

# Board of Visitors

Quarterly Meeting

April 29, 2022

**RADFORD UNIVERSITY**

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Board of Visitors

# RADFORD UNIVERSITY

Board of Visitors

## QUARTERLY MEETING

9 A.M. \*\*

APRIL 29, 2022

KYLE HALL, ROOM 340, RADFORD, VA

### **DRAFT** **AGENDA**

- **CALL TO ORDER AND OPENING COMMENTS** Mr. Robert A. Archer, *Rector*
- **APPROVAL OF AGENDA** Mr. Robert A. Archer, *Rector*
- **APPROVAL OF MINUTES** Mr. Robert A. Archer, *Rector*
  - February 11, 2022
- **SPECIAL RECOGNITION** Mr. Robert A. Archer, *Rector*
- **PRESIDENT'S REPORT** Dr. Carolyn R. Lepre, *Interim President*
- **ACADEMIC EXCELLENCE AND RESEARCH COMMITTEE** Ms. Georgia Anne Snyder-Falkinham, *Vice Chair*
  - Report to the Board of Visitors
  - Approval of Teaching and Research Faculty Tenure for 2022-23
  - Approval of Changes to the Teaching and Research Faculty Handbook, Section 2.8, Class Administration
  - Approval of Changes to the Teaching and Research Faculty Handbook, Section 4.2.3.5, Department Curriculum Committee
  - Approval of Changes to the Teaching and Research Faculty Handbook, Section 1.12.2.6, Parental Leave
  - Approval of Changes to the Teaching and Research Faculty Handbook, Section 1.2.3, Emeritus Faculty

- Approval of Proposal to Discontinue the Post-Baccalaureate Certificate in Bioethics
- Approval of Proposal to Discontinue the Surgical Technology A.A.S. Program
- Approval to Change the Name of the College of Graduate Studies and Research to the College of Graduate Studies
- **ADVANCEMENT, UNIVERSITY RELATIONS AND ENROLLMENT MANAGEMENT COMMITTEE** Ms. Lisa Throckmorton, *Chair*
  - Report to the Board of Visitors
- **BUSINESS AFFAIRS AND AUDIT COMMITTEE** Dr. Debra K. McMahon, *Chair*
  - Report to the Board of Visitors
  - Approval of Administrative and Professional Faculty Handbook Revision, 1.11.14 Parental Leave
  - Approval of 401(a) Supplemental Retirement Plan
  - Approval of New River Valley Passenger Rail Station Authority Agreement
  - Approval to Continue Level II Delegated Administrative Authority
- **GOVERNANCE, ADMINISTRATION AND ATHLETICS COMMITTEE** Mr. David A. Smith, *Chair*
  - Report to the Board of Visitors
- **STUDENT SUCCESS COMMITTEE** Ms. Krisha Chachra, *Chair*
  - Report to the Board of Visitors
- **REPORT TO THE BOARD OF VISITORS FROM THE STUDENT REPRESENTATIVE TO THE BOARD** Ms. Grace Hurst, *Student Representative to the Board of Visitors*
- **REPORT ON THE RADFORD UNIVERSITY FOUNDATION** Dr. Rachel D. Fowlkes, *BOV Liaison to RU Foundation*
- **CLOSED SESSION** Mr. Robert A. Archer, *Rector*
  - Virginia Freedom of Information Act §2.2-3711 (A) (1), (2) and (8)
- **ACTION ITEMS** Mr. Robert A. Archer, *Rector*
  - Election of Non-Voting Advisory Student Representative to the Board of Visitors for 2022-2023

- Real-Time Electronic Access to Board of Visitors Meetings
- Election of Rector for 2022-2023
- Election of Vice Rector for 2022-2023

Mr. Robert A. Archer, *Rector*

Mr. David A. Smith, *Chair  
Governance, Administration and  
Athletics Committee*

Mr. David A. Smith, *Chair  
Governance, Administration and  
Athletics Committee*

- **OTHER BUSINESS**

- Approval of Resolutions

Mr. Robert A. Archer, *Rector*

- **ANNOUNCEMENTS**

- **Meeting Dates**  
July 24-26, 2022 Retreat  
September 8-9, 2022  
December 1-2, 2022

Mr. Robert A. Archer, *Rector*

- **ADJOURNMENT**

Mr. Robert A. Archer, *Rector*

**BOARD MEMBERS**

Mr. Robert A. Archer, Rector  
 Dr. Jay A. Brown, Vice Rector  
 Dr. Thomas Brewster  
 Ms. Krisha Chachra  
 Ms. Charlene A. Curtis  
 Dr. Rachel D. Fowlkes  
 Dr. Susan Whealler Johnston  
 Mr. Mark S. Lawrence  
 Dr. Debra K. McMahon  
 Ms. Lisa W. Pompa  
 Ms. Nancy Angland Rice  
 Mr. David A. Smith  
 Mr. Marquett Smith  
 Ms. Georgia Anne Snyder-Falkinham  
 Ms. Lisa Throckmorton

# April 2022 Meeting Materials

**RADFORD UNIVERSITY**

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Board of Visitors

**RADFORD UNIVERSITY BOARD OF VISITORS  
April 29, 2022**

**RESOLUTION OF TENURE RECOMMENDATIONS**

**WHEREAS**, the tenure-track faculty are appointed initially on one-year contracts and throughout the probationary period, which is normally six years, they are subject to reappointment annually upon recommendation by the Department Personnel Committee, the Department Chair, the College Dean, the Provost, and the President; and

**WHEREAS**, no later than the beginning of the fall semester of the sixth year of full-time appointment, tenure-track faculty are notified by their Department Chairs of their eligibility for consideration for award of tenure and candidates for tenure must submit to their Department Personnel Committees pertinent information regarding their qualification for tenure, including a statement justifying the granting of tenure, all past performance evaluations, including a summary of student evaluations and any peer evaluations, a current curriculum vita, and any other relevant documentation; and

**WHEREAS**, criteria for the award of tenure include: the continuing need for the individual's expertise; the individual's teaching effectiveness; effectiveness as an advisor; professional development; participation in University co-curricular activities; committee work; cooperation with colleagues; and contributions towards the objectives of the department, college, and University; and

**WHEREAS**, upon consideration of the candidate's achievement of the above criteria, the Department Personnel Committee submits its recommendation to the Department Chair, who in turn submits his or her recommendation to the College Dean. The Dean submits his or her recommendation to the Provost, and the Provost submits their recommendation in each case to the President. At each stage, the recommendation is added to the previous recommendations, and all are transmitted to the next level. Copies of each recommendation, together with justification, are sent to the faculty member, who has the right to appeal negative recommendations to the Faculty Grievance Committee; and

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

**ARTIS COLLEGE OF SCIENCE AND TECHNOLOGY**

<u>Name</u>	<u>Department</u>
Miodrag Lovric	Department of Mathematics and Statistics
Caleb Bradberry	School of Computing and Information Sciences

**COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT**

<u>Name</u>	<u>Department</u>
Carrie Brill Sanders	Department of Counselor Education
Anita Zatori	Department of Recreation, Parks and Tourism
Karen Hutcherson Douglas	School of Teacher Education and Leadership

**COLLEGE OF HUMANITIES AND BEHAVIORAL SCIENCES**

<u>Name</u>	<u>Department</u>
Roberto G. Santos	Department of Criminal Justice
Kyshawn Smith	Department of Criminal Justice
Paige Nicole Horst	Department of English
Nicole Elizabeth Iannone	Department of Psychology
Michael John Meindl	School of Communication

**COLLEGE OF VISUAL AND PERFORMING ARTS**

<u>Name</u>	<u>Department</u>
Ji-Eun Lee	Department of Dance
Meredith Yvonne Bowen	Department of Music
William Dayl Burnett	Department of Music
Molly E. Hood	Department of Theatre

**DAVIS COLLEGE OF BUSINESS AND ECONOMICS**

<u>Name</u>	<u>Department</u>
Eftila Tanellari	Department of Economics

**THEREFORE, BE IT RESOLVED**, the Board of Visitors approves the faculty Tenure recommendations listed above to become effective the beginning of the 2022-2023 academic year.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**April 29, 2022**

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

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, **Section 2.8: Class Administration** of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows (additions are in **red**):

---

[Motion to Revise the Class Administration Language in the Teaching and Research Faculty Handbook](#)

**Referred by:** Curriculum Committee



## **MOTION:**

The Faculty Senate recommends the addition of language (**red type**) and the deletion of language (stricken through) in the second paragraph of section 2.8 Class Administration of the Teaching and Reserach Faculty Handbook (2.8) to read:

Faculty members will inform students, **in writing and in other media if appropriate to the course format**, ~~orally and in writing~~, of their course requirements, attendance, and grading policies during the first week of the semester. ~~Faculty members are responsible for providing some form of feedback regarding grades and/or academic performance prior to each semester's withdrawal date. Athletes, students on probation, readmitted, and/or new students, meaning freshmen and transfer student, must be awarded midterm grades as directed by the Registrar. For other students, such feedback might take the form of a midterm grade, a written or oral progress report, or whatever means the faculty member deems most appropriate.~~ **Faculty members are responsible for submitting mid-semester grades for all students in all undergraduate courses as directed by the registrar.** Students must be provided the opportunity to examine and discuss with their ~~instructor professor~~ **all written** examinations, ~~and other materials, and criteria~~ used in the grading process.

