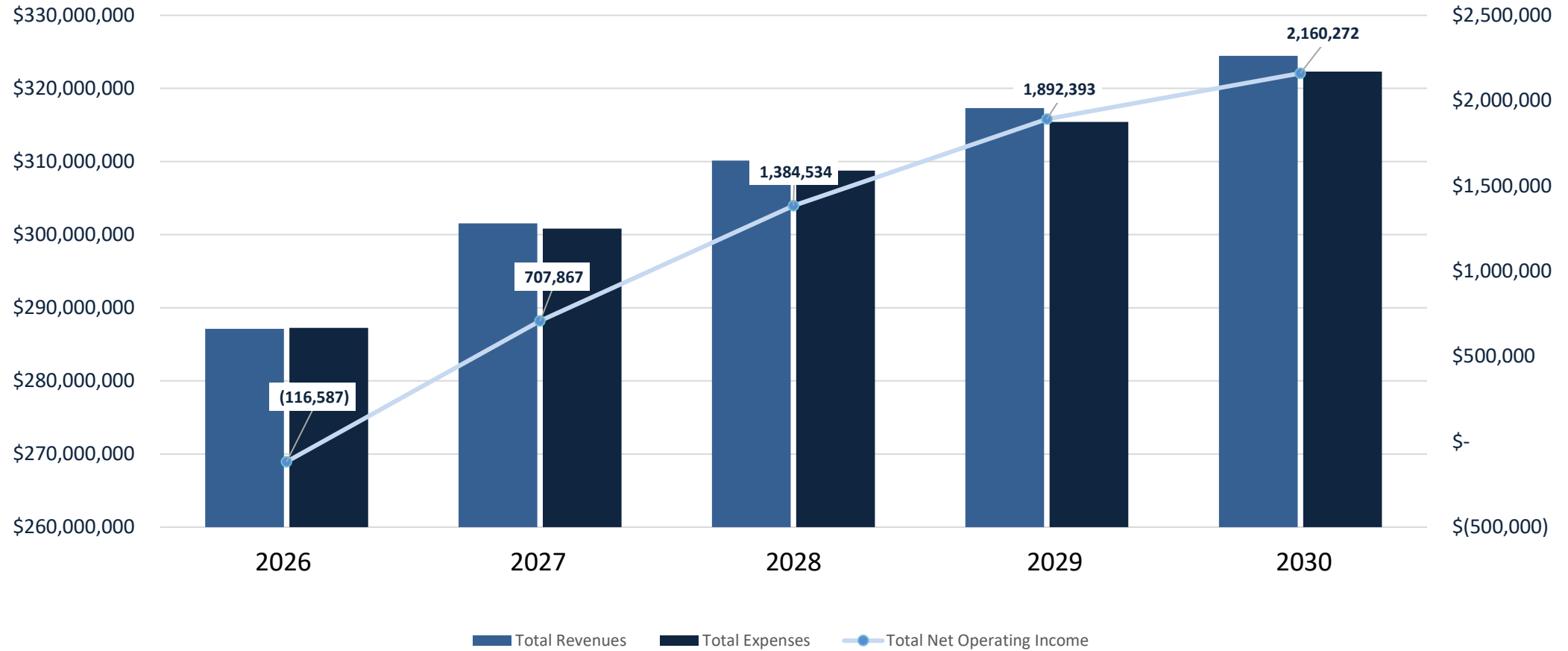
FY 2026 Tuition Pricing Scenario Model

	Growth	Growth	Flat	Flat
<i>Enrollment Level</i>	8,120	8,120	7,812	7,812
<i>Enrollment Variance %</i>	3.94%	3.94%	0.00%	0.00%
<i>IS UG Tuition Rate Increase %</i>	2.00%	0.00%	2.00%	0.00%
Tuition & Fees (Including Waivers)	\$ 67,832,000	\$ 66,899,000	\$ 66,076,000	\$ 65,195,000
<i>FY25 State Appropriations Base</i>	\$ 94,266,288	\$ 94,266,288	\$ 94,266,288	\$ 94,266,288
<i>FY26 State Appropriations Increase (Nursing - House Bill)</i>	\$ 2,083,000	\$ 2,083,000	\$ 2,083,000	\$ 2,083,000
<i>FY26 State Appropriations Increase (Affordability - House Bill)</i>	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000	\$ 1,800,000
<i>FY25 Contingency</i>	\$ 3,900,000	\$ 3,900,000	\$ 3,900,000	\$ 3,900,000
<i>FY26 State COLA Annualization (50% Expense)</i>	\$ 2,176,000	\$ 2,176,000	\$ 2,176,000	\$ 2,176,000
<i>FY26 State Fringe Increase (50%)</i>	\$ 1,214,000	\$ 1,214,000	\$ 1,214,000	\$ 1,214,000
FY 26 State Appropriations	\$ 105,439,288	\$ 105,439,288	\$ 105,439,288	\$ 105,439,288
Other Revenues	\$ 5,307,821	\$ 5,307,821	\$ 5,307,821	\$ 5,307,821
FY26 Adjusted State Revenue Target	\$ 178,579,109	\$ 177,646,109	\$ 176,823,109	\$ 175,942,109
FY25 E&G Base Expense Budget	\$ 164,929,000	\$ 164,929,000	\$ 164,929,000	\$ 164,929,000
FY26 Mandatory Request (Funded from State)	\$ 2,083,000	\$ 2,083,000	\$ 2,083,000	\$ 2,083,000
FY26 Salary Adjustments (3% Salary & 6% Fringe Rate Increase)	\$ 4,519,000	\$ 4,519,000	\$ 4,519,000	\$ 4,519,000
FY26 Mandatory (Non-Technology) Request (RU Funded)	\$ 3,049,000	\$ 3,049,000	\$ 3,049,000	\$ 3,049,000
FY26 Mandatory (Technology) Request (RU Funded)	\$ 279,000	\$ 279,000	\$ 279,000	\$ 279,000
FY26 University Strategic Commitments (Approved)	\$ 751,000	\$ 751,000	\$ 751,000	\$ 751,000
FY26 Divisional Funding Requests	\$ 1,065,000	\$ 1,065,000	\$ 1,065,000	\$ 1,065,000
FY26 Adjusted Expense Budget	\$ 176,675,000	\$ 176,675,000	\$ 176,675,000	\$ 176,675,000
FY26 Adjusted Net	\$ 1,904,109	\$ 971,109	\$ 148,109	\$ (732,891)

