



Executive Committee

8:00 a.m. **

March 22, 2024

Roanoke Higher Education Center, Room 510E, 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)
Mr. David A. Smith, (SAAC)

Committee Member Absent

Ms. Lisa W. Pompa, (EEC)

Others Present

Dr. Bret Danilowicz, President
Ms. Karen Casteel, Secretary to the Board of Visitors and Special Assistant to the President
Ms. Susan Richardson, University Counsel
Dr. Bethany Usher, Provost and Senior Vice President for Academic Affairs
Ms. Betsy D. Beamer, Board Member
Ms. Joann S. Craig, Board Member
Dr. Betty Jo Foster, Board Member

Call to Order

Dr. Debra K. McMahon, Rector, called the meeting to order at 8:02 a.m. in Room 510E in the Roanoke Higher Education Center.

Approval of Agenda

Rector McMahon asked for a motion to approve the March 22, 2024 meeting agenda, as published. Mr. Marquett Smith so moved, Mr. Tyler Lester seconded, and the motion carried unanimously.

Approval of Minutes

Rector McMahon asked for a motion to approve the December 1, 2023 minutes of the Executive Committee meeting. Mr. Marquett Smith so moved, Mr. Tyler Lester seconded, and the motion carried unanimously.

President's Remarks

President Bret Danilowicz shared updates on the planning of the annual summer retreat, including the upcoming six-year strategic plan and discussed best practices for onboarding new members.

Committee Discussion and Updates

Rector McMahon asked the committee chairs if they had information that they would like to share or if it could wait until the full board meeting. Members discussed the importance of being prepared ahead of the committee meetings.

Other Business

Rector McMahon shared the process for the upcoming election of Rector and Vice Rector and named the Nominating Committee, which includes David Smith, as chair, Jennifer Wishon Gilbert and Bob Archer. The Committee Chair will have a call for nominations on May 1 and it will be open for 10 days. The Nominating Committee will bring forward the recommendations at the June meeting for voting on the Rector and Vice Rector to serve 2024-2025.

Adjournment

With no further business to come before the committee, the meeting adjourned at 8:39 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