## **RATIONALE:**

The above Handbook language was approved by the Board of Visitors on 2 February 2016 but is not reflected in our current Handbook. On 27 April 2020, the Student Government Association (SGA) approved a motion in support of posting mid-semester grades for undergraduate students. In response, in Motion 20-21.164, Faculty Senate supported this SGA motion and tasked the options, having taken into consideration reservations about the idea expressed by faculty members, and having received feedback from professional advisers, the Curriculum Committee believes that the best option is to require posting mid-semester grades for all students in all undergraduate courses.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**April 29, 2022**

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

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, **Section 4.2.3.5: Department Curriculum Committee** of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows (additions are in **red**):

---

[Motion to Revise the Department Curriculum Committee Language in the Teaching and Research Faculty Handbook](#)

**Referred by:** Curriculum Committee

**MOTION:**

The Faculty Senate recommends the addition of language (red type) in the first paragraph of section 4.2.3.5 Department Curriculum Committee of the Teaching and Research Faculty Handbook (4.2.3.5) to read:

This body reviews and makes recommendations to the department on course and curriculum proposals and revisions in the major and minor academic programs in the department. This body also reviews reports on assessments of student learning, considers the curricular implications of such reports, and shares recommendations for curricular improvements with all the teaching faculty in the department or school. Departments and schools that have formal assessment committees or functionally equivalent committees can assign this role to those committees instead.

**RATIONALE:**

SACSCOC requires policy and ongoing documentation of how faculty regularly review, analyze, and act upon programmatic assessment data and results as necessary. In response to this requirement, this motion would increase the likelihood that action is taken based on assessment results by adding it as a formal responsibility in the faculty handbook.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**April 29, 2022**

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

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, **Section 1.12.2.6: Parental Leave** to be added to the *Teaching and Research Faculty Handbook* under the section 1.12.2 Personal Leave. Said section as follows (in **red**):

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[Motion to Add the Parental Leave Language to the Teaching and Research Faculty Handbook](#)

**Referred by:** Faculty Issues Committee

## **MOTION:**

The Faculty Senate recommends the addition of section **1.12.2.6 (red type)** to the Teaching and Research Faculty Handbook to read:

Teaching and Research Faculty members may be eligible for up to eight (8) weeks (320 hours) of paid Parental Leave to be used within six (6) months of the birth/placement of a child for any one or more of the following reasons:

- To give birth to, care for, and bond with a newborn child.
- To care for and bond with a minor child placed with the employee through adoption or foster care or a legal custodial arrangement.
- To supplement reduced income replacement disability benefits following the birth of an infant.

To meet eligibility criteria for Parental Leave, Teaching and Research Faculty members must be eligible for Family and Medical Leave for the same birth/placement. If Parental Leave at Radford University is available to both parents and both meet eligibility criteria, each is entitled to up to 320 hours of Parental Leave. Eligibility determinations are made as of the date that the child is born or placed via adoption or foster or custodial care. A Teaching and Research Faculty member who is not eligible for Parental Leave on the date of the birth or placement may become eligible during the following six (6) months and access Parental Leave once the Teaching and Research Faculty member meets eligibility requirements.

Parental Leave shall be in addition to other leave benefits available to Teaching and Research Faculty members, including Sick Leave, Annual Leave, and Family Medical Leave and shall not be counted against leave under such programs. Parental Leave shall run concurrently with any leave provided to an eligible Teaching and Research Faculty member under the Family and Medical Leave Act. Parental Leave may run concurrently or sequentially with leave provided under the Virginia Sickness and Disability Program if a Teaching and Research Faculty member is eligible for such leave.

Parental Leave may be taken in one continuous period of time or intermittently subject to supervisor approval. The 320 hours of Parental Leave may be used only once per child and only once within a twelve (12) month period.

Teaching and Research Faculty members should submit a written request for Parental Leave at least thirty (30) calendar days prior to the anticipated leave begin date or as soon as practicable to the Department of Human Resources and the immediate supervisor. Teaching and Research Faculty members must comply with Radford University leave request procedures, absent unusual circumstances. Failure to do so may be grounds for delaying or denying a Teaching and Research Faculty member's approval for Parental Leave.

The Department of Human Resources may require a Teaching and Research Faculty member to show documentation of the birth or placement in order to approve Parental Leave. Official documents for consideration include, but not limited to: a report of birth, a birth certificate, an order of parentage, an adoption order, certified DNA test results, a custody order, and a foster care placement agreement. Documents provided should show date of birth and date of placement, if placement was other than the date of birth.

Parental Leave provided to Teaching and Research Faculty members terminates upon separation from employment with Radford University, if a Teaching and Research Faculty member transfers to a non-covered position, or at the conclusion of the foster or custodial care placement or within six (6) months of the birth/placement, whichever comes first. Upon termination, unused Parental Leave is not compensable to a Teaching and Research Faculty member.

Teaching and Research Faculty members should consult with the Department of Human Resources in advance of requesting Parental Leave for additional information regarding applicability and usage.

### **RATIONALE:**

The Teaching and Research Faculty Handbook requires updating to incorporate Parental Leave language for Teaching and Research Faculty consistent with the Virginia Code § 2.2-1210 and Virginia Department of Human Resource Management Policy 4.21. Parental Leave establishes paid parental leave, to eligible employees, that recognizes the benefits to employees and their families of meaningful bonding time upon the birth or placement of a child. The paid Parental Leave Policy is in addition to other leave benefits available to Commonwealth employees, such as Virginia Sickness and Disability Program leave (VSDP), sick leave, annual leave, and leave under the federal Family Medical Leave Act (29 U.S.C. § 2601-2654).

The Parental Leave revision to the Teaching and Research Faculty Handbook is now being submitted to the Board of Visitors for consideration and final approval. Faculty Senate has recommended the revision, legal counsel has reviewed the revision, and the President's Cabinet has approved the revision.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**April 29, 2022**

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

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

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

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors of Radford University hereby approves in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, **Section 1.2.3: Emeritus Faculty** of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows (additions are in **red**):

---

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

**Referred by:** Faculty Issues Committee

## **MOTION:**

The Faculty Senate recommends the addition of language (red type) and the deletion of language (stricken through) in section 1.2.3 Emeritus Faculty of the Teaching and Research Faculty Handbook (1.2.3) to read:

Based on recommendations from the Department Personnel Committee, the Department Chair, the College/School Dean, and the Provost, the President may make recommendations to the Board of Visitors regarding the award of Emeritus status to retiring tenured and Special Purpose faculty who meet the following criteria: a minimum of ten years of service to Radford University, including documented years of service to Jefferson College of Health Sciences evidence of effective teaching; and significant professional contributions and annual faculty evaluations predominantly ranked as “exceeds expectations.” The following privileges and responsibilities, available to regular faculty, shall also be granted with attached to Emeritus status: include the use of the library, use of those faculty athletic facilities available to regular faculty, use of a university computer account, a Radford University identification card and special event discounts available with it, the ability to purchase meal plans, and attendance at University functions that are open to all regular faculty.

## **RATIONALE:**

This motion expands recommending awarding Emeritus status to all full-time faculty (tenured and special purpose). As “evidence of effective teaching and significant professional contributions” are part of the annual faculty evaluation for tenured faculty, streamlining this language would make the criteria the same for both tenured and special purpose faculty. One privilege is added, the ability to purchase meal plans.



**RADFORD UNIVERSITY BOARD OF VISITORS**

**April 29, 2022**

**RESOLUTION FOR DISCONTINUANCE OF THE  
POST-BACCALAUREATE CERTIFICATE IN BIOETHICS**

**WHEREAS**, the Artis College of Science and Technology (ACSAT) at Radford University proposes to discontinue the Post-Baccalaureate Certificate in Bioethics; and

**WHEREAS**, the purpose of the certificate was to provide students with the ethical competency needed for ensuring patient safety, building community trust, and supporting best practices in the expanding fields of healthcare, medicine and biomedical research; and

**WHEREAS**, the Post-Baccalaureate Certificate in Bioethics was initiated in 2014;

**HOWEVER**, the availability of this certificate and the curriculum did not attract many students since 2014, only four students have enrolled for the certificate and no students have completed the certificate;

**NOW, THEREFORE, BE IT RESOLVED**, a decision has been made to discontinue the certificate and remove it from the Radford University degree inventory; and it is further

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

### ***Proposed Intent to Discontinue***

Radford University is proposing the discontinuance of the Post-Baccalaureate Certificate in Bioethics (CIP code: 51.3201). The certificate is located in the Artis College of Science and Technology.

### ***Background***

The Post-Baccalaureate Certificate in Bioethics was initiated in 2014. The availability of this certificate and the curriculum however did not attract many students. A total of four students enrolled in the program since it was initiated. In spring 2020, faculty members along with the College's administration discussed options. It was determined that the certificate program be discontinued.

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

The purpose of the Post-Baccalaureate Certificate in Bioethics was to provide students with the ethical competency needed for ensuring patient safety, building community trust, and supporting best practices in the expanding fields of healthcare, medicine and biomedical research. One student enrolled spring 2015, one fall 2016 and two spring 2017. No student completed the program. This indicates that the certificate is no longer desirable for students at Radford University.

### ***Critical Shortage***

The program is not in a critical shortage area.

### ***Teach-out Plan***

No students are enrolled in the Bioethics certificate program. A teach-out plan is not needed.