2026-2030 Fiscal Outlook

Future Outlook

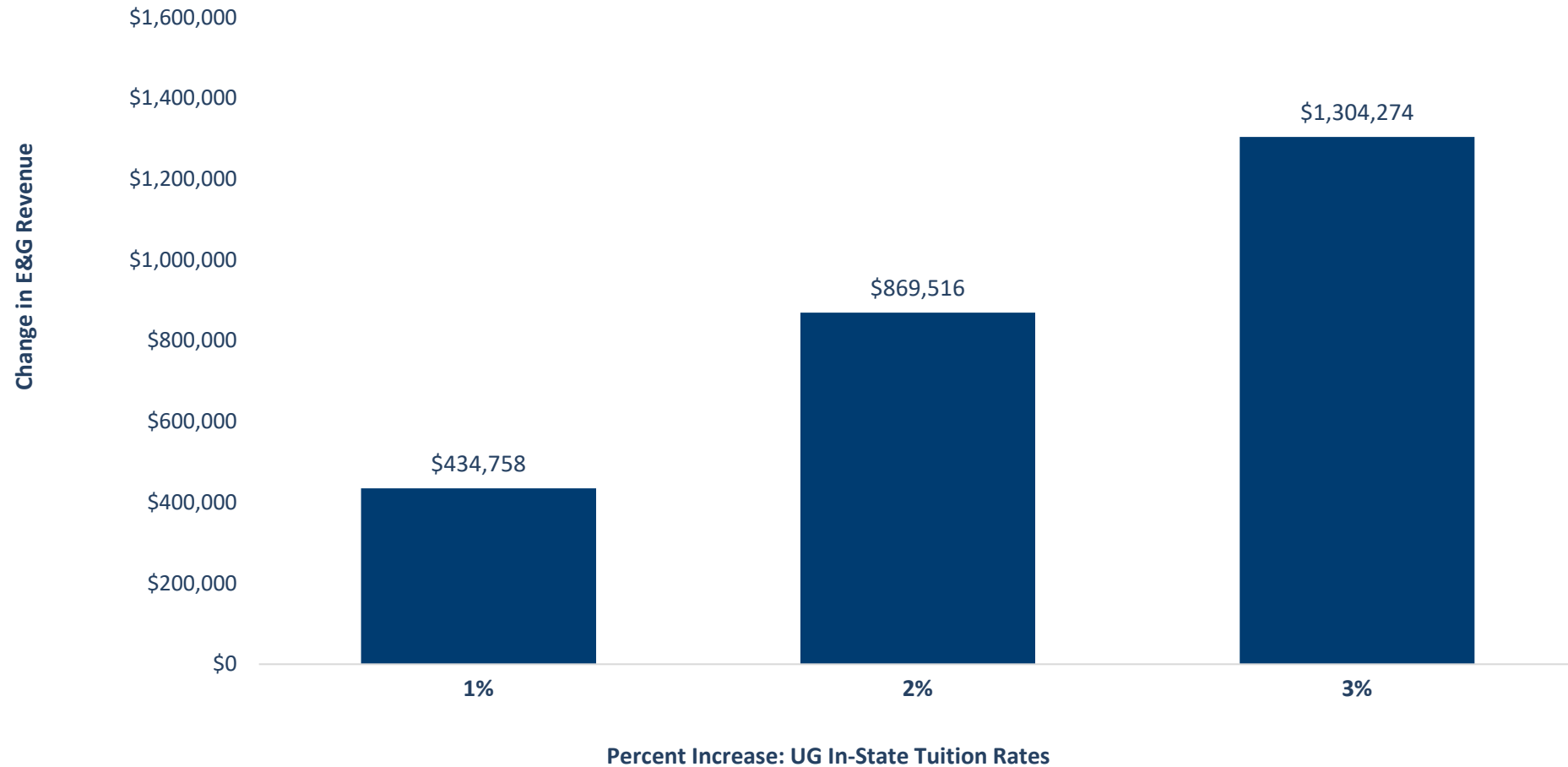
Future Year Planning



Multi-Year Model

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
	\$	\$	\$	\$	\$
REVENUE					
Education & General	176,823,108	181,920,126	188,396,373	193,540,844	198,673,790
Auxiliary	69,527,244	71,811,909	73,932,044	75,974,808	77,978,718
SFA	38,797,356	38,797,356	38,797,356	38,797,356	38,797,356
Sponsored Programs	9,010,037	9,010,037	9,010,037	9,010,037	9,010,037
Total Revenues	\$ 294,157,746	\$ 301,539,427	\$ 310,135,810	\$ 317,323,045	\$ 324,459,901
EXPENSE					
Education & General	176,675,000	181,376,870	187,935,465	192,995,010	198,183,363
Auxiliary	69,791,940	71,647,298	73,008,418	74,628,249	76,308,873
SFA	38,797,356	38,797,356	38,797,356	38,797,356	38,797,356
Sponsored Programs	9,010,037	9,010,037	9,010,037	9,010,037	9,010,037
Total Expenses	\$ 294,274,333	\$ 300,831,561	\$ 308,751,276	\$ 315,430,652	\$ 322,299,629
Total Net					
Operating Income	\$ (116,587)	\$ 707,867	\$ 1,384,534	\$ 1,892,393	\$ 2,160,272

Impact of Tuition Changes



Revenue per Student

In State UG Tuition Revenue							
<u>FY</u>	<u>Fall</u>	<u>In-State UG*</u>	<u>MC Rev</u>	<u>RUC Rev</u>	<u>Fast Track</u>	<u>Per student</u>	<u>% Change</u>
20	2019	7,398	\$52,450,334	\$2,195,985	-	\$7,387	
21	2020	6,767	\$46,276,404	\$5,418,320	-	\$7,639	3.42%
22	2021	5,977	\$40,481,614	\$5,983,036	\$327,138	\$7,829	2.48%
23	2022	5,488	\$37,030,061	\$5,987,760	\$828,734	\$7,990	2.06%
24	2023	5,191	\$34,925,937	\$5,524,722	\$1,490,868	\$8,080	1.13%
**25	2024	5,653	\$38,908,328	\$4,828,238	\$1,650,841	\$8,029	-0.63%

*Headcount

**As of 03/07/25

Impact of Full Cost Policy

<u>SCHEV Estimate:</u>		<u>Internal Estimate:</u>	
Total FTE:	6,444	Total FTE:	7,239
Total OS FTE:	738	Total OS FTE:	733
OS UG FTE:	492	OS UG FTE:	495
OS GR FTE:	246	OS GR FTE:	238
OoS % of Cost:	84%	OoS % of Cost:	95%

Out-of-State UG Tuition & Fees:	
Tuition:	21,166.00
Capital Fee:	447.00
Technology Fee:	120.00
Total:	21,733.00

