

LONGWOOD UNIVERSITY BOARD OF VISITORS
Friday and Saturday, December 5 and 6, 2008

Minutes

Call to order

The Longwood University Board of Visitors met on Friday, December 5, 2008, on the campus of Longwood University. The meeting was called to order at 8:46 a.m. by Ms. Marge Connelly, Rector of the Board.

Members present:

- Mr. John B. Adams, Jr.
- Ms. M. Jane Brooke
- The Honorable Otis L. Brown
- Mr. Barry J. Case
- Ms. Marjorie M. Connelly
- The Honorable John W. Daniel, II
- Mr. George W. Dawson
- Mr. Robert E. Frye, Sr.
- Mr. Chin Han Kim
- Mrs. Susan E. Soza
- Dr. Helen P. Warriner-Burke

Member absent was:

- Mr. Thomas I. DeWitt

Present at the request of the Board:

- Dr. Patricia Cormier, President
- Ms. Jeanne Hayden, Secretary to the Board of Visitors
- Dr. Kenneth Marcus, President, Foundation Board
- Ms. Caitlin Revene, Student Representative to the Board
- Dr. Pamela Tracy, Faculty Representative to the Board of Visitors

Present at the request of the President:

- Ms. Brenda Atkins, Executive Assistant to the President for Governmental Affairs and Special Projects
- Mr. Richard Bratcher, Vice President for Facilities Management
- Dr. Wayne McWee, Provost and Vice President for Academic Affairs
- Dr. Francis Moore, III, Vice President for Information and Instructional Technology Services and Chief Information Officer
- Dr. Tim Pierson, Vice President for Student Affairs and Public Safety
- Mr. Craig Rogers, Vice President for University Advancement
- Ms. Kathy Worster, Vice President for Administration and Finance

Also present were:

- Faculty Representatives:
- Dr. Linwood Cousins

Dr. Keith Rider

Student Representatives:

Ms. Ashley Jarrett

Mr. Stephen Lee

Mr. Cameron Patterson

Rector's Report

Ms. Connelly introduced and welcomed the faculty and student representatives to the Board meeting. She then reported on information that she presented to the State Council of Higher Education for Virginia orientation for new Board members. (A copy of this information is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Handout 1, December 5, 2008.) Ms. Connelly stressed the importance of fiduciary and budgetary responsibilities of Boards of Visitors, as well as the current challenges. She requested that the University put together a report that describes the strategies and key initiatives related to cost reduction/cost avoidance and present this report to the Board at its March 2009 meeting.

The Rector reported that the Executive Committee approved a resolution to reimburse to reimburse the cost of certain capital expenditures from bond proceeds and also approved a utility easement, granting Virginia Electric and Power Company (d/b/a Dominion Power) an easement directly south of Madison Street running between the borders of Griffin Boulevard and Venable Street.

President's Report

Dr. Cormier introduced the new Internal Auditor, Mr. Murray to the Board. She announced that the University has been receiving favorable reaction to the completed master plan. The President presented a report on the state of the economy and the impact of the current budget cuts and the potential future cuts to Longwood's budget. She also reported that the economic downturn has taken a drastic toll on the University's endowment and has also impacted the current campaign.

The President stated that one area of focused fundraising has been the nursing program and that the University has been receiving considerable interest in this program. She hopes to secure funding from the Governor's budget as well as the Tobacco Commission. Dr. Cormier and Ms. Atkins have scheduled several legislative visits in Northern Virginia for the upcoming week, one of which is with Senator Webb. She plans to have discussions with him about the Nursing Program, a Sustainable Logistics Center at Fort Lee and STEM learning in Southside Virginia.

She reported that she has been discussing with legislators concerns about the expense of filing reports required by the State. The President stated that some of these reports are often duplicated. She went on to report that in August, President Bush signed into law the Higher Education Act. This new law requires 100 new record keeping requirements to include: fire safety, missing students, illegal peer to peer file sharing, textbook and course schedules, readmission procedures for veterans, services for students with intellectual disabilities, foreign gifts, etc. She expressed concern about the added expense to manage these new requirements.