### ***“Stopped Out” Students***

Institutional records indicate that four students have “stopped out” of the certificate program. No plan is needed to notify students.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**April 29, 2022**

**RESOLUTION FOR DISCONTINUANCE OF THE  
SURGICAL TECHNOLOGY A.A.S. PROGRAM**

**WHEREAS**, the Waldron College of Health and Human Services (WCHHS) at Radford University / Radford University Carilion proposes to discontinue the Surgical Technology, A.A.S program; and

**WHEREAS**, the purpose of the program was to develop surgical technologists for the workforce; and

**WHEREAS**, the Surgical Technology Program (SURT) is a degreed program that transitioned with other programs from Jefferson College of Health Sciences (JCHS) on July 1, 2019 to Radford University Carilion;

**HOWEVER**, Radford University does not hold the responsibility or regional accreditation for A.S. or A.A.S. education. Provisional accreditation was given by SACSCOC to allow time for this program to transition to a local community college;

**NOW, THEREFORE, BE IT RESOLVED**, with the transition concluding Summer 2022, a decision has been made to discontinue the program and remove it from the Radford University degree inventory; and it is further

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

### ***Proposed Intent to Discontinue***

Radford University / Radford University Carilion requests to discontinue the Associate of Applied Science in Surgical Technology (CIP Code – 51.0909). The degree program is located in Waldron College of Health and Human Services and located at Radford University Carilion, 101 Elm Ave, Roanoke VA, 24018.

### ***Background***

The Surgical Technology Program (SURT) is a degreed program that transitioned with other programs from Jefferson College of Health Sciences (JCHS) on July 1, 2019 to Radford University Carilion. The program was approved by SCHEV at that time. The purpose of the program is to develop surgical technologists for the workforce.

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

Prior to and after the conversion of JCHS to Radford University, a transition plan to move the remaining A.A.S. degrees to Virginia Western Community College (VWCC) was formed and then initiated. Multiple meetings related to the transition of the SURT program to VWCC have occurred and will continue. This program is discontinuing from being offered at Radford University and is being established with a slightly different curricular model (based on the other VCCS schools) at VWCC in July 2022. VWCC will “teach out” the current curricular model for current enrolled students and then implement their new curriculum for incoming students in the Fall 2022. VWCC has contacted SCHEV for approval and has submitted all necessary curricular paperwork.

Radford University does not hold the responsibility or regional accreditation for A.S. or A.A.S. education. Provisional accreditation was given by SACSCOC to allow time for this program to transition to a local community college. This transition is occurring during that provisional accreditation period. The program transitioning will not decrease number of graduating technologists.

### ***Critical Shortage***

The program is not in a teaching critical shortage area, and the program will transition to VWCC and continue producing graduates.

### ***Teach-out Plan***

Students are currently enrolled within the program within two respected cohorts (“first year” and “second year”). The current second year students will graduate from Radford University in May 2022. The first-year students will continue at VWCC under the same current Radford University curriculum until graduation in May 2023. VWCC has contingency plans to address any of these student(s) that fall out of the current curriculum between now and May 2023. Faculty are aware of the closure and have all been hired at VWCC which will ensure consistency of education. The faculty positions remained intact with the individuals staying within their respective roles.

### ***“Stopped Out” Students***

There are no students currently “stopped out.” All students have been notified of the transition to VWCC. The current second year students will graduate from Radford University in May 2022. If a second-year student “stops-out” they may repeat coursework at VWCC next year. The first-year students will continue at VWCC under the same current Radford University curriculum until graduation in May 2023. VWCC has contingency plans to address any of these student(s) that fall out of the current curriculum between now and May 2023.

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**April 29, 2022**

**RESOLUTION TO CHANGE THE NAME OF THE COLLEGE OF GRADUATE  
STUDIES AND RESEARCH TO THE COLLEGE OF GRADUATE STUDIES**

**WHEREAS**, with the recent reorganization of Academic Affairs in early January 2022, oversight of the Research Compliance Office and the Office of Sponsored Programs and Grants Management have been reassigned from College of Graduate Studies and Research to the Associate Provost for Research, Faculty Success and Strategic Initiatives; and

**WHEREAS**, renaming the College as the College of Graduate Studies parallels Radford University's recent elevation in Carnegie Classification status from a Master's College and University to a Doctoral/Professional University (D/PU) in which professional degrees are specified in the classification title; and

**WHEREAS**, the College's primary mission at this time is focused on graduate recruitment, admissions and academically related functions for administration of graduate programs; and

**WHEREAS**, renaming the College would more accurately reflect the current mission of the College and eliminate confusion regarding where the offices reside organizationally within the university;

**NOW, THEREFORE, BE IT RESOLVED**, to change the name of the College of Graduate Studies and Research to the College of Graduate Studies;

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

**RADFORD UNIVERSITY BOARD OF VISITORS**

**Resolution  
April 29, 2022**

**Approval of the Radford University AP Faculty Handbook Revision**

**BE IT RESOLVED**, the Radford University Board of Visitors approves the Administrative and Professional (AP) Faculty Handbook revision regarding Parental Leave as presented within the proposed action item.

**RADFORD UNIVERSITY BOARD OF VISITORS**

**Resolution  
April 29, 2022**

**Approval of the Radford University Supplemental Defined Benefit Plan for Faculty**

Approval of the Radford University Supplemental Defined Benefit Plan for Faculty;

**WHEREAS**, retirement incentives are recognized as a pivotal component to an overall strategy for achieving operational and organizational efficiencies; and

**WHEREAS**, the *Code of Virginia § 23.1-1302* states that the governing board of each public institution of higher education may establish a compensation plan designed to provide incentives for voluntary early retirement of teaching and research staff employed in non-classified, faculty positions; and

**WHEREAS**, the Radford University Faculty Early Retirement Program ("FERP") has been established in compliance with the Code of Virginia to provide reasonable incentives to retire that consider the needs of those individuals who may be interested in voluntarily retiring as well as the needs of the University; and

**WHEREAS**, the Radford University Supplemental Defined Benefit Plan for Faculty is a defined benefit plan qualified under Section 401(a) of the Internal Revenue Code to which the FERP's incentive payments will be paid so that participants in the FERP can receive the payments in a tax-advantaged manner.

**NOW THEREFORE, BE IT RESOLVED** that the Radford University Board of Visitors does hereby approve and establish the Radford University Supplemental Defined Benefit Plan for Faculty under Section 401(a) of the Internal Revenue Code, effective January 1, 2022, to provide incentive payments for eligible employees who participate in the Radford University Faculty Early Retirement Program.

**RADFORD UNIVERSITY BOARD OF VISITORS**

**Resolution  
April 29, 2022**

**Approval of the New River Valley Passenger Rail Station Authority and Agreement**

**BE IT RESOLVED**, the Radford University Board of Visitor approves the University's participation in and the execution of the New River Valley Passenger Rail Station Authority agreement, as well as, the designation of the University President to appoint representatives of the University to the Board of Directors of the NRV-PRSA as presented.



**RADFORD UNIVERSITY BOARD OF VISITORS**

**Resolution  
April 29, 2022**

**Approval for Radford University to Continue Level II Authority**

**WHEREAS**, the 2005 Session of the General Assembly enacted Chapters 933 and 945, Acts of Assembly, known as the Restructured Higher Education Financial and Administrative Operations Act (the “Act”), originally codified at Chapter 4.10 of Title 23, Sections 23-38.88 *et seq.*, and now codified at Chapter 10 of Title 23.1, Sections 23.1-1001 *et seq.*, of the Code of Virginia (1950), as amended; and

**WHEREAS**, the 2008 Session for the General Assembly enacted Chapters 824 and 829, Acts of the Assembly to amend and reenact § 23-38.90 of the Code of Virginia relating to operational authority for public institutions of higher education in information technology, procurement, and capital projects excluding leases of real property, and which allows the University to enter into memoranda of understanding for additional operating authority in two, but no more than two, of these three areas; and

**WHEREAS**, on July 6, 2009, the University and the Commonwealth of Virginia entered into original memoranda of understanding with the appropriate Cabinet Secretaries, as designated by the Governor, granting appropriate operational authority, for the functional areas of information technology and procurement, for a period of three years. Subsequent five year renewal periods commenced July 1, 2012 and July 1, 2017.

**WHEREAS**, the University desires to continue the operational authority originally granted and as required must enter into subsequent memoranda of understanding with the Commonwealth. As a condition to entering into subsequent memoranda of understanding, the Board of Visitors must approve a resolution affirmed by at least two-thirds of the Visitors expressing the sense that the institution is qualified to be, and should continue to be, governed by such subsequent memoranda of understanding.

**NOW THEREFORE, BE IT RESOLVED** that the Radford University Board of Visitors does hereby approve that the President of the University and its Chief Financial Officer/Vice President for Finance and Administration are authorized to proceed in cooperation with the applicable Cabinet Secretaries to obtain the continuation of the additional operating authority outlined in § 23.1-1003 of the Code of Virginia relative to information technology and procurement and to take all actions deemed by them to be necessary or advisable to facilitate this understanding.

**BE IT FUTHER RESOLVED**, that upon approval of the subsequent memoranda of understanding, the President and Vice President for Finance and Administration are granted full continuation of the authority and responsibility of management of the information technology and procurement functions of the University.

# Student Representative

RADFORD  
UNIVERSITY

# Mental Health

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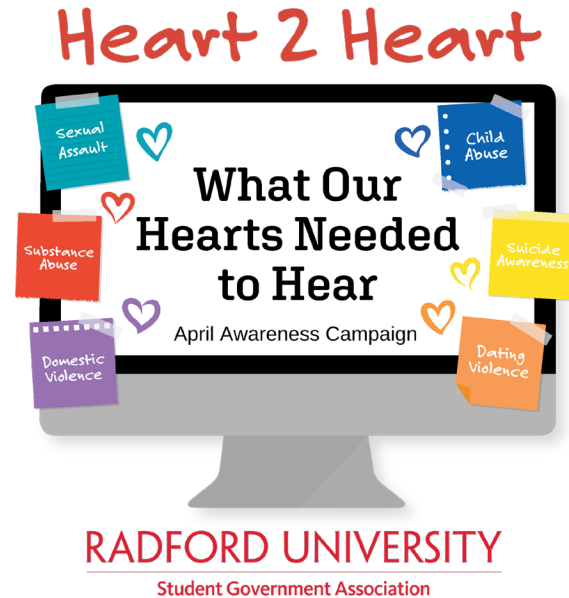
- Wellness Events
- Community of Care



# Title IX and Sexual Assault Awareness

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- Events and Awareness
- Support Groups



# Student Philanthropy

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- Student Philanthropy Association
- Highlander Senior Class Scholarship



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# Questions?

