

# Executive Committee

September 8, 2023

**RADFORD UNIVERSITY**

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Board of Visitors

# RADFORD UNIVERSITY

Board of Visitors

**EXECUTIVE COMMITTEE MEETING**  
**8:00 A.M. \*\***  
**SEPTEMBER 8, 2023**  
**DEAN'S CONFERENCE ROOM**  
**KYLE HALL, THIRD FLOOR, RADFORD, VA**

**DRAFT**  
**AGENDA**

- **CALL TO ORDER** Dr. Debra K. McMahon, *Chair*
- **APPROVAL OF AGENDA** Dr. Debra K. McMahon, *Chair*
- **APPROVAL OF MINUTES** Dr. Debra K. McMahon, *Chair*
  - June 9, 2023, July 24, 2023
- **PRESIDENT'S REMARKS** Dr. Bret Danilowicz, *President*
- **COMMITTEE DISCUSSION/UPDATES** Dr. Debra K. McMahon, *Chair*
- **OTHER BUSINESS** Dr. Debra K. McMahon, *Chair*
  - Ratify Selection of Vice President Beane
- **ADJOURNMENT** Dr. Debra K. McMahon, *Chair*

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

**EXECUTIVE COMMITTEE:**

Dr. Debra K. McMahon, Rector  
Mr. Marquett Smith, Vice Rector  
Mr. Robert A. Archer, (Ex officio)  
Ms. Jeanne Armentrout, (AESSC)  
Mrs. Jennifer Wishon Gilbert, (EMBEC)  
Mr. Tyler W. Lester, (BAAC)  
Ms. Lisa W. Pompa, (EEC)  
Mr. David A. Smith, (SAAC)

# Minutes

**RADFORD UNIVERSITY**

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Board of Visitors

# RADFORD UNIVERSITY

Board of Visitors

**EXECUTIVE COMMITTEE MEETING**  
**8:00 A.M.**  
**JUNE 9, 2023**  
**DEAN'S CONFERENCE ROOM**  
**KYLE HALL, THIRD FLOOR, RADFORD, VA**

**DRAFT**  
**MINUTES**

**COMMITTEE MEMBERS PRESENT**

Dr. Debra K. McMahon, Rector  
Dr. Jay A. Brown, Vice Rector  
Mr. Robert A. Archer, (Ex officio)  
Mr. Mark S. Lawrence, (EEC)  
Mr. David A. Smith, (SAAC)  
Mr. Marquett Smith, (BAAC)  
Ms. Lisa Throckmorton, (EMBEC)

Ms. Lisa W. Pompa (AESSC) contacted Board of Visitors Rector Debra K. McMahon prior to the meeting to inform her that a personal matter would prevent her from attending the meeting in person. Ms. Pompa participated by electronic communication from her home.

**OTHERS PRESENT**

Dr. Bret Danilowicz, President  
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President  
Mr. Mike Melis, Senior Assistant Attorney General, Office of the Attorney General

**CALL TO ORDER**

Dr. Debra K. McMahon, Rector, called the meeting to order at 8:00 a.m. in the Dean's Conference Room in Kyle Hall.

**APPROVAL OF AGENDA**

Rector McMahon asked for a motion to approve the June 9, 2023 meeting agenda, as published. Mr. Mark Lawrence so moved, Mr. Marquett Smith seconded, and the motion carried unanimously.

**APPROVAL OF MINUTES**

Rector McMahon asked for a motion to approve the March 24, 2023 minutes of the Executive Committee meeting. Mr. David Smith so moved, Mr. Lawrence seconded, and the motion carried unanimously.

**PRESIDENT'S COMMENTS**

President Bret Danilowicz provided an update on recent university activities, staffing changes and the recent visit from a delegation of state leadership. President Danilowicz shared his thoughts on

the upcoming strategic planning process and is optimistic that the outcomes will provide measurable outcomes and expanded opportunities for students.

### **COMMITTEES DISCUSSION**

Rector McMahon asked if anyone had information from the committee meetings that they would like to share. Mr. Marquett Smith discussed briefly the importance of the six-year planning process that was discussed during his committee meeting and looks forward to the continued work related to the plan.

