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December 31, 2022

Division of Legislative Automated Systems (DLAS)
900 E. Main Street
Pocahontas Building, Suite W528
Richmond, Virginia 23219

Attn: Legislative Documents and Reports Processing

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

To Whom It May Concern:

Pursuant to §23.1-1303 of the Code of Virginia, on behalf of the Radford University Board of Visitors I am herewith enclosing the Annual Executive Summary of the Board of Visitors of Radford University for filing.

Contact information for this report is as follows:

Name: Karen B. Castele
Secretary to the Board of Visitors and Special Assistant to the President
Telephone Number: 540-831-5426
Email address: kcasteel@radford.edu

Sincerely,

Karen B. Castele
Secretary to the Board of Visitors and Special Assistant to the President
Office of the President
Radford University

**Document Title**

Annual Executive Summary of the Radford University Board of Visitors

Author

Board of Visitors, Radford University

Enabling Authority

Code of Virginia §23.1-1300 through 1310 and §23.1-2100 through 2104.

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 2022 in accordance to §23.1-1303. Questions regarding the Executive Summary can be addressed to Karen Casteel, Secretary to the Board of Visitors, Office of the President, (540) 831-5426, kcasteel@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 Radford University Board of Visitors

Current members and their term expiration dates:

Dr. Deb McMahon, Rector, (Term expires June 30, 2024)

Dr. Jay A. Brown, Vice Rector, (Term expires June 30, 2024)

Mr. Robert A. Archer, Rector, (Term expires June 30, 2024)

Ms. Jeanne S. Armentrout, (Term expires June 30, 2026)

Dr. Rachel D. Fowlkes, (Term expires June 30, 2024)

Mrs. Jennifer Wishon Gilbert, (Term expires June 30, 2026)

Mr. Mark S. Lawrence, (Term expires June 30, 2023)

Mr. Tyler W. Lester, (Term expires June 30, 2025)

Mr. George Mendiola, (Term expires June 30, 2026)

Ms. Lisa W. Pompa, (Term expires June 30, 2025)

Mr. David A. Smith, (Term expires June 30, 2023)

Mr. Marquett Smith, (Term expires June 30, 2025)

Ms. Georgia Anne Snyder-Falkinham, (Term expires June 30, 2024)

Ms. Lisa Throckmorton, (Term expires June 30, 2023)

Mr. James C. Turk, (Term expires June 30, 2026)

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The following are appointed by the Radford University Board of Visitors:
Dr. Kurt Gingrich, (non-voting) Faculty Advisory Representative to the Board of Visitors, (Term expires June 30, 2023)
Ms. Michaela Baker, (non-voting) Student Advisory Representative to the Board of Visitors, (Term expires June 30, 2023)

II. Actions taken in compliance with §23.1-1301, § 2.2-3711 and §2.2-3712.

The goal of the Board of Visitors of Radford University is to operate in a transparent manner as evidenced by the following:

- 1) Held Quarterly Board Meetings on the following dates 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: February 11, 2022; April 29, 2022; September 9, 2022; and December 2, 2022.

Any business that was conducted in a closed session was done pursuant to the Virginia Freedom of Information Act (§2.2-3700 et seq.). Minutes of the meetings can be found at <https://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 Board Retreat on July 25-26, 2022. Both days 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 <https://www.radford.edu/content/bov/home/meetings/minutes.html>.

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

- 3) Held a budget overview and public comment session on April 14, 2022. The proposed 2022-2023 financial overview was presented followed by an opportunity for the public to comment on the proposed tuition and fees.
- 4) Held committee meetings of the following committees on the dates set forth:

Academic Excellence and Research Committee meetings held: February 10, 2022; April 28, 2022; September 8, 2022 and December 1, 2022.

Advancement, University Relations and Enrollment Management Committee meetings held: February 10, 2022; April 28, 2022; September 8, 2022 and December 1, 2022.

Business Affairs and Audit Committee meetings held: February 10, 2022; April 28, 2022; September 8, 2022 and December 1, 2022.

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Executive Committee meetings held: February 11, 2022; April 29, 2022; June 13, 2022; July 26, 2022; September 8, 2022; September 9, 2022; September 9, 2022; and December 2, 2022.

Governance, Administration and Athletics Committee meetings held: February 10, 2022; April 28, 2022; September 8, 2022 and December 1, 2022.

Student Success Committee meetings held: February 10, 2022; April 28, 2022; September 8, 2022 and December 1, 2022.

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 (§2.2-3700 et seq.). Minutes of the meetings can be found on Radford University's website at <https://www.radford.edu/content/bov/home/meetings/minutes.html>.

5) At the April 29, 2022 meeting, the Board approved a statement, which complies with House Bill 2120 passed in 2021 and included a SCHEV directive, that states Radford University will provide the public with real-time electronic access to regularly-scheduled meetings of its full Board of Visitors that take place in the usual location for such meetings.

An attorney from the Office of the Attorney General attended 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 and §2.2-3708.3; Electronic Communication.

At the December 2, 2022 meeting, the Board approved Bylaw changes including the removal of standing committees, except for the Executive Committee; updated the language for individuals participating by telecommunications means; and added the Board's statutory obligation for holding all-virtual meetings.

The Bylaws are posted on Radford University Board of Visitors website at <https://www.radford.edu/content/bov/home/board-manual.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 review.

President Bret Danilowicz began his tenure as Radford University President on July 1 2022. The Board met with him at the July 25-26, 2022 and approved a Performance Plan for the upcoming year.

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

At the July 25-26, 2022 Retreat, the Executive Committee began discussions on the effectiveness of the current Committee structure and the University operations and priorities. After a 6-month collaborative process, the Executive Committee approved and recommended to the full Board a new committee structure at the December 2, 2022 meeting. The new structure is effective with the March 2023 meetings.