Radford University Board of Visitors  
Real-Time Electronic Access to Board of Visitors Meetings

In accordance with Virginia Code § 23.1-1303 and the State Council of Higher Education for Virginia's Report on a Minimal Uniform Standard to Improve Transparency of College and University Governing Boards, Radford University will provide the public with real-time electronic access to regularly-scheduled meetings of its full Board of Visitors that take place in the usual location for such meetings.

A link to the meetings can be found on the [Board of Visitors website](#).

# Minutes

**RADFORD UNIVERSITY**

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Board of Visitors



# RADFORD UNIVERSITY

Board of Visitors

**QUARTERLY MEETING**  
**9:00 A.M.**  
**FEBRUARY 11, 2022**  
**KYLE HALL, THIRD FLOOR, RADFORD, VA**

**DRAFT**  
**MINUTES**

**BOARD MEMBERS PRESENT**

Mr. Robert A. Archer, Rector  
Dr. Thomas Brewster  
Ms. Krisha Chachra  
Dr. Rachel D. Fowlkes  
Dr. Susan Whealler Johnston  
Mr. Mark S. Lawrence  
Dr. Debra K. McMahon  
Ms. Nancy Angland Rice  
Mr. David A. Smith  
Mr. Marquett Smith  
Dr. Katie Hilden, Faculty Representative (Non-voting Advisory Member)  
Ms. Grace Hurst, Student Representative (Non-voting Advisory Member)

**BOARD MEMBERS ABSENT**

Dr. Jay A. Brown, Vice Rector  
Ms. Lisa Throckmorton

Ms. Charlene A. Curtis, Ms. Lisa W. Pompa and Ms. Georgia Anne Snyder-Falkinham contacted the Board of Visitors Rector Robert A. Archer prior to the meeting to inform him that a personal matter would prevent each one from attending the meeting in person. Ms. Curtis, Ms. Pompa and Ms. Snyder-Falkinham participated by electronic communication from their respective home.

**OTHERS PRESENT**

Dr. Carolyn R. Lepre, Interim President  
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President  
Mr. Craig W. Cornell, Vice President for Enrollment Management  
Ms. Lisa Ghidotti, Executive Director for Government Relations  
Dr. Angela Joyner, Interim Chief of Staff  
Ms. Wendy Lowery, Vice President for Advancement and University Relations  
Mr. Chad A. Reed, Vice President for Finance and Administration and Chief Financial Officer  
Dr. J. Orion Rogers, Interim Provost and Vice President for Academic Affairs  
Dr. Susan Trageser, Vice President for Student Affairs  
Mr. Mike Melis, Senior Assistant Attorney General, Office of the Attorney General

## **CALL TO ORDER AND OPENING COMMENTS**

Rector Robert A. Archer called the quarterly meeting of the Radford University Board of Visitors to order at 9:07 a.m. in Kyle Hall, Room 340.

Rector Archer began the meeting by welcoming everyone and expressing his appreciation for their continued hard work on behalf of the students at Radford University while also focusing on a transition to new leadership, as well as the continuing impact of the pandemic and the changing rules in how we operate. Rector Archer again thanked members of the Presidential Search Committee and the currently active Transition Committee. Rector Archer provided an update on the Presidential Transition from Committee Chair Lisa Throckmorton, who could not be at the meeting. Rector Archer introduced Mr. Mike Melis, Senior Assistant Attorney General, who will serve as counsel to Radford University.

## **APPROVAL OF AGENDA**

Rector Archer asked for a motion to approve the Board of Visitors meeting agenda for February 11, 2022, as published. Mr. Mark S. Lawrence so moved, Ms. Nancy Angland Rice seconded, and the motion carried unanimously.

## **APPROVAL OF MINUTES**

Rector Archer asked for a motion to approve the December 3, 2021 minutes of the Board of Visitors meeting. Mr. Lawrence so moved, Mr. David A. Smith seconded, and the motion carried unanimously.

## **RECOGNITION**

Rector Archer invited Vice President for Finance and Administration Chad A. Reed to come forward. Speaking on behalf of the Board of Visitors, Rector Archer expressed his appreciation to Mr. Reed for his commitment to Radford University and the expertise that he has provided for over a decade. Rector Archer asked Dr. Thomas Brewster to read a resolution recognizing Chad A. Reed. Rector Archer asked for a motion to approve the resolution. Mr. Lawrence made the motion, Ms. Rice seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment A* and is made a part hereof.

## **PRESIDENT'S REPORT**

Interim President Carolyn R. Lepre, Ph.D. began her report by acknowledging the incredible work that faculty and staff do each and every day to ensure that our students are successful and highlighted a select number of activities, events and initiatives that demonstrates their commitment and the impact it has had for our community.

Interim President Lepre stated that students, faculty and staff were welcomed back to campus for the start of the spring semester on January 18, 2022, including 30 new freshman, 151 new transfer students, 40 new learners in the IMPACT programs and 21 new students in the recently launched Fast-Track programs.

Interim President Lepre provided an update on COVID-19 and the Spring 2022 Operating Plan. Consistent with a legal opinion issued by the Virginia Attorney General on January 26, 2022, Radford University no longer requires COVID-19 vaccinations or booster shots for students as a general condition of enrollment or in-person attendance.

Interim President Lepre shared that for more than eight years, we have engaged in the meaningful call to service as a way to commemorate the legacy of Dr. Martin Luther King Jr. This year, our Highlander family participated via virtual serving opportunities and had the chance to support organizations throughout the New River and Roanoke valleys with donations.

Interim President Lepre provided an update on her legislative visits advocating for expanded investments in Radford students, specifically need-based financial aid and operating support as well as seeking support for a renovation to the McConnell Library and campus infrastructure projects. She also shared that 19 students observed the Virginia General Assembly in action during 2022 Advocacy Day on Jan. 25, 2022.

In closing, Interim President Lepre shared that Dr. Jamie Lau, assistant professor of biology, has been selected as the 2022 Presidential Fellow, with a proposed project for Spring 2022 supporting Radford University's commitment to diversity, equity and inclusion. A copy of the report is attached hereto as *Attachment B* and is made a part hereof.

### **REPORT FROM THE ACADEMIC EXCELLENCE AND RESEARCH COMMITTEE**

Dr. Thomas Brewster, Chair, stated that the Academic Excellence and Research Committee met on February 10, 2022 and shared the following information.

Dr. Brewster stated that Interim Provost and Vice President for Academic Affairs shared an update on the Spring 2022 semester opening, personnel and emeritus faculty. Dr. Brewster stated the Committee learned the recipients of the 2021 Dalton Eminent Scholar Award, that School of Nursing has received full approval from the Virginia Board of Nursing in several of its programs and the Radford MBA program ranked #64 nationally in the first-ever ranking of the best part-time MBA programs in the United States by Fortune magazine.

Dr. Brewster shared that the Committee heard three inspiring presentations and student testimonials from the Harvey Knowledge Center, the Writing Center and Academic Support Services at Radford University Carilion.

### **REPORT FROM THE ADVANCEMENT, UNIVERSITY RELATIONS AND ENROLLMENT MANAGEMENT COMMITTEE**

Dr. Rachel Fowlkes, Vice Chair, stated that the Committee met February 10, 2022 and shared the following information.

Dr. Fowlkes reported that the Committee heard from Vice President for Enrollment Management Craig Cornell who provided an enrollment management update covering preliminary spring term enrollment, fall 2022 application information for all student populations, a series of new enrollment initiatives recently launched, as well as an overview of spring recruitment activities. The upcoming spring recruitment events include spring virtual events, spring in-person student receptions, the Highlander Distinction Program dinner, and for the first time in two years, Highlander Days.

Dr. Fowlkes shared that the Committee also heard from Vice President for Advancement and University Relations Wendy Lowery who presented updates for University Relations, Alumni Relations, the TOGETHER Campaign and Donor Relations.

### **REPORT FROM BUSINESS AFFAIRS AND AUDIT COMMITTEE**

Dr. Debra K. McMahon, Chair, stated that the Committee met February 10, 2022 and shared the following information.

Dr. McMahon reported that the Committee heard from Mr. Zachary Borgerding with the Auditor of Public Accounts, who presented information regarding the ongoing audit of the University's FY 2021 financial statements and the responsibilities of the auditors and management, as well as the planned scope and timeline of the audit. The Committee also heard from University Auditor Margaret McManus who presented an oral report on the review of University Discretionary Fund expenditures for the quarter ended December 31, 2021 and a follow-up audit status report.

Dr. McMahon shared the Committee heard an update on Capital Projects from Vice President for Finance and Administration Chad A. Reed and an Information Technology Services update from Associate Vice President for Information Technology Officer Ed Oakes

### **ACTION ITEMS**

#### **Recommendation to Approve Resolution Certifying Compliance with the Radford University Debt Management Policy**

Dr. McMahon presented the recommendation to approve the Resolution Certifying Compliance with the Radford University Debt Management Policy. Following discussion, Rector Archer asked for a motion to approve the resolution. Mr. David A. Smith so moved, Mr. Marquett Smith seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment C* and is made a part hereof.

#### **Recommendation for Approval of Resolution of Third Quarter 2021-2022 University Operating Budget Adjustment**

Dr. McMahon presented the recommendation to approve the Third Quarter 2021-2022 University Operating Budget Adjustment. Following discussion, Rector Archer asked for a motion to approve the resolution. Ms. Rice so moved, Mr. Lawrence seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment D* and is made a part hereof.

