

RADFORD UNIVERSITY

Board of Visitors

ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE

1:00 P.M.

MARCH 23, 2023

KYLE HALL, ROOM 340, RADFORD, VA

DRAFT **MINUTES**

COMMITTEE MEMBERS PRESENT

Dr. Rachel Fowlkes, Chair
Ms. Lisa Pompa, Vice Chair
Ms. Jeanne Armentrout
Mr. Mark Lawrence
Ms. Georgia Anne Snyder-Falkinham
Dr. Kurt Gingrich, (Non-Voting Faculty Advisory Representative)

OTHER BOARD MEMBERS PRESENT

Dr. Debra K. McMahon, Rector
Dr. Jay A. Brown, Vice Rector
Mr. Robert A. Archer
Mrs. Jennifer Wishon Gilbert
Mr. Tyler W. Lester
Mr. George Mendiola, Jr.
Mr. David A. Smith
Mr. Marquett Smith
Ms. Lisa Throckmorton
Mr. James C. Turk

OTHERS PRESENT

Dr. Bret Danilowicz, President
Dr. Marten denBoer, Interim Provost and Senior Vice President for Academic Affairs
Dr. Steven Bachrach, Dean of the Artis College of Science and Technology
Dr. Joy Bhadury, Dean of the Davis College of Business and Economics
Dr. Ben Caldwell, Dean of the College of Graduate Studies and Research
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President
Dr. Stephanie Caulder, Dean of the College of Visual and Performing Arts
Dr. Ken Cox, Dean of the Waldron College of Health and Human Services
Dr. Robert Hoover, Vice President for Finance and Administration and Chief Financial Officer
Dr. Laura Jacobsen, Interim Dean of the Libraries
Dr. Angela Joyner, Vice President for Economic Development and Corporate Education

Dr. Jeanne Mekolichick, Associate Provost for Research, Faculty Development and Strategic Initiatives
Mr. Mike Melis, Senior Assistant Attorney General, Office of the Attorney General
Dr. Jessica Stowell, Director of Institutional Effectiveness and Quality Improvement
Dr. Susan Trageser, Vice President for Student Affairs
Ms. Penny Helms White, Interim Vice President for Advancement and University Relations

CALL TO ORDER

Dr. Rachel D. Fowlkes, Chair, formally called the meeting to order at 1:00 p.m. in Kyle Hall, Room 340.

APPROVAL OF AGENDA

Dr. Fowlkes asked for a motion to approve the March 23, 2023 agenda. Ms. Georgia Anne Snyder-Falkinham so moved, Ms. Lisa Pompa seconded, the motion carried unanimously.

ACADEMIC AFFAIRS REPORT

Interim Provost and Senior Vice President for Academic Affairs Marten denBoer began his report with updates on the Goals for 2022-2023.

Goal #1: Faculty Workload Optimization

Faculty are continuing to use their talents effectively by participating in student retention activities. For example, a study hall for communication sciences and disorders students and the math and statistics assistance center are being staffed by faculty. Faculty are also mentoring at-risk students in health and human performance.

Goal #2: Faculty Engagement in Student Recruiting

Faculty are engaging in student recruitment by attending home school conferences to reach the home school student population, mock trial participation and coordinating auditions and portfolio reviews in area high schools. Department of Physical Therapy and School of Social Work are allowing students to apply for early assurance admission.

Goal #3: Student Success

Dr. denBoer explained the undergraduate suspension policy and suspension appeal process. He presented data on full-time fall-to-spring retention rates for new freshman and new transfer students. The data showed new-transfer student retention had a modest improvement for Fall 2022.

Goal #4: Academic Affairs Budget Process

Empowering Deans to reallocate funds strategically and allowing them to prioritize new initiatives, savings strategies and one-time funding requests have been implemented to improve the budget process. Earlier budget development and timely faculty search approvals have also been implemented to improve the process.

Goal #5: Successful SACS Reaffirmation

Dr. denBoer introduced Dr. Jessica Stowell, the Director of Institutional Effectiveness and Quality Improvement, who presented an update on the SACSCOC on-site visit coming up March

27-30, 2023. Interviews and meetings will focus on off-campus sites, eight off-site findings, mandated on-site review-19 standards and the Quality Enhancement Plan (QEP).

