

**RADFORD UNIVERSITY**  
**BOARD OF VISITORS**

**May 4, 2012, 9 a.m.**  
**Board Room, Martin Hall**  
**Radford University**

**APPROVED**

**MINUTES**

**MEMBERS PRESENT**

Mr. Stephen A. Musselwhite, Rector  
Mr. Mark R. Pace, Vice Rector  
Ms. Nancy E. Artis  
Mr. Anthony R. Bedell  
The Honorable J. Brandon Bell  
Mr. Stephan Q. Cassaday  
Mr. Matthew B. Crisp  
Ms. Sandra C. Davis  
Mr. H. René Fonseca  
Mr. Thomas E. Fraim, Jr.  
Mr. Milton C. Johns  
Mr. Darius A. Johnson  
Mr. Ronald R. Wesley  
Ms. Linda K. Whitley-Taylor  
Ms. Megan A. Rhodes (non-voting advisory student representative)  
Dr. Richard A. Roth (non-voting advisory faculty representative)

**MEMBERS ABSENT**

Ms. Wendy S. Tepper

**OTHERS PRESENT**

President Penelope W. Kyle  
Mr. Richard S. Alvarez, Chief Financial Officer and Vice President for Finance and Administration  
Mr. Donald B. Appiarius, Associate Vice President for Student Affairs and Dean of Students  
Mr. Kenneth J. Bonk, Associate Vice President for Student Affairs and Director of Student Activities  
Mr. Ronald C. Forehand, Senior Assistant Attorney General, Commonwealth of Virginia  
Dr. Faye W. Gilbert, Dean of Business and Economics  
Dr. Dennis O. Grady, Dean of Graduate and Professional Studies  
Ms. Christy L. Jackson, Assistant Director of University Relations  
Mr. Danny M. Kemp, Chief Information Officer and Vice President for Information Technology  
Ms. Jo Ann Kiernan, Special Assistant to the President  
Ms. Margaret D. McManus, University Auditor  
Dr. Sam Minner, Provost and Vice President for Academic Affairs  
Ms. Robyn J. Porterfield, Assistant Vice President for University Advancement  
Ms. Lisa H. Ridpath, Associate Vice President for Finance and Administration  
Ms. Colleen T. Roberts, Radford University Chief of Police  
Dr. Joseph P. Scartelli, Dean of Visual and Performing Arts  
Dr. Mark R. Shanley, Vice President for Student Affairs  
Faculty, staff, students and guests

## **CALL TO ORDER**

Mr. Stephen A. Musselwhite, Rector of the Board, called the meeting to order at 9 a.m. on Friday, May 4, 2012, in the Martin Hall Board Room.

## **INTRODUCTION OF GUESTS**

Mr. Musselwhite asked President Kyle to introduce any guests. President Kyle asked Ms. Christy L. Jackson, Assistant Director of University Relations, to introduce any guests and she reported that Ms. Tonia Moxley, the higher education reporter for the Roanoke Times, was expected shortly.

## **APPROVAL OF MEETING AGENDA**

Mr. Milton C. Johns made the motion to approve the May 4, 2012 meeting agenda as published prior to the meeting. Ms. Nancy E. Artis seconded the motion, and the motion carried unanimously.

## **APPROVAL OF MINUTES**

Mr. Musselwhite asked for a motion to approve the minutes of the February 8, 2012 meeting of the Board of Visitors, as distributed. Mr. Thomas E. Fraim, Jr. made the motion, Mr. Johns seconded the motion and the motion carried unanimously.

Mr. Mark R. Pace joined the meeting at 9:12 a.m.

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

Dr. Richard A. Roth, non-voting faculty representative to the Board of Visitors and President of the Faculty Senate, reported on issues of concern and interest to the faculty. A copy of the report is attached hereto as *Attachment A*.

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

Ms. Megan A. Rhodes, non-voting student representative to the Board of Visitors reported to the Board on the various activities and special accomplishments of the students at Radford University. A copy of her report is attached hereto as *Attachment B*.