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

Mr. David A. Smith, Chair, stated that the Committee met February 10, 2022 and shared the following information.

Mr. Smith reported that the Committee first heard from Interim Chief of Staff Angela Joyner, Ph.D. who shared information from the Center for Career and Talent Development and the first destination survey results. Mr. Smith stated that the Committee also heard updates on the Vinod Chachra IMPACT Lab, a new data science credential offering in partnership with the Chief Data Office of Virginia and VisionPoint, the marketing agency developing a new branding and marketing strategy to drive program enrollment.

Mr. Smith stated that the Committee then heard from Director of Athletics Robert Lineburg who provided an update on the student-athletes' academic achievements, current status of competition, scholarship funding, coaching staff comparisons, resource development and upcoming events. Mr. Smith highlighted the Radford Women's Basketball Coach's Suite dedication to program legend Ms. Charlene Curtis during a ceremony that was held on Saturday, February 5. Ms. Curtis was one of the most successful coaches in the country while leading her alma mater and was the University's first

1,000-point scorer as a player. Ms. Curtis was inducted into the Radford Athletics Hall of Fame in 1995 and the Big South Hall of Fame in 2006.

The Governance, Administration and Athletics Committee also serves as the Nominating Committee for Board of Visitors officers. Chair of the Committee, Mr. David Smith, stated that on March 1 there will be a call for nominations and that the nominations will be open for 10 days. The Committee will present nominations for vote at the April meetings.

### **REPORT FROM THE STUDENT SUCCESS COMMITTEE**

Ms. Krisha Chachra, Chair, stated that the Committee met February 10, 2022 and shared the following information.

Ms. Chachra reported that the Committee first heard from Student Government Association (SGA) President Grace Hurst who presented an update on SGA's initiatives, including a sexual assault awareness campaign, self-care, trash pick-up, Unity Fest and sustainability efforts.

Ms. Chachra shared that the Committee heard from Associate Vice President for Student Affairs Angie Mitchell and Associate Dean of Students Brian Lusk who outlined the student wellness initiatives on campus. Among other updates, Student Counseling Services has expanded their services and an Associate Director of Student Advocacy was hired in the Dean of Students Office to case manage students that require support beyond traditional counseling.

Ms. Chachra reported that the Committee then heard from Associate Vice President for Student Life Tricia Smith who presented the Student Affairs update to the Committee. Ms. Smith introduced two new staff members joining the Student Affairs Leadership team – Dr. Rhonda Bryant, Assistant Vice President for Student Success and Dr. Nicole Cronenwett, Director of Fraternity and Sorority Life. For the first time in five years, the all-Greek GPA is higher than the non-Greek cumulative GPA. The new Esports Arena will be built in Cook Hall. Esports continues to be the largest student organization on campus.

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

Faculty Senate President Katie Hilden, Ph.D. began her report by sharing two motions passed by Faculty Senate on December 2, 2021. The first motion asks the Board of Visitors to reinstate sections of the T&R Handbook that were affected by the Board's resolution on June 12, 2020. Dr. Hilden added that faculty recognize this was done by Executive Order from the Governor to prepare for immediate and long-term budget reductions and with the information that was available at the time. Dr. Hilden added we are all incredibly thankful that Radford University was able to avoid involuntary reductions of faculty. Dr. Hilden shared the request that the resolution's original end date of June 2022 be moved up. Dr. Hilden reported that the second motion is a proactive attempt to build meaningful pathways for communication between faculty and the Board of Visitors and commit to a better system of shared governance. Dr. Hilden referenced the Shared Governance Statement by the Board of Directors from the Association of Governing Boards of Universities and Colleges. Dr. Hilden added that while faculty have several opportunities for interaction with the Board, the second motion be considered a conversation starter and a deeper level of engagement that would put Radford University in a better position to face challenges together.

Rector Archer shared that he believes the Board did what they needed to do at the time and that the resolution does not affect tenure. Rector Archer affirmed that the Board respects and supports faculty

and tenure. Rector Archer added that faculty were involved with budget strategies and cuts were not made. Rector Archer recommended that the Executive Committee of the Board of Visitors and the Executive Committee of the Faculty Senate meet twice a year prior to the Board Committee meetings to engage in discussions. Dr. Hilden concurred that having these meetings would be well received. Rector Archer agreed to creating a document outlining the agreement. Dr. McMahon added that understanding each other's perspectives is important and that we should focus on the future and find ways to connect. Mr. Lawrence added that there is never a moment he doesn't value the role of the faculty.

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

Student Representative to the Board Grace Hurst provided an update on the areas of focus for her this year as the Student Representative, including a mental health bill, trauma-informed training, a sexual assault awareness campaign and the Student Philanthropy Association.

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

Dr. Rachel D. Fowlkes, Representative to the Radford University Foundation Board of Directors, provided an update on recent Foundation news and activities. Dr. Fowlkes stated that RU Corporate Park is under contract to be sold and they expect to close at the end of February. She added that there were three solid offers. Dr. Fowlkes shared that progress on the hotel continues. Glass will be delivered and work will begin on the fourth floor soon. Dr. Fowlkes stated that the Foundation Board met in December in Staunton and the next meeting will be on March 11. Dr. Fowlkes distributed an asset summary report, attached hereto as *Attachment E* and made a part hereof.

### **GOVERNMENT RELATIONS UPDATE**

Executive Director of State Government Relations Lisa Ghidotti began her report by providing an overview of Governor Youngkin's administration, including cabinet appointments, and the 2022 General Assembly. Ms. Ghidotti outlined the makeup of the legislature, committee leadership and key dates. Ms. Ghidotti also shared information about the budget and what is known at this time, as well as a brief overview of higher education legislation.

### **SENSE OF BELONGING THROUGH RESEARCH**

Director of the Office of Undergraduate Research and Scholarship Joe Wirgau, Ph.D. began the presentation by providing an overview of the Office of Undergraduate Research and Scholarship (OURS) and describing their use of four pillars- providing opportunities to present internally and externally, increasing the number of students gaining access to undergraduate research, provide students with the tools needed to leverage these experiences, and develop and support the faculty who provide these opportunities. Dr. Wirgau introduced students Skylar Roberson, Sam Williams and Luc White who shared their experiences and the positive impact the program and mentorship have made in their lives.

### **OTHER BUSINESS**

Rector Archer reminded the Board members of upcoming meetings and our important role in decision making and transparency. In accordance with Code of Virginia §23.1-307. D. and E., Radford University will be providing a 30-day notice prior to the Board of Visitors considering tuition and mandatory fees rates for the 2022-2023 academic year at the quarterly meeting, currently scheduled for April 28-29, 2022. In preparation for the meeting, the Board of Visitors will host a budget overview and public comment session. Following the presentation, the Board of Visitors will receive public

comment on the proposed tuition and fees. In keeping with our approved procedures, we will need to have at least three Board members attend the budget presentation and public comment session

**ANNOUNCEMENTS**

Rector Archer also announced the upcoming meeting dates.

April 28-29, 2022

July 24-26, 2022 Retreat

September 8-9, 2022

December 1-2, 2022

**ADJOURNMENT**

With no further business to come before the Board, Rector Archer adjourned the meeting at 12:42 p.m.

Respectfully submitted,

Karen Castele

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



## RESOLUTION RECOGNIZING

### CHAD A. REED

**WHEREAS**, for over a decade, Vice President for Finance and Administration and Chief Financial Officer Chad A. Reed has served the Radford University community with distinction as an advocate, leader and visionary; and

**WHEREAS**, Mr. Reed, a Southwest Virginia native, attended Cave Spring High School in Roanoke, received a Bachelor of Arts in Political Science from East Tennessee State University and a Master of Public Administration from Virginia Tech; and

**WHEREAS**, having been a Trainmaster with a 3rd degree black belt in Tae Kwon Do, Mr. Reed joined the Radford University family in April 2011 as the Budget Manager of Forecasting and Operations. Through his vision and results-oriented approach, he quickly rose to the position of Director of the Office of Budget and Financial Planning, then to Associate Vice President for Budget and Financial Planning before advancing to Vice President for Finance and Administration and Chief Financial Officer in July 2018; and

**WHEREAS**, during his tenure, Mr. Reed has been an integral team member in advancing the institution in unprecedented expansion, innovation and progress in creating meaningful opportunities for students, faculty and staff; and

**WHEREAS**, Mr. Reed's leadership in budget management and financial foresight, as well as his thoughtful guidance and articulate edification, has enabled the Board of Visitors to fulfill their fiduciary responsibility to the Commonwealth of Virginia with confidence; and

**WHEREAS**, Mr. Reed's informed advocacy with state leadership has resulted in additional financial support for Radford University allowing student affordability to remain a top commitment; and

**WHEREAS**, Mr. Reed provided essential leadership and ongoing support in the merger with Jefferson College of Health Sciences resulting in strategic academic and geographic expansion; and

**WHEREAS**, during the past decade, Mr. Reed has been instrumental in the planning, project approval and funding for many capital construction and renovation projects with the most notable being the largest in the history of Radford University, the Artis Center for Adaptive Innovation and Creativity, and held a steadfast commitment to the economic development of the region and beyond; and

**WHEREAS**, Mr. Reed oversaw the acquisition and operation for the campus housing expansion, as well as the development of the Radford University 2020-2030 Master Plan and The Path to 2040: The Radford University Sustainability and Climate Action Plan; and

**WHEREAS**, Mr. Reed has led the Division of Finance and Administration through organizational growth with a commitment to providing unwavering support that impacts every aspect of Radford University operations. Mr. Reed strived to show sincere appreciation to his cohesive team by ensuring they stayed informed through division-wide meetings and were acknowledged through the employee spotlight and recognition programs; and

**WHEREAS**, Mr. Reed's greatest love is his family. As a dedicated husband to Melissa and father to Bryce and Parker, he seizes every opportunity to teach valuable life lessons. Whether on the gridiron or diamond, as a father or coach, Mr. Reed exhibits the importance of working hard, integrity and teamwork; and

**WHEREAS**, Mr. Reed's legacy at Radford University extends beyond the pristine landscape, state-of-the-art facilities, sound fiscal stewardship and strategic partnerships he developed and fostered; and

**WHEREAS**, more important, the Radford University Board of Visitors recognizes Mr. Reed's greatest passion rests with the people who surrounded him at Radford University and values his dedication to supporting the Highlander family;

**NOW, THEREFORE BE IT RESOLVED**, that on this eleventh day of the month of February in the year two thousand twenty-two, the Radford University Board of Visitors does hereby consider and pass this resolution of commendation and appreciation for service and contribution to the Radford University Board of Visitors, the Radford University students, faculty and staff and the Commonwealth of Virginia, and furthermore that this resolution be preserved in perpetuity in permanent business records of the Radford University Board of Visitors and a copy be presented to Chad A. Reed.