Out-of-State GR Tuition & Fees:	
Tuition:	19,058.00
Capital Fee:	447.00
Technology Fee:	120.00
Total:	19,625.00

Year	Est. Cost/FTE	Undergraduate		Graduate		Average	
		OS T&F	% Cost	OS T&F	% Cost	T&F	% Cost
2024-2025	\$22,188	\$21,733	97.9%	\$19,625	88.4%	\$21,049	94.9%
2025-2026	\$21,515	\$22,602	105.1%	\$20,410	94.9%	\$21,869	101.6%

T&F Increases 4.00% 4.00%

SCHEV formula:
 Total Resources/Total FTE = **TARGET (Est. Cost per FTE)**
 $[(UG\ OS\ FTE * UG\ rate) + (GR\ OS\ FTE * GR\ rate)] / Total\ OS\ FTE = Average\ OS\ T\&F$
 Average OS T&F/TARGET = **OS % of Cost**

2025-26 Tuition & Fee Rate Proposals

Proposed Rates: Undergraduate Tuition

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Change</u>
Full-time¹			
<u>In-state Undergraduate</u> Tuition	\$8,528	\$8,698	\$170
<u>Out-of-state Undergraduate</u> Tuition	\$21,166	\$22,012	\$846
Part-time			
<u>In-state Undergraduate</u> Tuition	\$354	\$361	\$7
<u>Out-of-state Undergraduate</u> Tuition	\$881	\$916	\$35

¹ Full-time tuition rates are based on 12-16 credit hours.

Proposed Rates: Graduate Tuition

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Change</u>
Full-time¹			
<u>In-state Graduate</u>			
Tuition	\$9,742	\$10,132	\$390
<u>Out-of-state Graduate</u>			
Tuition	\$19,058	\$19,820	\$762
Part-time			
<u>In-state Graduate</u>			
Tuition	\$406	\$422	\$16
<u>Out-of-state Graduate</u>			
Tuition - Main Campus	\$793	\$825	\$32
Tuition - RUC	\$406	\$422	\$16

¹ Full-time tuition rates are based on 12-16 credit hours.

Auxiliary Mandatory Comprehensive Fee - Descriptions

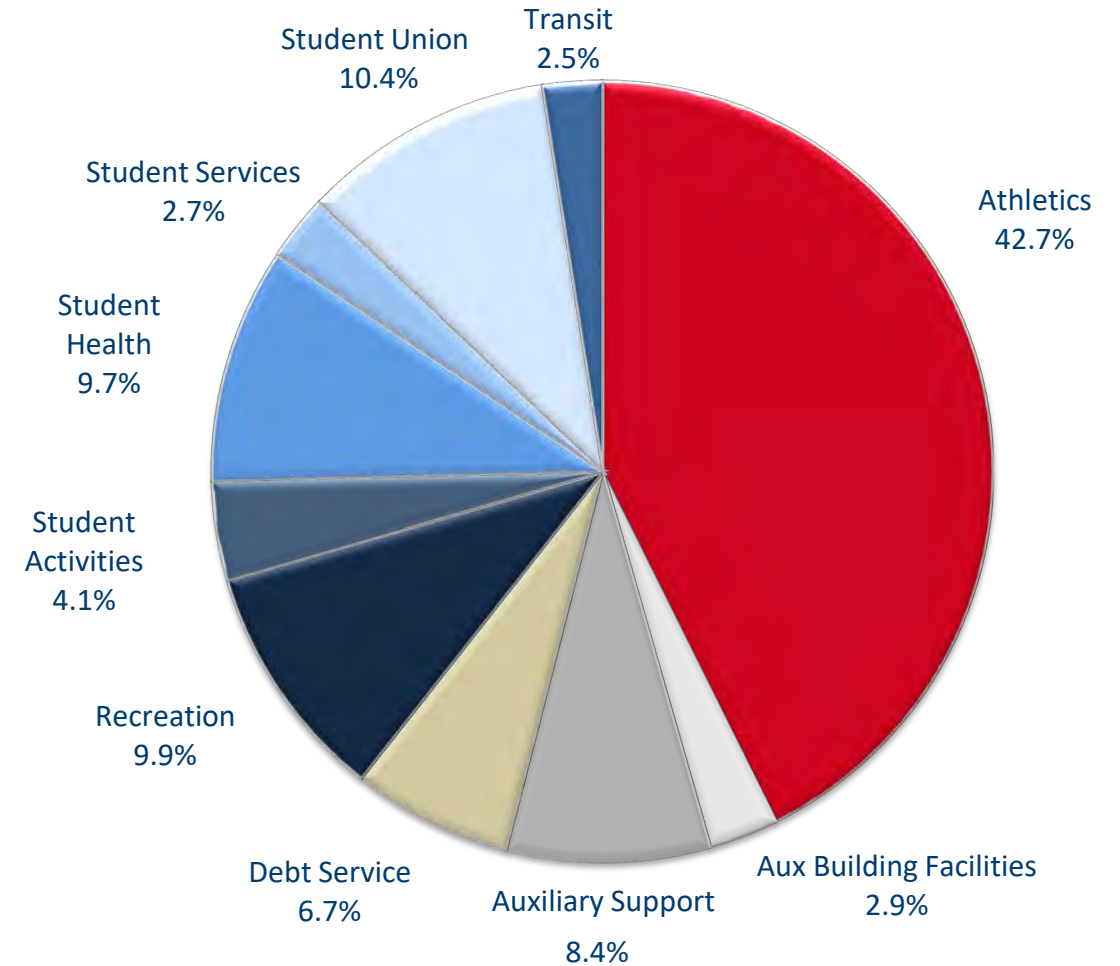
- **Athletics**: The student fee supports the intercollegiate athletic program which includes athletic administration, intercollegiate varsity sports teams, travel, scholarships, operation and maintenance of facilities, auxiliary indirect cost, and equipment.
- **Auxiliary Building/Facilities**: The student fee supports auxiliary operation and maintenance of facilities, facilities staff, maintenance reserve projects, leased properties, insurance, and equipment.
- **Auxiliary Support**: The student fee supports auxiliary support personnel, operations and direct student cost associated with the student OneCard, technology support, photocopying, 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.

Auxiliary Mandatory Comprehensive Fee - Descriptions

- **Student Activities**: The student fee supports student programs, clubs, organizations, activities, and events for groups. Students can attend most events free of charge or at reduced rates.
- **Student Health**: The student fee supports general medical services provided by the Radford University Student Health Center, normal counseling services provided by Radford University Student Counseling Center, the Center for Accessibility Services (CAS) and educational and support services provided by the SAVES (Substance Abuse and Violence Education Support) 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, 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 Radford University students.