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

Mr. Milton C. Johns, Chair of the Academic Affairs Committee, reported that the committee met on May 3, 2012, and heard several informational updates and had one action item.

Mr. Johns then read the names of the faculty members recommended to receive tenure. Mr. Johns moved on behalf of the committee that the following recommendation to award faculty tenure be adopted:

### ***Approval of the Resolution to Award Faculty Tenure***

The motion and the resolution were approved unanimously. A copy of the Resolution is attached hereto as *Attachment C*.

Mr. Johns stated that Dr. Minner updated the committee on the following: two faculty members were awarded emeriti status this academic year; he gave recognition to Mr. James Pennix, Interim Vice Provost for Enrollment, Planning and Management and the Admissions staff for their hard work to meet enrollment targets and reported an overall increase in enrollment numbers.

Mr. Johns reported that Dr. Minner informed the committee that the Southern Association of Colleges and Schools (SACS) reaffirmation on-site team visited campus in March with a positive result, citing only a few issues. Dr. Minner and the Academic Affairs team were making progress in addressing them. He noted that grant submissions and requested dollars were up for the academic year and that an offer had been made for the position of Vice Provost for Enrollment Management. Mr. Johns shared that the interviews were completed in the search for the Dean of the Waldron College of Health and Human Services and that Dr. Minner expected to take the recommendation for the position to President Kyle shortly.

Ms. Artis left the meeting.

Mr. Johns stated that Dr. Minner reported he had focused his attention on International Education and the Honors Academy this year and he and the Deans would review the findings and make further decisions on these programs over the summer. He also related that Dr. Minner implemented a Leadership Internship program this year with Dr. Erin Webster Garrett chosen as the first intern and he planned to focus on assessment and retention next year. Dr. Minner also announced that Radford University was recognized by the State Council of Higher Education for Virginia (SCHEV) for its innovative GAMEs Lab.

Ms. Artis rejoined the meeting.

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

Mr. J. Brandon Bell, Chair of the Business Affairs and Marketing Committee, reported the committee met on May 3, 2012, and received three informational updates and had five action items for the Board. He reported Ms. Margaret D. McManus, University Auditor, presented an oral report on the University Discretionary Fund showing that one hundred percent of expenditures reviewed were found in compliance with Board guidelines and presented a follow-up audit status report for the committee.

He noted that Ms. Lisa H. Ridpath, Associate Vice President for Finance and Administration, updated the committee on the annual report for write-offs of uncollected accounts for each quarter of 2011, compared to total write-offs for 2009-2010. The report was compliant with the delegated authority to write-off up to \$25,000 per quarter.

Mr. Bell said that Mr. Richard S. Alvarez, Vice President for Finance and Administration, gave a summary of the legislation considered during the 2012 General Assembly Session, which included a summary of the proposed budget and a listing of bills and resolutions that might have an impact on institutions of higher education.

Mr. Bell reported the Business Affairs and Marketing Committee reviewed and discussed the adoption of a resolution approving the Radford University Crisis and Emergency Operations Plan dated April 15, 2012 and recommended that the Board adopt the following resolution:

#### ***Approval of the Resolution for the Radford University Crisis and Emergency Operations Plan***

The motion and the Resolution were approved unanimously. A copy of the Resolution is attached hereto as ***Attachment D***.

Mr. Bell recommended on behalf of the committee that the Board adopt the following resolution reaffirming that Radford University is qualified to be, and should be, governed by Level II Memoranda of Understanding:

***Approval of the Resolution of Commitment to Continue Level II Authority***

The motion and the Resolution were approved unanimously. A copy of the Resolution is attached hereto as ***Attachment E***.

Ms. Davis left the meeting.