Dr. Cormier reported that retention is expected to rise and that applications for the Fall 2009 semester have increased compared to earlier years.

She concluded her report by informing the Board that she attended the American Association of State Colleges and Universities conference in Williamsburg, Virginia where she gave a keynote speech “An Expression of the American Mind: Citizen Leaders in the Global Marketplace”. Her speech highlights Longwood’s commitment to the preparation of citizen leaders for the common good. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 1, December 5, 2008.)

Business

Consent Agenda

Item 1 – Approval of Consent Agenda

Ms. Connelly presented to the Board for its approval two items on the consent agent: the minutes for the September 12 & 13, 2008 Board meeting and approval of revisions and deletions of policies for Information and Instructional Technology. A motion was made by Mr. Case to approve the items on the consent agenda as presented. The motion was seconded by Mrs. Soza and unanimously approved by the Board. (A copy of these items is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 2, December 5, 2008.)

Audit

Item 2 - Update on Internal Audit Activities

An update on Internal Audit activities was presented by Mrs. Lindsay. Mrs. Lindsay reported that the issuance date for the Capital and Planning Construction Report has been changed to January 15, 2009. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 3, December 5, 2008.)

Administration, Finance, Facilities and Technology

Item 3 - Presentation on Virginia Prepaid Education Plan

Ms. Mary Morris, Executive Director of the Virginia Prepaid Education Plan, presented a powerpoint presentation. The report included: the status of the plan given the current downturn in the economy, a description of the 529 plan and its benefits, and the future plans for the organization. (A copy of this presentation is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 4, December 5, 2008.)

Item 4 - Approval of Request for Funds from Auxiliary Reserves

Ms. Worster, Vice President for Administration and Finance, presented for the Board’s approval a request for the allocation of \$350,000 from auxiliary reserves to replace the roof on ARC. (A copy of this request is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 5, December 5, 2008.) A motion was made by Dr. Warriner-Burke to approve the request as presented. The motion was seconded by Mr. Kim and unanimously approved by the Board.

Item 5 - Approval of New Policies for Information and Instructional Technology

Dr. Moore, Vice President for Information and Instructional Technology Services and Chief Information Officer, presented for the Board’s approval three new policies for Information and Instructional Technology. (A copy of these new policies is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 6, December 5, 2008.) A motion was made by

Dr. Warriner-Burke to approve the policies as presented. The motion was seconded by Mrs. Soza and unanimously approved by the Board.

Item 6 - Approval to Acquire the Hardy House

Mr. Bratcher, Vice President for Facilities Management, presented for approval by the Board, the acquisition of 303 Beech Street (the Daniel-Hardy House), from the Longwood University Foundation, Inc. and to grant the President and Vice President for Administration and Finance the authorization to negotiate, execute documents and take any actions necessary and proper for this purpose. (A copy of this request is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 7, December 5, 2008.) A motion was made by Mr. Dawson to approve the request as presented. The motion was seconded by Mr. Case and approved unanimously by the Board.

Item 7 - Approval of Delegation of Authority for Easements

The Vice President for Facilities Management then presented for the Board’s approval a request granting the University the delegation of authority for easements and giving the President the ability to develop policy, assign a designee to implement, execute, and assure compliance with the policy and to take the necessary steps to secure the approval of the appropriate Commonwealth of Virginia Secretaries for the delegation of authority for easements.

Following a brief discussion regarding changes to the language and delegation of authority the Board requested that the language include: The Board of Visitors delegates to the President the authority to approve utility easements directly related to the operation of the University. These transactions are to be presented to the Board at their next regular meeting. All other easements shall be approved in advance by the Board of Visitors. (A copy of the revised request is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 8, December 5, 2008.)

Item 8 - Review of Unaudited FY 2008 Financial Statements

Ms. Worster reviewed the unaudited financial statements for FY2008 and reported that they were prepared in accordance with Governmental Accounting Standards Board (GASB) requirements. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 9, December 5, 2008.)