Proposed Rates: Comprehensive Fee

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Change</u>
Full-time			
Mandatory Comprehensive Fee	\$3,900	\$4,134	\$234
Credit Hour Rate			
Mandatory Comprehensive Fee	\$163	\$173	\$10
Mandatory Online Comprehensive Fee	\$50	\$55	\$5



Room and Board Fees

Room Rates: Proposed

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>
Main Campus			
On-Campus Room (includes laundry)			
Residence Hall			
Single	\$ 8,750	\$ 9,950	\$1,200
Multiple	6,650	6,983	333
Suite	7,850	8,400	550
Apartment			
Single	9,950	11,746	1,796
Multiple	7,850	8,243	393
Radford University Carilion			
Off-Campus Rooms (incl laundry)			
Patrick Henry standard/studio - Single	\$ 10,900	\$11,990	\$1,090
Patrick Henry standard/studio - Multiple	8,800	9,416	616
	<u>9.39 % Increase (average)</u>		

Room Rates: Proposed

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>
Main Campus			
On-Campus Room (includes laundry)			
Residence Hall			
Single	\$ 8,750	\$ 9,950	\$1,200
Multiple	6,650	6,983	333
Suite	7,850	8,400	550
Apartment			
Single	9,950	11,746	1,796
Multiple	7,850	8,243	393
Radford University Carilion			
Off-Campus Rooms (incl laundry)			
Patrick Henry standard/studio - Single	\$ 10,900	\$11,990	\$1,090
Patrick Henry standard/studio - Multiple	8,800	9,416	616
			9.39 % Increase (average)

Board Rates: Proposed

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>
Main Campus			
Meal Plan Rates			
Residence Hall			
Highlander All Access	\$ 5,854	\$ 6,110	\$ 256
Highlander Residential	\$ 5,410	\$ 5,640	230
Residential Apartment Board Plan			
Highlander Jr.	\$ 3,170	\$ 3,430	260
Non-Residential Meal Plan (optional)			
Highlander Commuter - 25 Swipes/Semester	\$ 1,148	\$ 1,180	32

4.9 % Increase (average)

Board Rates: Proposed

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>
Main Campus			
Meal Plan Rates			
Residence Hall			
Highlander All Access	\$ 5,854	\$ 6,110	\$ 256
Highlander Residential	\$ 5,410	\$ 5,640	230
Residential Apartment Board Plan			
Highlander Jr.	\$ 3,170	\$ 3,430	260
Non-Residential Meal Plan (optional)			
Highlander Commuter - 25 Swipes/Semester	\$ 1,148	\$ 1,180	32

4.9 % Increase (average)

Proposed Rates: In-State Undergraduate

	Approved 2024-25	Proposed 2025-26	Dollar Change	Percent Change
In-state Undergraduate (full-time)				
Tuition ¹	\$8,528	\$8,698	\$170	
Mandatory Technology Fee ²	120	120	0	
Subtotal Tuition & Mandatory E&G Fees	\$8,648	\$8,818	\$127	
Mandatory Comprehensive Fee ²	3,900	4,134	234	
Total In-state Undergraduate	\$12,548	\$12,952	\$404	3.22%
Room - Dorm Double Occupancy	6,650	6,983	333	
Board - Residential Plan	5,410	5,640	230	
Total In-state Undergraduate	\$24,608	\$25,575	\$967	3.93%

¹ Full-time tuition rates are based on 12-16 credit hours.

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

Tuition and Fee Recommendation Overview

- Undergraduate In-State 1.99%
- Out-of-State Tuition 4.0%
- Graduate *In-State and Out-of-State* Tuition 4.0%
- Technology Fee 0.0%
- Comprehensive Fee 6.0%
- Standard Room Rate 5.0%
- Standard Meal Rate 4.25%

Tuition and Fee Recommendation Overview

Differential rates increased by 3% unless otherwise noted

Continuing efforts to simplify tuition and fee structure

- Align Out of State Tuition with In-State Tuition, comparable to other online programs
 - Doctor of Nursing Practice, DNP
 - Doctor of Occupational Therapy, OTD (*Tuition also aligned with Doctor of Health Science, DHSC*)
- Align with Undergraduate Full-Time Rates
 - Healthcare Administration, BS
 - Public Health, BS

Discussion

RADFORD UNIVERSITY BOARD OF VISITORS

March 20, 2025

Action Item Recommendation for 2025-26 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 2025-26 academic year.

As of this date, the General Assembly continues to work toward approval of the budget amendments during the mid-year 2025 Session. 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.

After several years of declining enrollment, the University experienced an increase in total entering and returning students this past fall. However, competition for in-state undergraduate students in the Commonwealth continues to progressively increase. The current rate recommendations are based on enrollment estimates similar to Fall 2024 enrollment. Actual enrollments will not be confirmed until the Fall 2025 census.

Based on the previously mentioned legislative and enrollment related factors impacting the 2025-26 fiscal year, Radford University's tuition rates are proposed to increase by 1.99% for in-state and 4.0% for out-of-state students for traditional programs. This recommendation reflects a modest tuition increase that allows the University to meet mandatory cost pressures and take on specific strategic initiatives in the absence of permanent base funding from the state in the recent budget proposal. 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 2025 Budget Session amendments, mandatory cost drivers, programmatic directives, and the overall economic outlook.

On February 19, 2025, 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 2025-26 academic year. The University subsequently held a public comment session on March 4, 2025, to discuss the budget overview and provide for public input of this range.

The following depicts the process used to derive the 2025-26 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 2025-26.

Educational & General (E&G) Program:

University Strategic Direction

The 2025-26 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 have been reviewed by University leadership and affirmed or adjusted as appropriate over the last year. The University is currently developing a new University Strategic Plan and expects that key strategic areas previously defined will continue to be a point of fiscal relevance through the coming years.

Six-Year Planning Processes and 2025-26 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.

