

**RADFORD UNIVERSITY**  
**BOARD OF VISITORS**  
**ACADEMIC AFFAIRS COMMITTEE MEETING**

**May 3, 2012, 2 pm**  
**Board Room, Martin Hall**  
**Radford University**

**APPROVED**

**MINUTES**

**COMMITTEE MEMBERS PRESENT:**

Mr. Milton Johns, Chair  
Mr. Thomas E. Fraim, Jr., Vice Chair  
Mr. Anthony Bedell  
The Honorable J. Brandon Bell  
Mr. René Fonseca  
Mr. Stephen Musselwhite, Rector  
Mr. Mark R. Pace, Vice Rector  
Dr. Richard Roth, (Non-Voting Faculty Representative to the Board)

**BOARD MEMBERS PRESENT:**

Ms. Nancy Artis  
Mr. Stephan Cassaday  
Mr. Matthew B. Crisp  
Ms. Sandra C. Davis  
Mr. Darius Johnson  
Ms. Megan Rhodes (Student Representative; non-voting, advisory member)  
Mr. Ronald R. Wesley  
Ms. Linda K. Whitely-Taylor

**OTHERS PRESENT:**

President Penelope W. Kyle  
Provost Sam Minner  
Radford University faculty and staff members, guests

**CALL TO ORDER**

Mr. Milton Johns, Chair of the Committee, formally called the meeting to order at 2:00pm, Thursday, May 3, 2012 in Martin Hall Boardroom.

**APPROVAL OF AGENDA**

Mr. Milton Johns, Chair, asked for a motion to approve the May 3, 2012 meeting Agenda as published prior to the meeting. Mr. Mark Pace made the motion, Mr. René Fonseca seconded the motion, and the motion carried unanimously.

## **APPROVAL OF MINUTES**

Mr. Milton Johns, Chair, asked for a motion to approve the minutes from the February 7, 2012 meeting of the Academic Affairs Committee, as distributed. Mr. Stephen Musselwhite made the motion to approve the committee minutes and Mr. Mark Pace seconded the motion, which carried unanimously.

## **Report from the Faculty Representative to the BOV**

**Dr. Rick Roth**

- SACS Reaffirmation visit is now complete. Team members had many good things to say about RU, but several issues must be addressed, most notably, academic assessment. The QEP part of the SACS Reaffirmation is going well. We are now in the implementation stage with Dr. Erin Webster Garrett leading the way. Six student scholarships were awarded based on essay's titled "How are you a Scholar Citizen?" Faculty and administration both understand that more resources and time will have to be devoted to assessment. Provost Minner has put forward a plan to improve academic assessment on the campus.
- Deans were given goals to increase the number of grant submissions this past year and services to support grant submission have increased in the Office of Sponsored Programs and Grants Management. Overall, the perception is the amount of support has increased for external grant submissions. There has been some minimal resistance from faculty who just want to teach and have limited or no interest in external funding.
- Faculty Senate is wrapping up for this year and has passed a number of motions.

## **ACTION ITEMS**

**Dr. Sam Minner**

### **Tenure Recommendation**

The Academic Affairs Committee of the Board of Visitors recommends approval of the Resolution for Faculty Tenure to the Board of Visitors. The Resolution of Tenure Recommendations shall be attached hereto as Attachment A.

## **REPORTS/UPDATES**

**Dr. Sam Minner**

- **Promotion of Faculty**

A list of 31 faculty who will be promoted effective Fall 2012 was presented in the packet as an informational item. *Faculty Promotions* shall be attached hereto as Attachment B.

- **Emeritus Faculty**

- Criteria for the awarding of emeritus faculty status are:
  - a minimum of ten years of service to Radford University;
  - evidence of effective teaching; and
  - significant professional contributions.
- The privileges and responsibilities attached to emeritus status include:

- the use of the library;
  - use of those athletic facilities available to regular faculty;
  - use of a university computer account;
  - a Radford University identification card and special event discounts available with it;
  - attendance at University functions that are open to all regular faculty.
- Based on recommendations from the Department Personnel Committee, the Department Chair, the College Dean, and the Provost, the President has awarded emeritus status this spring to two retired faculty. Faculty being awarded faculty emeritus status are:

Dr. Claire Waldron	Communication Science and Disorders
Dr. Sarah S. Strauss	School of Nursing

- **Enrollment Report**

Dr. Minner paid special recognition to the Admissions staff and Mr. James Pennix who have worked hard this year to meet enrollment targets. A report was included in the packet given to the committee that reported an overall increase in numbers. *Enrollment Report* shall be attached hereto as Attachment C. Mr. Cassaday requested that Dr. Minner make available the data on the economics associated with out-of-state students compared to in-state students.

- **SACS Reaffirmation**

The SACS on-site team visited RU campus in March. The visit went well. During the exit interview with the Site Team the following issues were noted:

- A small number of faculty were noted as not being qualified to teach in the discipline they are currently teaching. As an example, one faculty member does not have a terminal degree to teach in the discipline in which she is teaching but she has written book and published in the discipline.
- Evaluation of Adjunct faculty was an area that was noted as being deficient. Provost Minner and the Deans have already developed an adjunct evaluation form and it will be implemented in this semester.
- Assessment – There is a need to do much more in the area of academic assessment. Provost Minner has a plan for addressing this issue and it will be a focus in the upcoming year.

- **Adjunct Evaluation**

The form has been developed and the evaluation process is being implemented this spring.

- **Sponsored Programs and Grants Management Report**

Provost Minner reported that one the very first items he addressed in the fall was grant submissions by faculty. He wanted to set modest goals for number of grant submissions. The number of submissions for this academic year is up and requested dollars are up as well.

- **Personnel Update**

- An offer has been made to one of the two candidates brought to campus for the Vice Provost for Enrollment Management position; and
  - Interviews have been ongoing in the search for the Dean of Waldron College of Health and Human Services. Provost Minner expects to take his recommendation for an offer to President Kyle in the next several weeks.
- Provost Minner reported that two focus areas this year have been International Education and the Honors Academy. Task Forces were formed for each program and consultants were brought to campus. Provost Minner and the Deans will look at the findings and make further decisions about these two programs this summer.
  - Provost Minner implemented a Leadership Internship program this year in which a faculty member is chosen and works with the Leadership Team for two semesters. The first person chosen was Dr. Erin Webster Garrett.
  - Provost Minner reported that next year his focus will be on Assessment and Retention.
  - College Updates were included in the packet given to the committee. *College Updates* shall be attached hereto as Attachment D.

## **OTHER**

- President Kyle distributed a handout noting that Radford University was recognized by SCHEV for its GAMeS Lab.

## **ADJOURNMENT**

With no further business to come before the committee, Mr. Milton Johns, Chair, adjourned the meeting at 3:00pm.

Respectfully Submitted,  
Vickie Stewart Taylor  
Executive Assistant to the Provost