Mr. Bell recommended on behalf of the committee that the Board of Visitors adopt the following resolution declaring the intentions to issue 9(d) bonds in 2012 for the construction of the Student Fitness and Wellness Center:

***Approval of the Resolution Declaring the Intentions to Issue 9(d) Bonds in 2012 for the Construction of the Student Fitness and Wellness Center***

The motion and the Resolution were approved unanimously. A copy of the Resolution is attached hereto as ***Attachment F***.

Ms. Davis returned to the meeting.

Mr. Bell recommended on behalf of the committee that the Board approve the following resolution declaring the intentions to issue 9(c) bonds in 2012 for the renovation of Washington Hall:

***Approval of the Resolution Declaring the Intentions to Issue 9(c) Bonds in 2012 for the Renovation of Washington Hall***

The motion and the Resolution were approved unanimously. A copy of the Resolution is attached hereto as ***Attachment G***.

Mr. Bell recommended on behalf of the Business Affairs and Marketing Committee that the Board of Visitors approve a resolution for the 2012-2013 tuition and fees of 3.2 percent for the in-state undergraduates and 3.5 percent for out-of-state undergraduates. Following discussions, Mr. H. René Fonseca made a motion to amend the motion by increasing in-state undergraduate tuition and fees by 2.7 percent. The motion was seconded by Mr. Anthony R. Bedell. The motion to amend the original motion failed on the following roll-call vote:

<b>VOTE:</b>	no – Ms. Nancy E. Artis	no – Mr. Thomas E. Fraim, Jr.
	yes – Mr. Anthony R. Bedell	no – Mr. Milton C. Johns
	no – Mr. J. Brandon Bell	yes – Mr. Darius A. Johnson
	yes – Mr. Stephan Q. Cassaday	no – Mr. Stephen A. Musselwhite
	yes – Mr. Matthew B. Crisp	no – Mr. Mark R. Pace
	yes – Ms. Sandra C. Davis	no – Mr. Ronald R. Wesley
	yes – Mr. H. René Fonseca	no – Ms. Linda K. Whitley-Taylor

Mr. Bell then reintroduced the recommendation made by the committee to the Board to increase 2012-2013 tuition and fees by 3.2 percent for the in-state undergraduates and 3.5 percent for out-of-state undergraduates.

***Approval of the Resolution setting the 2012-2013 Tuition and Fees***

The motion and Resolution were approved on the following roll-call vote. A copy of the Resolution is attached hereto as ***Attachment H***.

<b>VOTE:</b>	yes – Ms. Nancy E. Artis	yes – Mr. Thomas E. Fraim, Jr.
	no – Mr. Anthony R. Bedell	yes – Mr. Milton C. Johns
	yes – Mr. J. Brandon Bell	no – Mr. Darius A. Johnson
	no – Mr. Stephan Q. Cassaday	yes – Mr. Stephen A. Musselwhite

no – Mr. Matthew B. Crisp  
no – Ms. Sandra C. Davis  
no – Mr. H. René Fonseca

yes – Mr. Mark R. Pace  
yes – Mr. Ronald R. Wesley  
yes – Ms. Linda K. Whitley-Taylor

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

Ms. Linda Whitley-Taylor, Chair of the Governance and Administration Committee, reported the committee met on May 3, 2012, had one action and heard two informational updates. She stated Mr. Danny M. Kemp, Vice President for Information Technology, gave an update on the revised Level II Technology standard and on other new Information Technology initiatives available to RU students. Mr. Kemp also provided an update to the committee on the new RU electronic Board books from Diligent BoardBooks. Ms. Whitley-Taylor reported that the new Diligent BoardBooks were expected to be ready for use at the September Board of Visitors meeting, with Board materials being provided on iPads instead of on paper.

She stated the committee received a report from Mr. Robert G. Lineburg, Director of Athletics. The report included information on the following successes: two more Big South tournament championships; Women's Soccer and Men's Tennis; 2 Big South regular season championships; Women's Soccer and Men's Tennis; 32 All Conference Selections; 9 All Conference State Performers; 4 Players of the Year; 2 Big South Individual Titles; 3 Coaches of the Year and academic accomplishments for several student scholar-athletes.