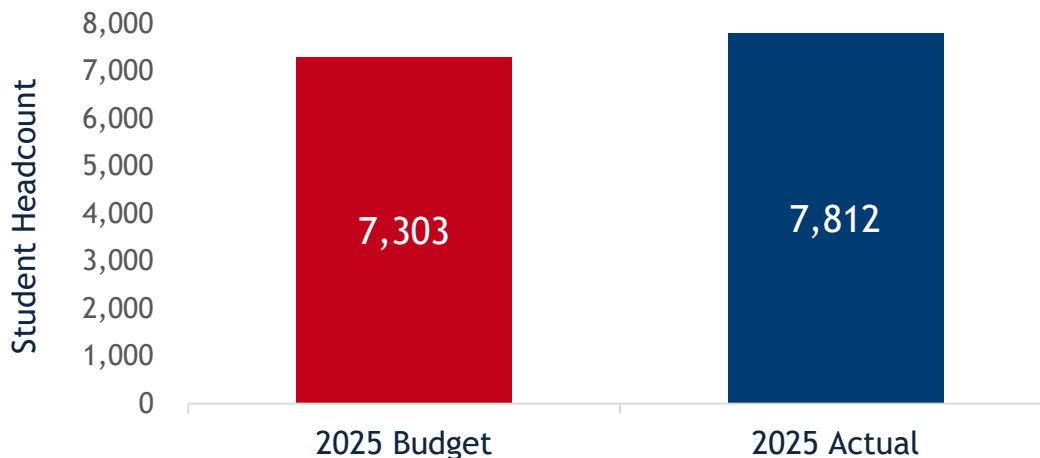
The University's internal annual budget development cycle provides the opportunity to re-evaluate the essential needs for the upcoming fiscal year and outlines divisional priorities for the outlying years. To strategically align the institution's long-range goals with projected resources, the budget

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

The University remains focused on stabilizing undergraduate student enrollment through its new Radford Tuition Promise, innovative transfer options with the community colleges, such as the Tartan Transfer 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. The Fall of 2024 saw better than expected results from these initiatives and has created a more optimistic outlook than in the prior year.



Enrollment for 2025-26 is conservatively projected to be the same or slightly above 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 (92% as of fall 2024). 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 43.2% from institutional non-general fund sources and 56.8% from state general funds.

Mandatory Cost Increases

2025 General Assembly Session Action

As previously mentioned, the General Assembly has recommended budget amendments during the 2025 mid-year budget session that have not been fully approved. In the area of employee compensation, the General Assembly's introduced budget amendments recommend a 1.5% bonus effective June 2025. The budget also includes the previously approved 3% salary increase for eligible employees in FY26.

The General Assembly's budget also includes an additional \$1.8 million in one-time funding to continue prioritizing affordability for students, as well as \$2.08M in one-time funding to support Radford's increasing nursing program. To be conservative, the University is using estimates of no base changes to 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 realignment strategies prior to requesting initiative funding.

E&G Summary

The major factors considered in the proposed 2025-26 tuition rates by respective full-time student classification include: (1) Maintain Affordability funding is one-time only, (2) anticipated mandatory cost increases, (3) the expansion of the nursing program, including additional nursing faculty, (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 2025-26, 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 2025-26.

Undergraduate Tuition Rates:

For 2025-26, Radford University's undergraduate full-time tuition rates are proposed to increase by 1.99% for in-state and 4.0% for out-of-state students. The full-time tuition rate increases result in a \$7 per credit hour increase for in-state undergraduates and \$35 per credit hour increase to out-of-state undergraduates.

Refer to the Summary of Tuition and Fees for 2025-26, Schedule B at the end of this document, for further details on the proposed rates.

Graduate Tuition Rates:

For 2025-26, Radford University's graduate full-time tuition rates are proposed to increase by 4% for in-state and out-of-state students. For main campus, the full-time tuition rate increases result in a \$16 per credit hour increase for in-state graduates and \$32 per credit hour increase for out-of-state graduates. For RUC, the part-time tuition rate increases result in a \$16 per credit hour increase for in-state and out-of-state graduates.

Refer to the Summary of Tuition and Fees for 2025-26, 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 2025-26, 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 2025-26, 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 Literacy Ed, (MS), Education (Ed.D.), Health Sciences (MS, and DHSC), Healthcare Administration (MS), Occupational Therapy (MOT and OTD), Physical Therapy (DPT), Respiratory Therapy (ASRT-BSRT), Nursing Practice (DNP), and Design Thinking (MFA).

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

- Move the BS, Healthcare Administration and BS, Public Health to the standard undergraduate rate.
- Adjust the Doctor of Nursing Practice, DNP to an online rate.
- Adjust the Doctor of Occupational Therapy, OTD to an online rate and align with Doctor of Health Science, DHSC.

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 2025-26, 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 2025-26 at an annual rate of \$120 for both main campus and RUC. Refer to the Summary of Tuition and Fees for 2025-26, 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 6.0% increase in the 2025-26 comprehensive fee and a change from \$50 to \$55 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.

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 2025-26, 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 5.0% increase to the standard double room rate and a 9.4% average increase across all room types in 2025-26. The rate adjustments reflect current market conditions and 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 2025-26, 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 its dining vendor, the University is recommending a 4.9% average increase in the 2025-26 meal plan rates.

Refer to the Summary of Tuition and Fees for 2025-26, Schedule B at the end of this document, for further details on the proposed rates.

Schedule A: 2025-26 Resource Allocation Analysis

		Total
<u>REVENUE - estimated</u>		
General Fund		
State Appropriations - base		\$94,266,288
Salary & Fringe Increases		\$3,390,000
1x Appropriations into FY26		\$7,783,000
Total GF		\$105,439,288
Non-General Fund		
Tuition & Fees (Including Waivers)		\$66,076,000
Other		5,307,821
Total NGF Changes		\$71,383,821
Total Revenue		\$176,823,109
<u>EXPENSES – estimated</u>		
Expense Base Budget		\$164,929,000
3% Salary Adjustments		4,519,000
Mandatory Cost (State Funded)		2,083,000
Mandatory Cost (University Funded)		3,328,000
FY25 Strategic Commitments		751,000
FY25 Divisional 1% Operating Request		1,065,000
Sub-Total Commitments		\$176,675,000
RECURRING SURPLUS/(DEFICIT)		\$148,109

Schedule B

Summary of Proposed 2025-26 Tuition and Fees

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Radford University				
Undergraduate				
<u>In-state Undergraduate (full-time)</u>				
Tuition ¹	\$8,528	\$8,698	\$170	
Mandatory Technology Fee ²	120	120	0	
Subtotal Tuition & Mandatory E&G Fees	\$8,648	\$8,818	\$170	1.97%
Mandatory Comprehensive Fee ²	3,900	4,134	234	
Total In-state Undergraduate	\$12,548	\$12,952	\$404	3.22%
Room - Dorm Double Occupancy	6,650	6,983	333	
Board - Residential Plan	5,410	5,640	230	
Total In-state Undergraduate Living in University Housing	\$24,608	\$25,575	\$967	3.93%
<u>Out-of-state Undergraduate (full-time)</u>				
Tuition ¹	\$21,166	\$22,012	\$846	
Mandatory Capital Fee ²	447	468	21	
Mandatory Technology Fee ²	120	120	0	
Subtotal Tuition & Mandatory E&G Fees	\$21,733	\$22,600	\$867	3.99%
Mandatory Comprehensive Fee ²	3,900	4,134	234	
Total Out-of-state Undergraduate	\$25,633	\$26,734	\$1,101	4.30%
Room - Dorm Double Occupancy	6,650	6,983	333	
Board - Residential Plan	5,410	5,640	230	
Total Out-of-state Undergraduate Living In University Housing	\$37,693	\$39,357	\$1,664	4.41%

¹ Full-time tuition rates are based on 12-16 credit hours.