The QEP is called RISE: Realizing Inclusive Student Excellence. The RISE QEP seeks to improve student learning and success through faculty development and fostering campus belonging. There are two components:

1. The RISE Faculty Institute will provide faculty development in active learning and inclusive teaching practices to 20 faculty members a year for five years.
2. The RISE Community Action Teams (R-CATs), based in each college, will be made up of faculty and students who collaborate to create events intended to increase students' sense of belonging.

ACADEMIC AFFAIRS INFORMATION ITEMS

A total of 34 faculty have been approved for promotion and five faculty members were awarded emeritus status.

FACULTY SENATE PRESENTATION

Faculty Senate President Kurt Gingrich provided an update on efforts to improve faculty and student retention. He also discussed the Faculty Senate Motion on LMS usage and how it pertains to the recommendation below to revise the Teaching & Research Faculty Handbook, Section 2.8: Class Administration.

ACTION ITEMS

Recommendation to Approve Tenure Recommendation for 2023-2024

Interim Provost and Senior Vice President for Academic Affairs Marten denBoer, Ph.D. presented the list of teaching and research faculty recommended for tenure for the 2023-2024 academic year. Following discussion, Dr. Fowlkes asked for a motion to approve the tenure recommendations for 2023-2024. Ms. Pompa so moved, Ms. Armentrout seconded, and the motion passed unanimously. A copy of the resolution is attached hereto as *Attachment A* and is made a part hereof.

Recommendation to Approve Revisions to the Teaching and Research Faculty Handbook, Section 2.8, Class Administration

Dr. denBoer presented a recommendation for changes to the Teaching and Research Handbook. The proposed changes require all faculty to make use of the university's web-based learning management system (LMS). Specifically, and as minimum expectation, all courses that enroll five or more students must have an active course shell that includes the current course syllabus, which must include the course title, prefix and number, grading criteria, mode of delivery and course policies and expectation. It must also include an active gradebook in which students can see scores/grades for all work that has been graded in course. Following discussion, Dr. Fowlkes asked for a motion to approve the revision to the Faculty Handbook. Mr. Lawrence so moved, Ms. Pompa seconded, and the motion passed unanimously. A copy of the resolution is attached hereto as *Attachment B* and is made a part hereof.

Recommendation to Approve Changing the Name of the School of Nursing to the College of Nursing

Dr. denBoer presented a recommendation to change the name of the School of Nursing to the

College of Nursing. This change more appropriately aligns with the administrative structure of that academic unit and will align with the Teaching and Research Faculty Handbook, significantly reducing the number of revisions needed for that document. Following discussion, Dr. Fowlkes asked for a motion to approve the name change to College of Nursing. Ms. Snyder-Falkinham so moved, Mr. Lawrence seconded, and the motion passed unanimously. A copy of the resolution is attached hereto as *Attachment C* and is made a part hereof.

ADJOURNMENT

With no further business to come before the Committee, the meeting adjourned at 2:24 p.m.

Respectfully submitted,

Rhonda D. Conner
Executive Assistant to the Provost

RADFORD UNIVERSITY
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE
March 23, 2023

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>
David S. Anderson	Department of Anthropological Sciences
Jamie Katherine Lau	Department of Biology
Kristina Roth Stefaniak	Department of Chemistry
Ryan Stacy Sincavage	Department of Geology
Md Shamim Sarker	Department of Mathematics and Statistics

COLLEGE OF HUMANITIES AND BEHAVIORAL SCIENCES

<u>Name</u>	<u>Department</u>
Kevin Patrick Farrell	RUC - Department of English
Courtney Watson	RUC - Department of English
Kathleen M. Arnold	Department of Psychology
Aysha Allison Bodenhamer	Department of Sociology

COLLEGE OF VISUAL AND PERFORMING ARTS

<u>Name</u>	<u>Department</u>
Stuart Tyler Robinson	Department of Art
Laura Kimball	Department of Design
Sekyung Jang	Department of Music

