

**Document Title**

Annual Executive Summary of the Board of Visitors of Radford University pursuant to §23.1-1303 of the Code of Virginia

**Author**

Board of Visitors of Radford University

**Enabling Authority**

Chapter 588 of the 2016 Acts of Assembly repealed Title 23 and replaced it with Title 23.1 of the Code of Virginia relating to Board of Visitors governance.

This report is specifically required by §23.1-1303.

**Executive Summary:**

Annual Executive Summary of the interim activity and work of the Board of Visitors during 2017 in accordance §23.1-1303. Questions regarding the Executive Summary can be addressed to Ashley Schumaker, Chief of Staff, Office of the President, (540) 831-5370, [aschumaker@radford.edu](mailto:aschumaker@radford.edu).

The Board of Visitors has taken multiple actions to ensure compliance with the provisions of the legislation as described below:

**I. Members of the Board of Visitors of Radford University**

Current members and their term expiration dates:

Mr. Mark S. Lawrence, Rector, (Term expires June 30, 2019)  
Mr. Randolph J. Marcus, Vice Rector, (Term expires June 30, 2019)  
Mr. Robert A. Archer, (Term expires June 30, 2020)  
Dr. Jay A. Brown, (Term expires June 30, 2020)  
Mr. Gregory A. Burton, (Term expires June 30, 2021)  
Ms. Krisha Chachra, (Term expires June 30, 2018)  
Dr. Rachel D. Fowlkes, (Term expires June 30, 2020)  
Ms. Mary Ann Hovis, (Term expires June 30, 2019)-Deceased August 2017  
Dr. Susan Whealler Johnston, (Term expires June 30, 2018)  
Mr. James R. Kibler, Jr., (Term expires June 30, 2021)  
Dr. Deb McMahon, (Term expires June 30, 2020)  
Ms. Karyn K. Moran, (Term expires June 30, 2021)  
Mr. Steve A. Robinson, (Term expires June 30, 2018)  
Dr. Javaid Siddiqi, Vice Rector, (Term expires June 30, 2018)  
Ms. Georgia Anne Snyder-Falkinham, (filled unexpired term of Ann Segaloff, who resigned Aug 25, 2016, Term expires June 30, 2020)

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## Calendar 2017 Yearly Board of Visitors Report

Ms. Lisa Throckmorton, (filled unexpired term of Mary Ann Hovis, who passed away August 2017, Term expires June 30, 2019)

The following are appointed by Radford University's Board of Visitors:

Dr. Jason Fox (non-voting) Faculty Advisory Representative to the Board of Visitors, (Term expires June 30, 2018)

Ms. Jessica Wollmann, (non-voting) Student Advisory Representative to the Board of Visitors, (Term expires June 30, 2018)

### II. Actions taken in compliance with §23.1-1301. Public access to information.

The goal of the Board of Visitors of Radford University is to operate in a transparent manner as provided for in Section 23.1-1301, as evidenced by the following:

- 1) Held quarterly Board meetings on the following dates (February 17, 2017; May 5, 2017; September 15, 2017; and December 8, 2017) all of which were open to the public, notice was provided pursuant to §2.2-3707 of the Code of Virginia, and the agendas and minutes were published pursuant to state law.

Any business that was conducted in a closed session was done pursuant to the Virginia Freedom of Information Act (Section 2.2-3700 et seq.). Minutes of the meetings can be found at <http://www.radford.edu/content/bov/home/meetings/minutes.html>.

In addition, an attorney from the Office of the Attorney General attended each meeting.

- 2) Held a Mini Retreat, May 4, 2017 and a Retreat on July 10-11, 2017. Both were open to the public, notice was provided pursuant to §2.2-3707 of the Code of Virginia, and agenda and minutes were published pursuant to state law.

Minutes of the meetings can be found at:

<http://www.radford.edu/content/bov/home/meetings/minutes.html>.

In addition, an attorney from the Office of the Attorney General attended the retreats.

- 3) Held Quarterly Committee Meetings of the following committees on the dates set forth:

Academic Affairs Committee meetings held: February 16, 2017; May 4, 2017; September 14, 2017; and December 7, 2017.

University Advancement, University Relations and Enrollment Management Committee meetings held: February 16, 2017; May 4, 2017; September 14, 2017; and December 7, 2017.

Business Affairs and Audit Committee meetings held: February 16, 2017; May 4, 2017; September 14, 2017; and December 7, 2017.

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## Calendar 2017 Yearly Board of Visitors Report

Executive Committee meetings held: February 17, 2017; May 5, 2017; July 10, 2017; September 15, 2017; and December 8, 2017.

Governance, Athletics and Administration Committee meetings held: February 16, 2017; May 4, 2017; September 14, 2017; and December 7, 2017.

Student Affairs Committee meetings held: February 16, 2017; May 4, 2017; September 14, 2017; and December 7, 2017.

All of the meetings listed above were open to the public, notice of the meetings were provided pursuant to §2.2-3707 of the Code of Virginia, the agendas and minutes of all meetings were published pursuant to state law. Any business that was conducted in a closed session was done pursuant to the Virginia Freedom of Information Act (Section 2.2-3700 et seq.). Minutes of the meetings can be found on Radford University's website at: <http://www.radford.edu/content/bov/home/meetings/minutes.html>.

In addition to the meetings listed above, several Board of Visitors members attended the Spring Commencement Ceremony, May 6, 2017 and the State of the University Address, October 6, 2017.

An attorney from the Office of the Attorney General attended various Committee meetings and was available to all Committees for consultations, as needed.

### III. Actions taken in compliance with §23.1-1303 Boards of Visitors; Bylaws.

There were no changes to the Bylaws in 2017. The Bylaws are posted on Radford University's website at: <http://www.radford.edu/content/bov/home/by-laws.html>.

### IV. Actions taken in compliance with §23.1-1303 Boards of Visitors; Annual meeting with the president of the institution.

Pursuant to §23.1-1303 and in accordance with the Bylaws of the Board of Visitors of Radford University, the Board does meet annually with the President concerning his/her review.

President Brian O. Hemphill previewed initiatives for the 2017-2018 academic year with Board of Visitors members at the May 4, 2017 Mini Retreat and the July 9-10, 2017 Retreat. President Hemphill also provided data and benchmarks regarding performance for the 2016-2017 academic year at the May 5, 2017 Executive Committee meeting. Strategies and outcomes were discussed.

### V. Actions taken in compliance with §23.1-1306 Boards of Visitors; Executive Committee

The Board receives periodic training on the Virginia Freedom of Information Act, the latest being at its December 8, 2017 Board meeting, and each member of the Board of Visitors takes the Virginia Conflict of Interest Training every two years. In addition, three new members were appointed to the Radford University Board of Visitors on July 1, 2017.

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## Calendar 2017 Yearly Board of Visitors Report

Two new members attended the mandatory orientation-training program presented by the State Council of Higher Education for Virginia (SCHEV) on October 24-25, 2017.

In addition, on July 28, 2017, Radford University conducted a one-day orientation session for new members to the Board of Visitors, prior to the September meeting. The following items were discussed:

- Radford Univeristy Enabling Statute
- Radford Univeristy Administration and Unit Function
- Radford Univeristy Budget
- Radford Univeristy Board of Visitors Bylaws
- Radford Univeristy Statement on Governance
- General Information on Per Diem/Lodging/Travel Reimbursement
- Resource Material
- Overview of Internal Audit

The Board has always conducted periodic reviews of its Bylaws and has made amendments as were required by that review, the latest being the review conducted in 2016, which culminated with the amendments adopted on November 11, 2016.