### **CLOSED SESSION**

Rector McMahon requested a motion to move into closed session. Dr. Jay Brown made the motion that the Executive Committee of the Radford University Board of Visitors convene a closed session pursuant to Section 2.2-3711 (A) Item 1 and 8 under the Virginia Freedom of Information Act for the discussion of personnel matters related to the president's performance plan and evaluation, and consultation with legal counsel related to these matters. Mr. Lawrence seconded the motion and. The Executive Committee went into closed session at 8:44 a.m.

### **RECONVENED SESSION**

On the motion made by Dr. Brown and seconded by Mr. David Smith, the following resolution of certification was approved by a roll call vote.

#### **Resolution of Certification**

BE IT RESOLVED, that the Executive Committee of 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 |
|-------------------------------|------|
| Dr. Jay A. Brown, Vice Rector | Yes  |
| Mr. Robert A. Archer          | Yes  |
| Mr. Mark Lawrence             | Yes  |
| Ms. Lisa Pompa                | Yes  |
| Mr. David Smith               | Yes  |
| Mr. Marquett Smith            | Yes  |
| Ms. Lisa Throckmorton         | Yes  |
| Dr. Debra K. McMahon, Rector  | Yes  |

The resolution of certification was unanimously adopted.

### **OTHER BUSINESS**

#### **RECOMMENDATION FOR APPROVAL OF EVALUATION AND COMPENSATION**

Rector McMahon asked for a motion to recommend to the Board of Visitors approval of the Performance Plan for 2023-2024 and compensation. Ms. Throckmorton so moved, Mr. Marquett Smith seconded, and the motion carried unanimously. A copy of the resolution is attached hereto as *Attachment A* and is made a part hereof.

**ADJOURNMENT**

With no further business to come before the Committee, the meeting adjourned at 9:00 a.m.

Respectfully submitted,

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

**Radford University Board of Visitors  
Resolution**

**Performance Plan for 2022-2023  
President Bret Danilowicz**

**Now Therefore Be It Resolved**, that the Board of Visitors hereby approves payment for the completion of President Bret Danilowicz's 2022-2023 Performance Plan, as discussed in closed session on June 9, 2023, and that said performance plan pursuant to Section E of the Employment Agreement with President Bret Danilowicz, dated December 7, 2021, is considered a personnel record.

# RADFORD UNIVERSITY

Board of Visitors

## EXECUTIVE COMMITTEE MEETING

7:30 A.M.

JULY 24, 2023

THE HOTEL ROANOKE & CONFERENCE CENTER  
110 SHENANDOAH AVENUE, ROANOKE, VA

### **DRAFT** **MINUTES**

#### **COMMITTEE MEMBERS PRESENT**

Dr. Debra K. McMahon, Rector  
Mr. Marquett Smith, Vice Rector  
Mr. Robert A. Archer, (Ex officio)  
Ms. Jeanne Armentrout, (AESSC)  
Mrs. Jennifer Wishon Gilbert, (EMBEC)  
Mr. Tyler W. Lester, (BAAC)  
Ms. Lisa W. Pompa, (EEC)  
Mr. David A. Smith, (SAAC)

#### **OTHERS PRESENT**

Dr. Bret Danilowicz, President  
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President  
Mr. Steve Capaldo, Office of the Attorney General

#### **CALL TO ORDER**

Dr. Debra K. McMahon, Rector, called the meeting to order at 7:30 a.m. in the Blue Ridge Boardroom. Rector McMahon welcomed new members and thanked the committee chairs for agreeing to serve during the upcoming year.

#### **COMMITTEES DISCUSSION AND PLANNING FOR UPCOMING YEAR**

Rector McMahon emphasized that with the important work needing to be accomplished, she would like to take this time for members to share what they see as the most important aspects for working together in the year ahead.

Committee members shared thoughts on working cohesively, how to make meetings more efficient and the importance of supporting the President and working together to move the university forward.

#### **ADJOURNMENT**

With no further business to come before the Committee, the meeting adjourned at 7:55 a.m.

Respectfully submitted,

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



# End of Board of Visitors Materials