DAVIS COLLEGE OF BUSINESS AND ECONOMICS

<u>Name</u>	<u>Department</u>
Liang Shao	Department of Accounting, Finance and Business Law
Richard J. Gruss	Department of Management

WALDRON COLLEGE OF HEALTH AND HUMAN SERVICES

<u>Name</u>	<u>Department</u>
Elliot Donald Carhart	RUC - Department of Clinical Health Professions-Emergency Services
Arco Paul	RUC – Department of Physical Therapy
Sarah E. Johnson	RUC – Department of Public Health and Healthcare Leadership
Ali-Sha Alleman	School of Social Work

THEREFORE, BE IT RESOLVED, that the Academic Excellence and Research Committee recommends that the Board of Visitors approves the faculty Tenure Recommendations listed above to become effective the beginning of the 2023-2024 academic year.

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

March 23, 2023

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Research Committee recommends that the Board of Visitors approves, in accordance with §5.0 of the *Teaching and Research Faculty Handbook*, **Section 2.8: Class Administration** of the *Teaching and Research Faculty Handbook* as hereby amended. Said sections are to now read as follows:

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

Referred by: Campus Environment Committee

MOTION:

The Faculty Senate recommends the addition of language (**red type**) and the deletion of language (stricken through) in section 2.8 Class Administration of the T&R Faculty Handbook to read:

2.8 Class Administration

Faculty should meet all classes at the time and place indicated in the schedule of classes unless approval to change has been granted in advance by the Department Chair or Program Director and the Dean.

No classes are to be added or dropped except by the approval of the Chair or Program Director or Dean. Faculty members will inform students, in writing and in other media if appropriate to the course format, of their course requirements, attendance, and grading policies during the first week of the semester. 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 all examinations, materials, and criteria used in the grading process.

Regardless of the mode of course delivery, all faculty are expected to make use of the university's web-based learning management system (LMS). Specifically, and as a minimum expectation, all courses that enroll five or more students must have an active course shell that includes the following items:

1. The current course syllabus, which must include the course title, prefix and number, grading criteria, mode of delivery (e.g., online asynch, in-person, etc.), and course policies and expectations.
2. An active gradebook in which students can see scores/grades for all work that has been graded in course.

Original works prepared at student expense must be made available to the student at the conclusion of the semester during which the work was submitted.

Student examinations, papers, projects, and other materials used in determining grades should be retained by the professor for at least one semester after the course is offered unless these materials are returned to the student. All records of student grades should be retained and turned in to the Department Chair or Program Director upon leaving the employment of Radford University. A Change of Grade Form must be completed by the instructor and approved by the Dean before a grade can be officially changed in the Registrar's Office.

RATIONALE:

Radford University students come to our institution with changing expectations with regard to teaching and learning. The professoriate also evolves, with changing expectations and understandings of what constitutes competent teaching. The current motion reflects the fact that the General Faculty of Radford University believe that access to a web-based course shell with the listed components constitutes a norm of transparency and communication that students are entitled to expect. This motion is deliberately written with sensitivity to the issue of academic freedom; the requirement is strictly focused on providing a standard of communication and transparency for our students and carries no implications for the conduct or content of any course.

**RADFORD UNIVERSITY ACADEMIC EXCELLENCE AND RESEARCH COMMITTEE
MARCH 23, 2023**

**RESOLUTION TO CHANGE THE NAME OF THE SCHOOL OF NURSING TO THE
COLLEGE OF NURSING**

WHEREAS, the School of Nursing was previously known as the College of Nursing and Health Sciences (circa 1990) and the name was later changed to Waldron College of Health and Human Services; and

WHEREAS, in 2021, the School of Nursing separated from Waldron College of Health and Human Services and now functions as a standalone college in all respects, resulting in seven colleges within the University; and

WHEREAS, this change more appropriately aligns with the administrative structure of that academic unit and will align with the Teaching and Research Faculty Handbook, significantly reducing the number of revisions needed for that document; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Academic Excellence and Research Committee recommends that the Board of Visitors approves to change the name of the School of Nursing to the College of Nursing;

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).

End of Board of Visitors Materials