A handwritten signature in black ink that reads "Robert A. Archer".

Robert A. Archer  
Rector

A handwritten signature in black ink that reads "Carolyn R. Lepre".

Carolyn R. Lepre, Ph.D.  
Interim President



MEMORANDUM

TO: Members of the Board of Visitors

FROM: Carolyn Ringer Lepre, Ph.D., Interim President

DATE February 11, 2022

RE: President's Report

I will begin my report today by acknowledging the incredible work of our faculty and staff do each and every day to ensure that our students are successful. They continue to invest their talents and time, so that we can provide high-quality learning experiences and ultimately transform the lives of our students. While some of their efforts may go unnoticed, their impact can be found in the incredible stories that our students share about their Radford University experience. Today, I will highlight a select number of activities, events and initiatives that demonstrates their commitment and the impact it has had for our community.

**Spring 2022 Semester**

Our Highlander family had the opportunity over the extended holiday to reconnect with family and friends, as well take the opportunity to rest and refuel. We were thrilled to welcome our students, faculty and staff back to campus for the start of the spring semester on January 18, 2022. We were especially pleased to welcome 30 new freshman and 151 new transfer students. We also welcomed 40 new learners in the IMPACT programs and 21 new students in the recently launched Fast-Track programs. It is wonderful to see the campus come to life when our students return and experience the energy and excitement at the beginning of a new semester.

**COVID-19: Spring 2022 Operating Plan Update**

As the members of our community returned to campus, the health and well-being of our family has remained a central focus. Our progress to date has been a result of our collective efforts as we continue to navigate the global health pandemic. Since releasing the [Spring 2022 Operational Plan](#) in October, there have been a number of developments, such as Omicron, the latest variant that is the predominant strain of the virus, the [CDC updated guidance](#) for isolation and quarantine, and the most recent guidance from Governor Youngkin and the attorney general's office.

Consistent with a legal opinion issued by the Virginia Attorney General on January 26, 2022, Radford University no longer requires COVID-19 vaccinations or booster shots for students as a general condition of enrollment or in-person attendance. Weekly testing for students not fully vaccinated is also no longer required. COVID-19 testing and booster clinics will still be offered for all employees and students. The first booster clinics were held at the start of the semester. Another clinic is being held today and additional opportunities will be scheduled for main campus and RUC throughout the semester.

I am encouraged by the high vaccination rates of our students and employees and I invite you to visit our Covid-19 planning webpage at [www.radford.edu/covid](http://www.radford.edu/covid) for up-to-date information and protocols.

### **Annual MLK Day of Service Event**

For more than eight years, we have engaged in the meaningful call to service as a way to commemorate the legacy of Dr. Martin Luther King Jr. We honored his life through one of our signature volunteer events, the annual MLK Day of Service. This particular event has given us the opportunity to demonstrate our unwavering spirit of caring for the communities in which we live, learn and work. This year, our Highlander family participated via virtual serving opportunities and had the chance to support organizations throughout the New River and Roanoke Valley with donations. Although the activities may have looked different this year, our commitment to serving our community did not change.

### **Legislative Visits**

Over the past two months, I have continued to meet with members of both the House and Senate to share Radford University's priorities. As we have in years past, we are advocating for expanded investments in Radford students, specifically need-based financial aid and operating support. We are also seeking support for a renovation to the McConnell Library and campus infrastructure projects. My conversations with members of the General Assembly, members of the Senate Finance and Appropriation Committee and the House Appropriations Committee have been informative and positive.

Our meetings with members of the Northam administration, including the Secretary of Education and the Secretary of Finance, as well as the Secretary of Commerce and Trade went well and we were pleased to see many of our priorities included in the outgoing governor's budget. As we meet with members of Governor Youngkin's administration, we are hopeful that our priorities will continue to garner support as the General Assembly sessions progresses.

### **Advocacy Day**

A proud tradition at Radford has been Advocacy Day. This annual event gives our students the opportunity to share their personal stories advocate for the University and engage directly with state leaders. This year 19 students met with legislators and observed the General Assembly in session. These remarkable students shared our priorities and the lasting impact an investment in

Radford University and their education could have for the Commonwealth of Virginia. You met these wonderful students last night at the dinner.

### **Presidential Fellow**

At the State of the University address in the fall, I shared that we were re-imagining the Presidential Fellow program. The proposed project for Spring 2022 will support Radford University's commitment to diversity, equity and inclusion as outlined in the One Virginia Plan which was submitted in July, 2021. The fellow will collaborate with existing campus stakeholders such as the Diversity Equity Action Committee (DEAC), Center for Diversity and Inclusion (CDI), Academic Affairs, Student Affairs, Institutional Research and Effectiveness, Human Resources, and student organizations, as well as external partners.

After reviewing a strong pool of interested candidates, I am pleased to announce that Dr. Jamie Lau, assistant professor of biology, has been selected as the 2022 Presidential Fellow. Dr. Lau was recognized at the convocation ceremonies as the recipient of the 2021 Donald N. Dedmon Distinguished Teaching Professor Award. I am looking forward to working with Dr. Lau on this very important initiative for the university.

Mr. Rector and members of the Board, this concludes my report.

**Radford University Board of Visitors  
February 11, 2022**

**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 2021 unaudited

annual financial statements, the University’s debt obligations including affiliated foundation total \$120,170,779 which is mainly attributable to the Student Recreation and Wellness Center, Renovations of four Residence Hall projects, and the affiliated foundation property acquisition.

<b>Schedule A</b>				
<b>RADFORD UNIVERSITY</b>				
<b>DEBT MANAGEMENT POLICY RATIO</b>				
The calculation reflects June 30, 2021 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, 2022.				
<b>Board Approved Ratios</b>	<b>Range</b>	<b>Formula</b>	<b>Unaudited Financial Statements as of 6/30/2021</b>	
<b><u>Debt Burden Ratio</u></b>				
Max Annual Debt Service as % of Operating Expenses	<b>&lt; 7%</b>	<u>Annual Debt Service*</u> Total Operating Expenses*	\$6,681,819	2.37%
			\$281,668,081	

\* 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, 2021 (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, 2021, is summarized as follows:

<u>Notes Payable - Pooled Bonds:</u>	<u>Interest Rates at Issuance</u>	<u>Maturity at Issuance</u>
Student Fitness Center		
Series 2009B, \$3.720 million par amount	2.00% - 5.00%	September 1, 2029
Series 2016A, \$2.285 million par amount - partial refunding of Series 2009B	3.00% - 5.00%	September 1, 2029
Series 2011A, \$4.235 million par amount	3.00% - 5.00%	September 1, 2031
Series 2012B, \$11.155 million par amount	3.00% - 5.00%	September 1, 2032
Series 2013A, \$4.865 million par amount	2.00% - 5.00%	September 1, 2033
Series 2021B, \$13.46 million par amount - partial refunding of Series 2011A, 2012B, 2013A	3.00% - 5.00%	September 1, 2043

### **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, 2021, 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	1.62% - 4.00%	June 1, 2040

### **Capital Lease Obligation**

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.

A summary of changes in long-term debt for the year ending June 30, 2021, is presented as follows:

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

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Noncurrent Portion
Governmental activities:						
Notes payable - pooled bonds	\$18,836,614	\$13,467,343	\$14,535,991	\$17,767,966	\$815,000	\$16,952,966
Bonds payable - 9c	28,446,248	17,555,726	1,866,624	44,135,350	1,990,000	42,145,350
Capital Lease	31,912,229	-	16,456,858	16,320,793	925,284	15,395,509
* Total long-term debt	\$79,195,091	\$31,023,069	\$32,859,473	\$78,224,109	\$3,730,284	\$74,493,825

\*No amounts considered direct borrowings or direct payments.