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

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Graduate				
<u>In-state Graduate (full-time)</u>				
Tuition ¹	\$9,742	\$10,132	\$390	
Mandatory Technology Fee ²	120	120	0	
Mandatory Comprehensive Fee ²	3,900	4,134	234	
Total In-state Graduate	\$13,762	\$14,386	\$624	4.53%
<u>Out-of-state Graduate (full-time)</u>				
Tuition ¹	\$19,058	\$19,820	\$762	
Mandatory Capital Fee ²	447	468	21	
Mandatory Technology Fee ²	120	120	0	
Mandatory Comprehensive Fee ²	3,900	4,134	234	
Total Out-of-state Graduate	\$23,525	\$24,542	\$1,017	4.32%

¹ Full-time tuition rates are based on 12-16 credit hours.

² 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 Rates¹

Tuition (per credit hour)

Undergraduate

In-state	\$354	\$361	\$7	1.98%
Out-of-state	881	916	35	3.97%

Graduate

In-state	\$406	\$422	\$16	3.94%
Out-of-state	\$793	825	32	4.04%
Virginia Educator	\$302	311	9	2.98%

Other Mandatory Fees (per credit hour)

Technology Fee	\$5	\$5	\$0	0.00%
Capital Fee (Out-of-state only)	19	20	1	5.26%
Comprehensive Fee ²	163	173	10	6.13%
Online Comprehensive Fee ² (no annualized rate)	50	55	5	10.00%
Program Fee - Master of Occupational Therapy (MOT) (no annualized rate)	70	70	0	0.00%

¹ Summer tuition and mandatory fees are charged at regular academic year rates.

² 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 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Differential Tuition & Fees¹				
<u>Master of Fine Arts in Design Thinking (MFA)</u>				
In-state (per credit hour):				
Tuition	\$790	\$814	\$24	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state MFA	\$845	\$874	\$29	3.43%
Out-of-state (per credit hour):				
Tuition	\$790	\$814	\$24	
Mandatory Capital Fee	\$19	20	1	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total Out-of-state MFA	\$864	\$894	\$30	3.47%
<u>Doctor of Nursing Practice (DNP)</u>				
In-state (per credit hour):				
Tuition	\$535	\$551	\$16	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state DNP	\$590	\$611	\$21	3.63%
Out-of-state (per credit hour):				
Tuition	\$1,058	\$551	(\$507)	
Mandatory Capital Fee	\$19	20	1	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total Out-of-state DNP	\$1,132	\$631	(\$501)	-44.25%

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

	Approved 2024-25	Proposed 2025-26	Dollar Change	Percent Change
Differential Tuition & Fees¹				
<u>Doctor of Education (Ed.D.)</u>				
In-state (per credit hour):				
Tuition	\$393	\$405	\$12	
Program Fee	\$101	101	0	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	50	55	5	
Total In-state Ed.D.	\$549	\$566	\$17	3.01%
Out-of-state (per credit hour):				
Tuition	\$393	\$405	\$12	
Program Fee	\$101	101	0	
Mandatory Capital Fee	\$19	20	1	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total Out-of-state Ed.D.	\$568	\$586	\$18	3.09%
<u>Literacy Education, MS</u>				
In-state (per credit hour):				
Tuition	\$406	\$418	\$12	
Mandatory Technology Fee	\$5	5	\$0	
Mandatory Online Comprehensive Fee	50	55	\$5	
Total In-state Literacy Ed. MS	\$461	\$478	\$17	3.69%
Out-of-state (per credit hour):				
Tuition	\$406	\$418	\$12	
Mandatory Capital Fee	\$19	20	\$1	
Mandatory Technology Fee	\$5	5	\$0	
Mandatory Online Comprehensive Fee	\$50	55	\$5	
Total Out-of-state Literacy Ed. MS	\$480	\$498	\$18	3.75%

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

	Approved 2024-25	Proposed 2025-26	Dollar Change	Percent Change
Differential Tuition & Fees - Fast Track¹				
<u>RN to BSN²</u>				
In-state (per credit hour):				
Tuition	\$299	\$308	\$9	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state RN to BSN	\$354	\$368	\$14	3.95%
Out-of-state (per credit hour):				
Tuition	\$299	\$308	\$9	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total Out-of-state RN to BSN	\$354	\$368	\$14	3.95%
<u>Master of Business Administration²</u>				
<u>Master of Science in Nursing, MSN²</u>				
In-state (per credit hour):				
Tuition	\$430	\$443	\$13	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state MBA & MSN	\$485	\$503	\$18	3.71%
Out-of-state (per credit hour):				
Tuition	\$430	\$443	\$13	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total Out-of-state MBA & MSN	\$485	\$503	\$18	3.71%

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

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

	<u>Approved</u> <u>2024-25</u>	<u>Proposed</u> <u>2025-26</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
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Differential Tuition & Fees - TTIP¹

Tech Talent Investment Program (TTIP)

In-state (per credit hour):

Tuition	\$216	\$216	\$0	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state Undergraduate TTIP	\$271	\$276	\$5	1.85%

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

Competency-Based Education (CBE)

Cybersecurity, Geospatial, Education, Data Science - CBE (per credit hour)¹

Tuition	\$316	\$326	\$10	
Mandatory Technology Fee	5	5	0	
Mandatory Online Comprehensive Fee	50	55	5	
Total Cybersecurity - CBE	\$371	\$386	\$15	4.04%

¹ Rate reduction of 10% may be applied for prepaid certificate program.