Item 9 - Review of Financial Report through October 31, 2008

A review of the financial report through October 31, 2008 was presented by Ms. Worster. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 10, December 5, 2008.) She reported that revenue is where it is expected to be this time of year and expenditures are ahead of the same period last year.

Item 10 - Review of Report on Internal Controls

Ms. Worster presented a brief report on internal controls. She reported that the State Comptroller issued Directive 1-07, Agency Risk Management and Internal Control Standards (ARMICS) requiring all state agencies to demonstrate that internal control standards have been implemented and are functioning appropriately. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 11, December 5, 2008.) Ms. Worster

stated that there are three stages of the ARMICS standards with deadlines. All three stages were completed and certified by the Department of Accounts by the due dates.

Item 11 - Review of Debt Ratios/Reserve Report for Year End June 30, 2008

Ms. Worster reviewed with the Board a report on debt ratios and the reserves report for the year ending June 30, 2008. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 12, December 5, 2008.) She reported that Longwood’s current debt service commitments and estimated debt burden ratio for FY 2015 based on approved and requested capital projects are within the 9% limit.

Item 12 - Review of Financial Ratio

The Vice President for Administration and Finance presented a report on the University’s financial ratios for fiscal year 2008. She stated that this financial analysis is based on a broad view of the institution and reflects the financial reality of the entire organization. The report illustrates that Longwood’s financial position deteriorated in FY2008 due in part to the use of \$4 million from auxiliary reserves, the Longwood Foundation, Inc.’s losses on its investments due to the current market condition, and the Real Estate Foundation changing its year end from June 30 to December 31. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 13, December 5, 2008.)

The Rector requested that the CFI Calculations be extended for an additional three years.

Item 13 - Report on New Internal Revenue Service Regulations Regarding 403B Plans

Ms. Worster presented a report to the Board on the new Internal Revenue Service regulations regarding 403(B) plans and the University’s actions to improve compliance. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 14, December 5, 2008.)

Item 14 - Capital Construction Update

Mr. Bratcher reviewed the progress of campus construction projects. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 15, December 5, 2008.) He also reported that the underground electric lines project has begun.

The Board adjourned for lunch at 11:54 p.m. and reconvened at 1:30 p.m.

Mr. Austin, Director of Athletics, introduced Field Hockey head coach, Iain Byers; Men’s Soccer head coach, Jon Atkinson and his team; and Women’s Soccer head coach, Todd Dyer and his team. The Women’s Soccer team won the United Soccer Conference title and the Men’s Soccer team won the Atlantic Soccer Conference. The Field Hockey team placed third in the Northern Pacific Conference. The Board applauded these teams’ accomplishments.

University Advancement

Item 15 - Public Relations Report and Marketing Plan Update

Mr. Rogers, Vice President for University Advancement, deferred to the report in the book. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 16, December 5, 2008.)

Item 16 - Campaign Report

Mr. Rogers reported that the Campaign Steering Committee met to create new strategies and discuss challenges facing the campaign. He stated that the Committee agreed that with the current state of the economy is delaying donor's commitments to larger gifts, therefore at this time, the focus of the Campaign will be on the Annual Fund. (A copy of this report is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 17, December 5, 2008.)

Mr. Adams, Chairman of the Campaign, stated that it is important for the Board of Visitors give to the Annual Fund at their recommended giving level. He also reported on the strategy the Campaign Committee will take at this time. Mr. Adams stated that donors are not saying no when asked for gifts but are taking a "wait and see" position. Once there is an upswing in the economy the Campaign Committee will revisit these donors.

Academic and Student Affairs

Dr. Jones, Dean of the College of Education and Human Services, introduced Dr. Neal Holmes. Dr. Holmes is the new director of the "Call Me Mister" program.

