



Board of Visitors

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

**Approved**

**MINUTES**

**Board Members Present**

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

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

**Board Member Absent**

Dr. Jay A. Brown

**Others Present**

Dr. Bret Danilowicz, President  
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President  
Dr. Dannette Gomez Beane, Vice President for Enrollment Management and Strategic Communications  
Dr. Rob Hoover, Vice President for Finance and Administration

Dr. Angela Joyner, Vice President for Economic Development and Corporate Education  
Ms. Susan Richardson, University Counsel  
Dr. Susan Trageser, Vice President for Student Affairs  
Dr. Bethany Usher, Provost and Senior Vice President for Academic Affairs  
Ms. Penny Helms White, Vice President for University Advancement

### **Call to Order**

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

### **Approval of Agenda**

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

### **Approval of Minutes**

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

### **President's Report**

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

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

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

### **Action Items**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **Action Items**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **CLOSED SESSION**

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

### **RECONVENED SESSION**

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

## Resolution of Certification

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

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

### **OTHER BUSINESS**

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

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

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

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

#### **Radford Tuition Promise**

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

### **ANNOUNCEMENTS**

January 24, 2024 Advocacy Day

March 21-22, 2024

June 6-7, 2024

July 21-23, 2024 Retreat

Sept. 5-6, 2024

Dec. 5-6, 2024

### **ADJOURNMENT**

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

Respectfully submitted,

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

## **President Danilowicz's Remarks**

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

### Academic Year Updates

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

### Government Relations and Advocacy

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

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

### Strategic Planning

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



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

### Rebranding

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

### Radford Tuition Promise

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

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

### Enrollment

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

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

**November 30, 2023**

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

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

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

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

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

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

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

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

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

**Referred by:** Governance

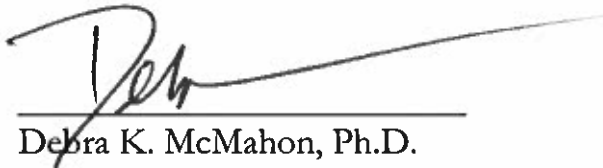
**MOTION:**

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

**RATIONALE:**

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

Approved: December 1, 2023



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



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

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

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

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

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

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

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

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

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

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

**Referred by:** Faculty Issues

**MOTION:**

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

**1.1.1 Tenured Faculty**

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

**1.1.2 Tenure-Track Faculty**

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

**1.1.5 Adjunct Faculty**

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

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

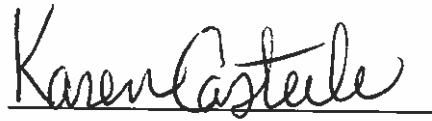
**RATIONALE:**

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

Approved: December 1, 2023



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



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

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

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

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

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

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

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

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

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

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

**Referred by:** Faculty Issues



**MOTION:**

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

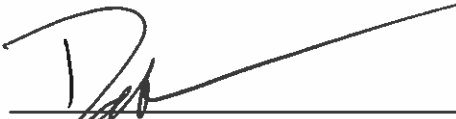
**1.1.3 Special Purpose Faculty**

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

**RATIONALE:**

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

Approved: December 1, 2023



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



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**November 30, 2023**

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

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

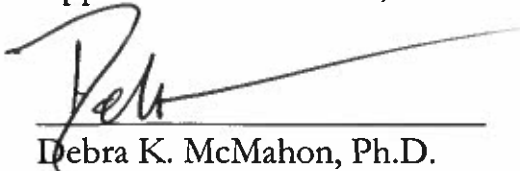
**WHEREAS**, Faculty in the Department of English and in the Department of Foreign Languages and Literatures have approved a proposal to merge the departments to form the School of Writing, Language, and Literature;


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

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

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

Approved: December 1, 2023

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

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

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

**November 30, 2023**

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

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

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

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

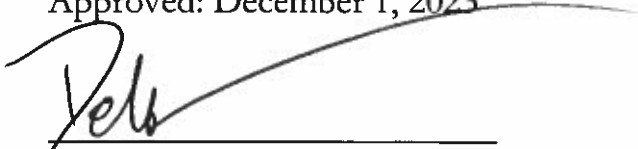
**WHEREAS**, the Psy.D. program was resource intensive. A minimum of 5 graduate faculty were required to offer the program. To compete with other psychology doctoral training programs in the Commonwealth, Psy.D. students received full financial support across their first three years in the Program; and

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

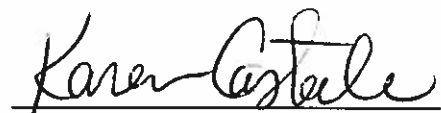
**WHEREAS**, the Psychology Department intends to develop the existing Clinical-Counseling Specialization of the Psychology, M.S. to meet the critical shortage of rural mental health care professionals;

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

Approved: December 1, 2023



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



Karen Castele  
Secretary to the Board of Visitors  
Radford University

### **Proposed Intent to Discontinue**

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

### **Background**

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

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

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

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

### **Critical Shortage Area**

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

### **Teach-out Plan**

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

### **“Stopped Out” Students**

There are currently no stopped out students within the program.