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Comprehensive Fee¹				
Mandatory Comprehensive Fee				
Athletics	\$1,569	\$1,765.00	\$196	
Auxiliary Building/Facilities	\$112	\$119.00	7	
Auxiliary Support	\$337	\$347.00	10	
Debt Service	\$275	\$275.00	0	
Recreation	\$386	\$409.00	23	
Student Activities	\$161	\$170.00	9	
Student Health	\$380	\$403.00	23	
Student Services	\$107	\$113.00	6	
Student Union	\$409	\$431.00	22	
Transit	\$164	\$102.00	(62)	
Total Comprehensive Fee	\$3,900	\$4,134	\$234	6.00%

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

Fall & Spring Annual Room Rates^{1,2}

On-Campus Room (includes laundry)

Residence Hall				
Single	\$8,750	\$9,950	\$1,200	13.71%
Multiple	\$6,650	\$6,983	333	5.00%
Suite	\$7,850	\$8,400	550	7.00%
Apartment				
Single	\$9,950	\$11,746	\$1,796	18.05%
Multiple	\$7,850	\$8,243	393	5.00%

Fall & Spring Annual Board & Meal Plan Rates^{2,3}

Residential Board Plan

Highlander All Access	\$5,854	\$6,110	256	4.37%
Highlander Residential	\$5,410	\$5,640	230	4.25%

Residential Apartment Board Plan

Highlander Jr.	\$3,170	\$3,430	260	8.20%
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Non-Residential Meal Plan (optional)⁴

Highlander Commuter - 25 Swipes/Semester	\$1,148	\$1,180	32	2.79%
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¹ Rates are listed on a per student/per bed basis.

² Summer and break rates are prorated based on the approved annualized rate.

³ Select board and meal plans may not be available each term.

⁴ Addition to meal plan assessed at an incremental rate.

<u>Approved</u> <u>2024-25</u>	<u>Proposed</u> <u>2025-26</u>	<u>Dollar</u> <u>Change</u>	<u>Percent</u> <u>Change</u>
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Radford University Carilion

Undergraduate Tuition¹ & Fees²

<u>In-state Undergraduate (full-time)</u>				
Tuition	\$8,528	\$8,698	\$170	
Mandatory Technology Fee	\$120	120	0	
Mandatory Comprehensive Fee	\$3,900	4,134	234	
Total In-state Undergraduate	\$12,548	\$12,952	\$404	3.22%
<u>Out-of-state Undergraduate (full-time)</u>				
Tuition	\$21,166	\$22,012	\$846	
Mandatory Capital Fee	\$447	468	21	
Mandatory Technology Fee	\$120	120	0	
Mandatory Comprehensive Fee	\$3,900	4,134	234	
Total Out-of-state Undergraduate	\$25,633	\$26,734	\$1,101	4.30%

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

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Per Credit Hour Rates¹				
<u>In-state Undergraduate (per credit hour)</u>				
Tuition	\$354	\$361	\$7	
Mandatory Technology Fee	\$5	5	0	
Mandatory Comprehensive Fee	\$163	\$173	10	
Total In-state Undergraduate	\$522	\$539	\$17	3.26%
<u>Out-of-state Undergraduate (per credit hour)</u>				
Tuition	\$881	\$916	\$35	
Mandatory Capital Fee	\$19	20	1	
Mandatory Technology Fee	\$5	5	0	
Mandatory Comprehensive Fee	\$163	173	10	
Total Out-of-state Undergraduate	\$1,068	\$1,114	\$46	4.31%
<u>In-state Graduate (per credit hour)</u>				
Tuition	\$406	\$422	\$16	
Program Fee	\$298	298	0	
Mandatory Technology Fee	\$5	5	0	
Mandatory Comprehensive Fee	\$163	173	10	
Total In-state Graduate	\$872	\$898	\$26	2.98%
<u>Out-of-state Graduate (per credit hour)</u>				
Tuition	\$406	\$422	\$16	
Program Fee	\$298	\$298	\$0	
Mandatory Capital Fee	\$19	\$20	\$1	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Comprehensive Fee	\$163	\$173	\$10	
Total Out-of-state Graduate	\$891	\$918	\$27	3.03%

¹ Summer tuition and mandatory fees are charged at regular academic year rates.

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Differential Tuition and Fees¹				
<u>Respiratory Therapy, BS (ASRT-BSRT)</u>				
In-state Undergraduate (per credit hour):				
Tuition	\$308	\$317	\$9	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total In-state ASRT-BSRT	\$363	\$377	\$14	3.86%
Out-of-state Undergraduate (per credit hour):				
Tuition	\$308	\$317	\$9	
Mandatory Capital Fee	\$19	\$20	\$1	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total Out-of-state ASRT-BSRT	\$382	\$397	\$15	3.93%
<u>Health Sciences, MS</u>				
In-state Graduate (per credit hour):				
Tuition	\$393	\$405	\$12	
Program Fee	\$223	223	0	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state Health Sciences, MS	\$671	\$688	\$17	2.50%
Out-of-state Graduate (per credit hour):				
Tuition	\$393	\$405	\$12	
Program Fee	\$223	223	0	
Mandatory Capital Fee	\$19	20	1	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total Out-of-state Health Sciences, MS	\$690	\$708	\$18	2.63%

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

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Differential Tuition and Fees¹				
<u>Master of Occupational Therapy, MOT²</u>				
In-state Graduate (per credit hour):				
Tuition	\$406	\$418	\$12	
Program Fee	\$70	\$70	\$0	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Comprehensive Fee	\$163	\$173	\$10	
Total In-state MOT	\$644	\$666	\$22	3.43%
Out-of-state Graduate (per credit hour):				
Tuition	\$793	\$825	\$32	
Program Fee	\$70	\$70	\$0	
Mandatory Capital Fee	\$19	\$20	\$1	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Comprehensive Fee	\$163	\$173	\$10	
Total Out-of-state MOT	\$1,050	\$1,093	\$43	4.10%

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

Healthcare Administration, MS

In-state Graduate (per credit hour):				
Tuition	\$406	\$418	\$12	
Program Fee	\$212	212	0	
Mandatory Technology Fee	\$5	5	0	
Mandatory Online Comprehensive Fee	\$50	55	5	
Total In-state Healthcare Admin., MS	\$673	\$690	\$17	2.51%
Out-of-state Graduate (per credit hour):				
Tuition	\$406	\$418	\$12	
Program Fee	\$212	\$212	\$0	
Mandatory Capital Fee	\$19	\$20	\$1	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total Out-of-state Healthcare Admin., MS	\$692	\$710	\$18	2.60%