Ms. Whitley-Taylor reported that Mr. Lineburg also updated the committee on the recent actions taken by the athletics department in response to recent NCAA investigation.

Ms. Whitley-Taylor recommended on behalf of the committee that the Board adopt the following resolution:

#### ***Approval of the Resolution for the Annual Deferred Compensation Contribution for 2011-2012 for President Penelope Ward Kyle***

The motion and the Resolution were approved unanimously. A copy of the Resolution is attached hereto as ***Attachment I***.

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

Mr. Darius A. Johnson, Chair of the Student Affairs Committee, reported the committee met on May 3, 2012, had no action items and received updates from Dr. Mark R. Shanley, Vice President for Student Affairs, Mr. Donald B. Appiarius, Associate Vice President for Student Affairs and Dean of Students and Mr. Kenneth J. Bonk, Associate Vice President for Student Affairs and Director of Student Activities. The informational items included a new leadership initiative in collaboration with Academic Affairs; the groundbreaking and operations planning for the Student Fitness and Wellness Center; the filling of ten professional and three administrative staff positions over the past year; strong housing applications for the fall; steady decreases in high risk alcohol use; the continued improvement of the Student Government Association (SGA) under the leadership of Ms. Emily Redd; and extensive continued on-campus Threat Assessment Training.

Mr. Johnson shared that Ms. Redd, President of the SGA, reported on the many events and activities the SGA had held and participated in since the last meeting, as well as significant revisions made to the

SGA Constitution to improve the efficiency of the organization with plans for submission to the Student Affairs Committee in August for approval.

### **REPORT FROM THE UNIVERSITY ADVANCEMENT AND ALUMNI RELATIONS COMMITTEE**

Ms. Nancy E. Artis, Chair of the University Advancement and Alumni Relations Committee, reported the committee met on May 3, 2012, and had no action items. She added that Ms. Robyn J. Porterfield, Assistant Vice President for University Advancement for Corporations and Foundations, had updated the committee on the progress in fundraising since the last meeting and noted the following informational items: as of March 31, 2012, \$3,861,316 had been raised toward the \$6 million fiscal year goal; the telefund group had exceeded their established goal of \$300,000; and there had been an increase in donors attending fund-raising events hosted by Board members.

Ms. Artis stated that Dr. Deborah J. Robinson had been hired as the new Vice President for University Advancement in March and that Dr. Robinson would update the committee on planning initiatives for the next fiscal year at the September Board meeting along with the final report for fiscal year 2012. Ms. Artis closed by stressing the importance of attaining 100 percent Board giving for the fiscal year.

Ms. Whitley-Taylor left the meeting at 10:37 a.m. and returned at 10:40 a.m.

### **PROPOSAL REGARDING THE RADFORD UNIVERSITY GUNS/WEAPONS REGULATION**

The Board of Visitors had a discussion on issues related to guns/weapons on-campus led by Mr. Ronald C. Forehand, Senior Assistant Attorney General. Following the discussion, Mr. Stephan A. Cassaday made a motion that the board delegate responsibility for the development of a regulation on the matter to the Governance and Administration Committee, for presentation at the September Board of Visitors meeting. Mr. Matthew B. Crisp seconded and the motion passed unanimously.

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

Mr. Matthew B. Crisp, Liaison to the RU Foundation Board, reported that the Foundation Board met on March 16, 2012, and again on May 2, 2012. He noted the Board received a very positive presentation from the Spider Management Group at the March meeting on the forecasts and strategies for the RU Foundation investment portfolio and that the Foundation Board had also adopted a new operating budget. Mr. Crisp stated that both the Athletic and Real Estate Foundation Boards had elected new officers and that these organizations were active and doing positive work. He related that Ms. Georgia Anne Snyder-Falkinham had stepped down as President of the RU Foundation Board and praised her work and dedication to the Foundation over the years. Mr. Crisp added Mr. Novel Martin would now head the RU Foundation Board.