Fiscal Year Ending	Governmental Activities			
	Notes Payable Pooled Bonds		Bonds Payable - 9c	
	Principal	Interest	Principal	Interest
June 30, 2022	815,000	310,590	1,990,000	1,378,156
June 30, 2023	1,290,000	255,116	2,085,000	1,284,606
June 30, 2024	1,410,000	215,516	2,170,000	1,186,556
June 30, 2025	1,520,000	195,383	2,270,000	1,092,406
June 30, 2026	1,545,000	181,380	2,365,000	999,556
2027-2031	7,745,000	575,757	13,280,000	3,535,694
2032-2036	2,855,000	58,476	12,270,000	1,230,150
2037	-	-	3,980,000	186,944
Unamortized Premium	587,966	-	3,725,350	-
Total	\$17,767,966	\$1,792,218	\$44,135,350	\$10,894,069

Payments of principal, interest, and executory costs on the capital lease for fiscal years subsequent to June 30, 2020 are as follows:

<u>Fiscal Year</u>	<u>Total Payment</u>
2022	\$ 925,284
2023	925,284
2024	925,284
2025	972,711
2026	1,119,252
2027-2031	5,596,259
2032-2036	5,596,259
2037-2041	5,596,259
2042-2046	2,145,233
Total Minimum Lease Payments	\$ 23,801,825
Less Executory Costs	0
Net Minimum Lease Payments	\$ 23,801,825
Less Interest	7,481,032
Present Value of Lease Payments	\$ 16,320,793

### **Long-Term Debt Defeasance**

During fiscal year 2021, the Commonwealth of Virginia, on behalf of the University, issued pooled bonds Series 2021B for \$13,460,000 with interest rates of 1.62 to 4.0 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 Commonwealth. 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 \$206,722 for the University, which is being amortized to interest expense over the life of the next debt. At June 30, 2021, \$184,171 of the deferred accounting loss is reported on the Statement of Net Position as a deferred outflow of resources. The defeasance will reduce the University's total debt service obligation by \$1,202,463 over the next 13 years. 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 results in a total economic gain of \$1,178,451.

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.



## NOTE 19E: Component Unit Financial Information

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The following is a summary of the outstanding notes payable at June 30, 2021:

Note payable in monthly installments of \$5,182.12 through May 2025, interest payable at LIBOR plus 1.48 percent (1.57% and 1.65%% at June 30, 2021 and 2020, respectively). Unsecured.	\$222,840
Notes payable in monthly installments calculated on a 22-year amortization with a balloon payment of remaining amount in May 2028, with interest payable at LIBOR plus 0.82% with a floor of 1.57% beginning May 2021 (1.57% and 3.2% and 1.01% at June 30, 2021 and 2020, respectively). Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.	355,899
Notes payable in monthly installments calculated on a 17-year amortization with a balloon payment of remaining amount in June 2028, with interest payable at LIBOR plus 0.82% (1.57% at June 30, 2021). Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.	411,194
Notes payable in monthly Interest only payments through April 2020, then monthly installments calculated on a 23-year amortization with a balloon payment of the remaining amount In April 2025. Interest payable at LIBOR plus 0.82 (0.92% and 0.99% at June 30, 2021 and 2020, respectively). Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.	4,782,901
Notes payable in monthly interest only payments through April 2020, then monthly installments calculated on a 23-year amortization with a balloon payment of remaining amount In April 2025. Interest payable at 4.20%. Secured by real estate and deposit accounts maintained by and investment property held with the institution. Additionally, secured by an assignment of leases and rents.	9,693,396

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

188,284

Notes payable in monthly interest only payments through November 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.

4,000,000

Total long-term debt

\$19,654,514

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

2022	647,290
2023	714,019
2024	884,505
2025	13,218,172
2026 and thereafter	<u>4,190,528</u>
Total long-term debt	<u><u>\$19,654,514</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, 2021.

**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.

Approved: February 11, 2022



**Robert A. Archer**  
Rector  
Radford University Board of Visitors



**Karen Castele**  
Secretary to the Board of Visitors  
Radford University

**RADFORD UNIVERSITY BOARD OF VISITORS**  
**February 11, 2022**

**Action Item**

**Approval of the Radford University 2021-22 Third Quarter Operating Budget Adjustment**

**Item:**

Board of Visitors approval of the Radford University's 2021-22 third quarter operating budget adjustment and review of the actual activity as of December 31, 2022.

**Summary:**

Due to the ongoing COVID-19 pandemic, the University has examined the fiscal impact on all available funding sources. Therefore, a third quarter budget adjustment is necessary to align revised revenue forecasts with authorized expenditure levels.

The far-reaching effects of the global pandemic have touched all facets of University operations including the Educational & General (E&G) operation, Sponsored Programs, Student Financial Aid Programs, and Auxiliary Enterprises. Fall 2021 revenue shortfalls associated with reduced service levels have been offset by Federal and State relief programs initiated to support Institutions of Higher Education during this unprecedented time. The impact of these factors is outlined by major program below.

An accompanying outline of adjustments is also provided in the 2021-22 Financial Performance Report (Schedule A) which summarizes the adjusted operating budget and related activity through December 31, 2022 and the Detailed University Operating Budget (Schedule B) which breakdowns the recommended adjustments.

**Education and General (E&G):**

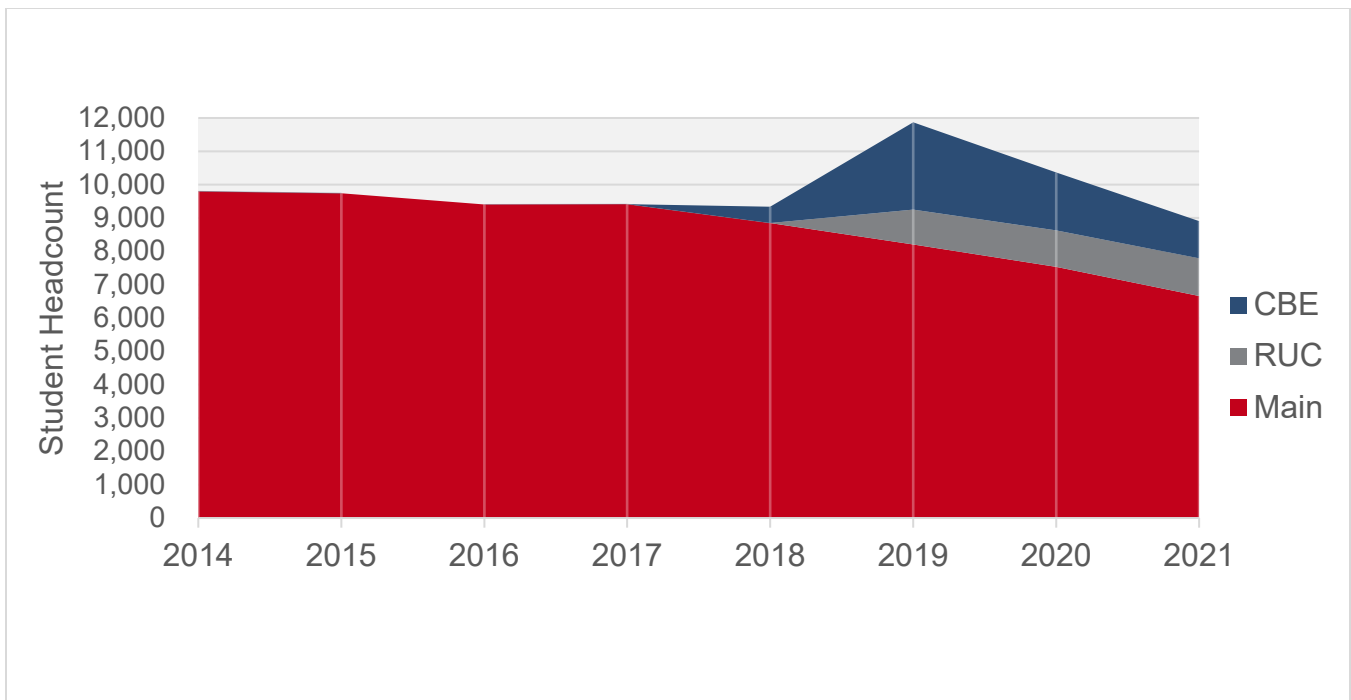
The original 2021-22 revenue budget for E&G was forecasted at \$145.5 million. The revised budget recommendation is \$153.8 million, an increase of \$8.3 million. The revised revenue forecast is reflective of the following adjustments.

General Fund

No general fund changes.

Non-General Fund

The University is estimating a \$2.0 million decline in E&G revenue related to non-general fund business level factors. This estimate is based on actual summer and fall 2021 headcount and preliminary spring 2022 enrollment levels. Based on final census data, fall traditional enrollment on main campus was lower than forecast. Specifically, Fall 2021 enrollment for main campus was budgeted on a projected student headcount of 7,010, while actual headcount enrollment came in at 6,660, a decrease of 350 students or 5.0 percent. The University also experienced a decrease in Summer 2021 enrollment as compared to budget. The Radford University main campus revenue decrease of -\$4.3 million is partially offset by a revenue increase for Radford University Carilion of \$2.3 million.



Relief Funding

Higher Education Emergency Relief Funds (HEERF II and HEERF III) provided higher educational institutions COVID-19 relief funding, of which the University received \$21.6 million for institutional relief and \$16.9 million for student relief. The institutional relief funds will be utilized primarily to replace lost revenue in Educational and General (E&G) of \$10.3 million and \$11.3 million in Auxiliary Enterprises.

Miscellaneous

Higher education institutions will have the option to use available fund balances from other fund sources, including E&G, to support operations, increased costs or revenue reductions for auxiliary enterprise programs for the 2020-2022 biennium. Within these parameters the University will again defer the required indirect contribution from Auxiliaries for 2021-22, resulting in an E&G budget change of \$5.4 million with a respective fund availability for Auxiliary budgets. This is consistent with the flexibility that was granted during the previous two fiscal years.

Refer to the Financial Performance Report (Schedule A) for a summary and the Detailed Operating Budget (Schedule B) for details on the proposed budget adjustments.

**Student Financial Assistance (SFA):**

The original revenue budget for SFA was \$16.1 million. The revised budget is \$39.8 million, an increase of \$23.7 million. The revised revenue forecast is reflective of the following adjustments.