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

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Differential Tuition and Fees¹				
<u>Doctor of Occupational Therapy, OTD</u>				
In-state Graduate (per credit hour):				
Tuition	\$399	\$405	\$6	
Program Fee	\$181	\$181	\$0	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total In-state OTD	\$635	\$646	\$11	1.79%
Out-of-state Graduate (per credit hour):				
Tuition	\$623	\$405	(\$218)	
Program Fee	\$181	\$181	\$0	
Mandatory Capital Fee	\$19	\$20	\$1	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total Out-of-state OTD	\$878	\$666	(\$212)	-24.13%
<u>Doctor of Health Sciences, DHSC</u>				
In-state Graduate (per credit hour):				
Tuition	\$393	\$405	\$12	
Program Fee	\$416	\$416	\$0	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total In-state DHSC	\$864	\$881	\$17	1.97%
Out-of-state Graduate (per credit hour):				
Tuition	\$393	\$405	\$12	
Program Fee	\$416	\$416	\$0	
Mandatory Capital Fee	\$19	\$20	\$1	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Online Comprehensive Fee	\$50	\$55	\$5	
Total Out-of-state DHSC	\$883	\$901	\$18	2.04%

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

	<u>Approved 2024-25</u>	<u>Proposed 2025-26</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Differential Tuition and Fees¹				
<u>Doctor of Physical Therapy, DPT</u>				
In-state Graduate (per credit hour):				
Tuition	\$509	\$524	\$15	
Mandatory Technology Fee	\$5	\$5	\$0	
Mandatory Comprehensive Fee	\$163	\$173	\$10	
Total In-state DPT	\$677	\$702	\$25	3.72%
Out-of-state Graduate (per credit hour):				
Tuition	\$1,025	\$1,056	\$31	
Mandatory Capital Fee	\$19	20	1	
Mandatory Technology Fee	\$5	5	0	
Mandatory Comprehensive Fee	\$163	173	10	
Total Out-of-state DPT	\$1,211	\$1,254	\$42	3.48%

¹For 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 Rates¹

Off-Campus Rooms (incl laundry)

Patrick Henry standard/studio - Single	\$10,900	\$11,990	\$1,090	10.00%
Patrick Henry standard/studio - Multiple	\$8,800	\$9,416	616	7.00%

¹Summer rates are prorated based on the approved annualized rate.

RADFORD UNIVERSITY BOARD OF VISITORS
March 21, 2025

Action Item
Recommendation for 2025-26 Tuition and Fees

NOW, THEREFORE, BE IT RESOLVED that the Radford University Board of Visitors approves tuition and fees for the 2025-26 academic year as reflected in the Summary of Proposed 2025-26 Tuition and Fees beginning with the Fall 2025 semester and thereafter until otherwise adjusted by the Board of Visitors.

Minutes



Radford
UNIVERSITY

Business Affairs and Audit Committee
11:00 a.m.
December 5, 2024
Mary Ann Jennings Hovis Memorial Board Room
Martin Hall, Third Floor, Radford, VA

DRAFT
Minutes

Committee Members Present

Dr. Betty Jo Foster, Chair
Mr. George Mendiola Jr., Vice Chair
Ms. Jeanne S. Armentrout
Ms. Joann Craig
Mr. James C. Turk

Committee Member Absent

Mr. Jonathan D. Sweet

Board Members Present

Mr. Marquett Smith, Rector
Mr. Tyler W. Lester, Vice Rector
Mr. Dale S. Ardizzone
Ms. Betsy D. Beamer
Ms. Callie M. Dalton
Mr. William C. Davis
Ms. Jennifer Wishon Gilbert
Ms. Lisa W. Pompa
Mr. David A. Smith
Dr. Matthew Close, Faculty Representative

Others Present:

Dr. Bret Danilowicz, President
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President
Mr. Jorge Coartney, Associate Vice President for Facilities Management
Ms. Allison Gallimore, Manager of Business Operations, Finance and Administration
Ms. Lisa Ghidotti, Executive Director of Government Relations and Strategic Initiatives
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
Mr. Peter McCann, Director, Emergency Management
Ms. Margaret McManus, University Auditor

Mr. Ed Oakes, Associate Vice President for Information Technology Services
Dr. Eric Plummer, Chief of Police
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 White, Vice President for Advancement and Alumni Relations

Call to Order

Dr. Betty Jo Foster, Chair, formally called the meeting to order at 11:15 a.m. in the Mary Ann Jennings Hovis Board Room, Martin Hall. Dr. Foster welcomed everyone to the December meeting of the Business Affairs and Audit Committee.

Approval of Agenda

Dr. Foster asked for a motion to approve the December 5, 2024, meeting agenda, as published. Ms. Joann Craig so moved, Mr. James Turk seconded, and the motion was carried unanimously.

Approval of Minutes

Dr. Foster asked for a motion to approve the minutes of the September 5, 2024, Business Affairs and Audit Committee meeting, as published. Mr. George Mendiola Jr. so moved, Ms. Craig seconded, and the motion was carried unanimously.

Reports

University Auditor's Report

University Auditor Margaret McManus presented an oral report on the quarterly review of the University Discretionary Fund and the following internal audit reports: Fiscal Year 2024 Inventory Audit and the College Transition Audit of the School of Nursing. Ms. McManus further provided an overview of the audit process for the committee's information. She presented Radford University's audit report from the Office of the State Inspector General's Cybersecurity Audit for Virginia Higher Education Institutions and a quarterly follow-up audit status report. She also discussed the essential relationship between the Board of Visitors and the internal audit function, and she provided an overview of the essential conditions outlined by The Institute of Internal Auditors. A copy of the reports was included with the board materials.

Financial Update

Vice President Rob Hoover presented an overview of Radford University financial processes; a review of internal budget processes, and a list of priorities for Fiscal Year 2026. A copy of the reports was included in the board materials.

Action Items:

Recommendation for Approval of a revision in the Internal Audit Charter Policy

University Auditor Margaret McManus reviewed the proposed revision of the Internal Audit Charter Policy. Dr. Foster asked for a motion to recommend the proposed revision of the Internal Audit Charter Policy, as presented, to the full Board for Approval. Ms. Craig so moved, Ms. Jeanne Armentrout seconded, and the motion carried unanimously. A copy of the proposed resolution is attached hereto as ***Attachment A*** and is made a part hereof.

Recommendation for Approval to adopt the University's Crisis and Emergency Management Plan

Dr. Eric Plummer, Chief of Police for Radford University, reviewed the University's Crisis and Emergency Management Plan. Dr. Foster asked for a motion to recommend the University's Crisis and Emergency

Management Plan, as presented, to the full Board for approval. Ms. Craig so moved, Mr. Mendiola seconded, and the motion carried unanimously. A copy of the proposed resolution is attached hereto as ***Attachment B*** and is made a part hereof.

Adjournment

With no further business to come before the committee, Dr. Foster adjourned the meeting at 12:20 p.m.

Respectfully submitted,

Pamela Fitchett
Executive Assistant to the
Vice President for Finance and Administration
and Chief Financial Officer

End of Board of Visitors Materials