### **ANNUAL NOTIFICATION TO THE BOARD OF VISITORS REGARDING INDEBTEDNESS OF STATE AGENCIES**

Ms. Lisa H. Ridpath, Associate Vice President for Finance and Administration, briefed and provided copies of the Annual Notification Regarding Indebtedness of State Agencies for each Board member.

## **PRESIDENT'S REPORT**

President Penelope W. Kyle reported to the Board on events and activities that have occurred at Radford University since the February Board meeting. A copy of the report is attached hereto as ***Attachment J***.

## **CLOSED SESSION**

Mr. Pace moved that the Board convene in a closed meeting, pursuant to § 2.2-3711 A (1) and § 2.2-3711 A (3) of the Freedom of Information Act, for the purpose of discussion of personnel matters, more specifically relating to the performance evaluation, compensation and/or appointment of specific university employees and for the consideration of candidates for the advisory non-voting student representative to the Board and for the discussion or consideration of real estate matters. Ms. Artis seconded the motion. The motion passed unanimously.

## **RECONVENED SESSION**

Following the closed session, the public was invited to return to the meeting. Rector Musselwhite called the meeting to order and asked Mr. Pace to make the motion to return to open session.

### **Certification of Executive Meeting**

WHEREAS, the Radford University's Board of Visitors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such executive closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Radford University Board of Visitors hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under Virginia law and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Radford University Board of Visitors.

<b>VOTE:</b>	yes – Ms. Nancy E. Artis	yes – Mr. Thomas E. Fraim, Jr.
	yes – Mr. Anthony R. Bedell	yes – Mr. Milton C. Johns
	yes – Mr. J. Brandon Bell	yes – Mr. Darius A. Johnson
	yes – Mr. Stephan Q. Cassaday	yes – Mr. Mr. Stephen A. Musselwhite
	yes – Mr. Matthew B. Crisp	yes – Mr. Mark R. Pace
	yes – Ms. Sandra C. Davis	yes – Mr. Ronald R. Wesley
	yes – Mr. H. René Fonseca	yes – Ms. Linda K. Whitley-Taylor

## **ELECTION OF NON-VOTING ADVISORY STUDENT REPRESENTATIVE TO THE RADFORD UNIVERSITY BOARD OF VISIORS FOR 2012-2013**

Mr. Cassaday made a motion to elect Ms. Emily Redd, President of the Student Government Association, as the non-voting advisory student representative to the Board for the 2012-2013 term following discussions in the Closed Session. Mr. Crisp seconded the motion and the motion was approved unanimously.

## **ELECTION OF THE RECTOR AND VICE RECTOR OF THE RADFORD UNIVERSITY BOARD OF VISITORS FOR 2012-2013**

Ms. Artis made a motion to suspend the Bylaws to enable the early election of officers. Mr. Bell seconded the motion and the motion passed unanimously. A copy of the Resolution is attached hereto as *Attachment K*.

Rector Musselwhite recognized Mr. Ronald R. Wesley. Mr. Wesley reported the Governance and Administration Committee met and on behalf of the committee, recommended the following Slate of Officers to the Board for approval:

Ms. Linda K. Whitley-Taylor, Rector  
Mr. Milton C. Johns, Vice Rector

Mr. Fraim seconded the motion and the motion passed unanimously.

## **DELEGATION OF AUTHORITY**

Ms. Whitley-Taylor made a motion on behalf of the Governance and Administration Committee that the committee be delegated the discretion and authority to take any personnel actions that it deemed appropriate, between now and the next meeting of the Board. Mr. Wesley seconded the motion and the motion passed unanimously.

## **ANNOUNCEMENTS**

Rector Musselwhite announced that the next meeting of the Board of Visitors would be on September 13-14, 2012, in Radford.

## **ADJOURNMENT**

With no further business to come before the Board, the Rector adjourned the meeting at 12: 56 p.m.

Respectfully Submitted  
Kimberly Chiapetto, Secretary  
Radford University Board of Visitors