General Fund

General Fund appropriations for Virginia Military Survivors and Dependent Education Program, the College Transfer Grant program, and carryforward of graduate fellowship allocations increased by \$79,200 over the originally budget amount. These are routine supplemental allocations that vary by year.

### Relief Funding

The Coronavirus Aid, Relief, and Economic Security Act or, CARES Act, was passed by Congress and the bill allotted \$2.2 trillion to provide fast and direct economic aid to the American people negatively impacted by the COVID-19 pandemic. Of that money, approximately \$14 billion was given to the Office of Postsecondary Education as the Higher Education Emergency Relief Fund, or HEERF. The University portion of the HEERF II and HEERF III funding for 2021-22 is \$16.9 for student financial aid.

Congress set aside approximately \$3 billion of the \$30.75 billion allotted to the Education Stabilization Fund through the CARES Act for the Governor's Emergency Education Relief Fund (GEERF). The Department has awarded these grants to States (governor's offices) based on a formula stipulated in the legislation. The University received \$1.3 million in GEERF funding in 2020-21, and carried-forward \$0.2 million into 2021-22. The University also received \$0.9 million in GEERF II funding in 2021-22. The funding will be awarded as need based financial assistance.

The American Rescue Plan Act of 2021 (ARPA) State and Local Recovery Funds for Higher Education allotted \$100,000,000 to the State Council of Higher Education for Virginia (SCHEV) for need-based financial aid for in-state undergraduate students from low- and moderate-income households at public institutions of higher education. The University's portion of the 2021-22 funding is \$5.6 million for student financial aid.

GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs) is a \$22 million seven-year grant funded by the U.S. Department of Education and administered by the State Council of Higher Education for Virginia (SCHEV). The program is designed to significantly increase the number of low-income students who are prepared to enter and succeed in postsecondary education. The University received \$78,000 in GEAR UP funding in 2020-21, and carried-forward \$60,000 into 2021-22.

Refer to the Financial Performance Report (Schedule A) for a summary and the Detailed Operating Budget (Schedule B) for details on the proposed budget adjustments.

### **Sponsored Programs:**

The University's portion of the Higher Education Emergency Relief Fund (HEERF II and HEERF III) for institutional need is \$21.6 million in 2021-22. The University is recognizing that revenue and expense in sponsored programs.

### **Auxiliary Enterprises:**

The original revenue budget for Auxiliary Enterprises was \$70.0 million in revenue and \$64.1 million in expense. The revised revenue budget is \$78.0 million, an increase of \$8.0 million. The revised expense budget is \$61.1 million, a decrease of \$3.0 million. These adjustments result in a \$17.0 million increase in planned reserve contribution. The revised budgets are reflective of the following adjustments.

### Non-General Fund

The University is estimating a decrease in auxiliary comprehensive fee revenue of \$3.0 million related to the decrease in enrollment detailed in the E&G section above.

### Relief Funding

As noted in E&G above, Higher Education Emergency Relief Funds (HEERF II and HEERF III) provided higher educational institutions COVID-19 relief funding, of which the University received \$21.6 million for institutional relief and \$16.9 million for student relief. The institutional relief funds will be utilized primarily to replace lost revenue in Educational and General (E&G) of \$10.3 million and \$11.3 million in Auxiliary Enterprises.

Coronavirus Relief Funds (CRF) provided higher education institutions COVID-19 relief funding. The University carried-forward \$187,042 from 2020-21 into 2021-22.

### Miscellaneous

Auxiliary Enterprise budget adjustments for decreases in Auxiliary Indirect contributions of \$5.4 million as noted in the E&G section above. The budget is also being adjusted to reflect allocations for strategic investments.

Refer to the Financial Performance Report (Schedule A) for a summary and the Detailed Operating Budget (Schedule B) for details on the proposed budget adjustments.

### **Preliminary Financial Performance Report:**

The Financial Performance Report (FPR) is more commonly presented at the September Board of Visitors meeting reflecting the prior fiscal year's budget and actual financial activity. The FPR is generated from annual budget projections and actual accounting data recorded in Banner Finance. The actual accounting data is recorded using a modified accrual basis of accounting which recognizes revenue when received rather than when earned and expenditures when posted rather than when payment is issued.

As shown on the Financial Performance Report (Schedule A), the Original Budget of \$240.5 million was approved by the Board of Visitors at the September 2021 meeting. The Revised Budget reflects 2021-22 recommended mid-year revenue adjustments totaling \$61.8 million. While there are a number of factors that influenced the recommended mid-year adjustments they are primarily attributed to the following: COVID-19 relief funding and actual 2021-22 enrollment levels.

The revised budget of \$302.2 million is sufficient to sustain University operations for the remainder of 2021-22. Actual expenditure activity through December 31, 2021 totals \$127.6 million and is in line with expectations. The vast majority of the outstanding expense budget balance relates to anticipated third and fourth quarter compensation. At this time all programs are expected to come in within expected activity.

### **Action:**

Radford University Board of Visitors approval of the 2021-22 third quarter operating budget adjustment as presented in Schedule B for the Total University Operating Budget.

**RADFORD UNIVERSITY BOARD OF VISITORS  
Resolution  
February 11, 2022**

**Approval of the Radford University 2021-22 Operating Budget Adjustment**

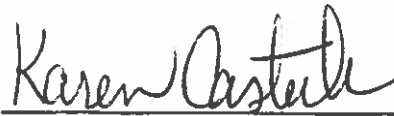
**BE IT RESOLVED**, the Radford University Board of Visitor approves the third quarter adjustments to the 2021-22 operating budget as presented in Schedule B for the Total University Operating Budget.

Approved: February 11, 2022



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Robert A. Archer  
Rector  
Radford University Board of Visitors

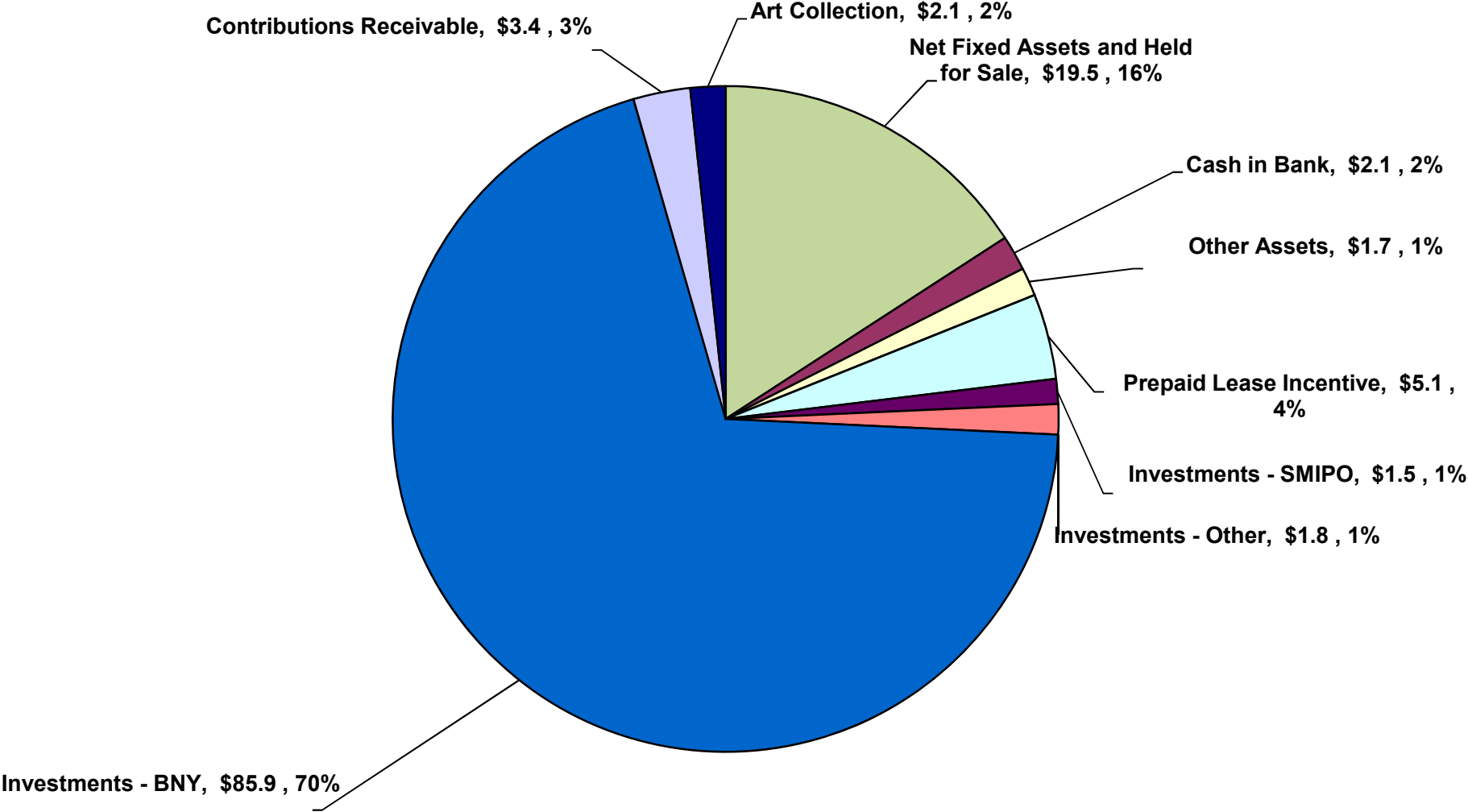


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Karen Castele  
Secretary to the Board of Visitors  
Radford University



# Radford University Foundation Asset Composition as of 12/31/21-Preliminary



(in millions)  
**Total Assets: \$123.1M**

# End of Board of Visitors Materials