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

**Action Item**

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

**Item:**

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

**Background:**

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

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

**Action:**

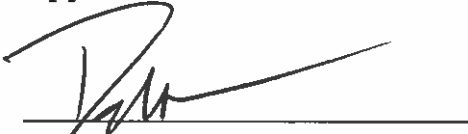
Radford University Board of Visitors delegates authority to appoint Trustees for the Radford University Retirement Benefit Restated Trust Agreement to the President.

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

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

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

Approved: December 1, 2023



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



Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

**Action Item**

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

**Item:**

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

**Background:**

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

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

**Action:**

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

**RADFORD UNIVERSITY BOARD OF VISITORS**

**Resolution**

**December 1, 2023**

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

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

Approved: December 1, 2023



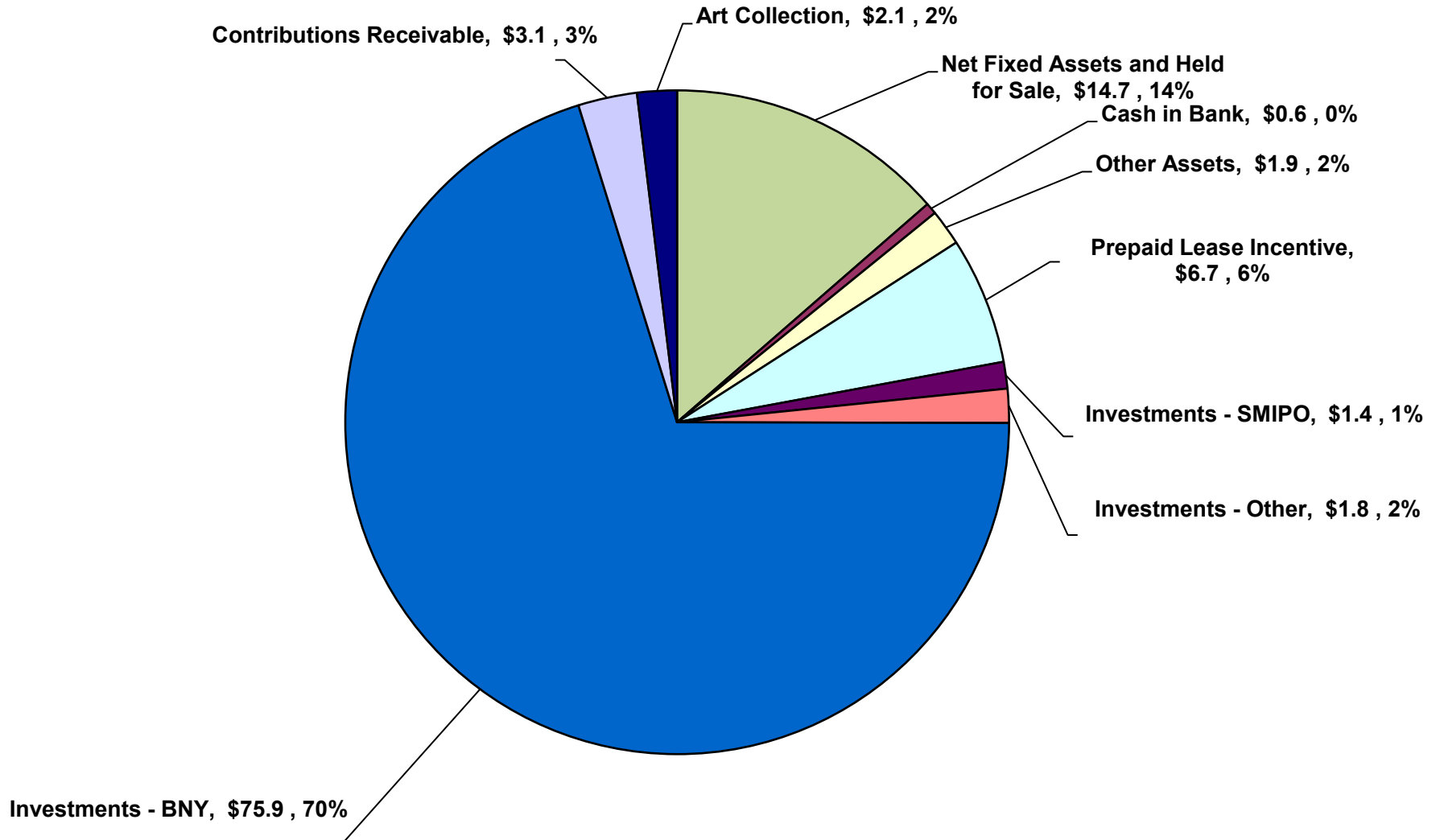
Debra K. McMahon, Ph.D.  
Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University



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




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

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

Approval of Radford University's Two-Year Strategic Plan

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

Approved: December 1, 2023



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

Rector

Radford University Board of Visitors



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Karen Castele


Secretary to the Board of Visitors

Radford University

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

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

Approved: December 1, 2023



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

Rector  
Radford University Board of Visitors



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Karen Castele  
Secretary to the Board of Visitors  
Radford University

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

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

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

Approved: December 1, 2023

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

Rector  
Radford University Board of Visitors



Karen Castele  
Secretary to the Board of Visitors  
Radford University

End of Board of Visitors Materials