Item 17 - Report on Pricing of Textbooks

Dr. McWee, Provost and Vice President for Academic Affairs, introduced Ms. Jade Roth, Vice President of Books Merchandising of Barnes and Noble; Mr. Len Scoggins, Regional Manager of Barnes and Noble; and Mr. Stephen Usry, Manager of the local Barnes and Noble Bookstore. Dr. McWee reported that he is working with the faculty to create solutions to minimize the costs of books for students. Some of the solutions include: faculty are being asked to place book orders early, thus determining textbook buyback; faculty are being asked not to buy textbooks that are bundled; do not require students to purchase books that are not used substantially; and when faculty use customized books they should be buyback eligible and used by other classes. Dr. McWee completed his report by stating that the University is working with Barnes and Noble to resolve the issue of textbook cost.

Ms. Roth discussed with the Board the position of Barnes and Noble regarding textbook prices. She stated that textbook pricing is a complex issue and that Barnes and Noble strives to minimize the costs of books to students. Barnes and Noble participates in the buyback program and offers textbook bundling that often meets the needs of academic instructors. She stated that 10 percent of textbooks are being purchased online and are being picked up at the store. Ms. Roth also reported that digital textbooks are available in a PDF format but this is not always practical for everyday use.

Following a discussion about the many different options for purchasing textbooks, it was agreed that Barnes and Noble and the University will continue to find solutions for minimizing the cost of textbooks for students.

Item 18 - Report on Final Fall 2008 Enrollments

Dr. Cormier announced that Dr. Whitworth has been hired as the new Director of Assessment and Institutional Research.

Dr. Whitworth presented a report on the final Fall 2008 Enrollments. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 18, December 5, 2008.) As of October 1, 2008 the total headcount was 4,764.

Item 19 - Fall 2009 Admissions Report

Mr. Chonko, Dean of Admissions, reported that as of November 20, 2008, 1244 applications for the fall 2009 semester had been received compared to 1067 last year, a 16.6% increase. He predicted a 5 – 10 percent increase at the end of the cycle.

He also reported that 499 of the applications were received through the Immediate Decision Program. Of those, 483 have been accepted. Those students have a GPA of 3.53 and an SAT average of 1110. This group has historically been a high yield group. (A copy of a comparative chart is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 19, December 5, 2008.)

Item 20 - Update on Admissions Office Restructuring

Dean Chonko also provided an update on the admissions office restructuring, which included the hiring of an Assistant Director for Technology and Research, a part-time recruiter in Northern Virginia and a seasonal recruiter on Long Island. The reorganization also includes a realignment of existing positions and conversion of two part-time positions to full-time positions to address out-of-state and visitor needs. Efforts are ongoing to fill an Assistant Director of Emerging Populations position.

This restructuring has allowed admissions to begin to address student demographic changes and lay the foundation to meet future enrollment goals. Specifically, the enhanced staffing has allowed for increased contact with in and out-of-state high school personnel and students, enhanced research, and a greater application of technology in student recruitment. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 20, December 5, 2008.)

Item 21 - Update on Nursing Program

Dr. McWee presented an update on the progress of the Nursing Program. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 21, December 5, 2008.) He reported that there is an average of four calls a day from students interested in enrolling in the program and that if the funding is secured, the new program is scheduled to open in Fall 2009.

Item 22 - Report on U.S. Department of Education Grant: Project LINC (Learning in INclusive Classrooms)

Dr. Scott, Director of Disability Support Services and Dr. Edwards, Assistant Professor of French, through a collaborative effort, were awarded a grant from the U.S. Department of Education called Project LINC (Learning in INclusive Classrooms), to develop training for foreign language instructors (part-time and untenured) who may encounter students with sensory, cognitive, or physical disabilities. Often times these instructors are not trained to teach students such as these, thus creating a frustrating situation for both the student and the instructor.

Project LINC will develop a portable and sustainable training curriculum to support new, part-time, and temporary foreign language instructors in inclusive classroom techniques, as well as full-time foreign language faculty. National dissemination of the curriculum will be achieved through extensive outreach through professional organizations, conferences, publications and a Project LINC website. (A copy of this presentation is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 22, December 5, 2008.)

Item 23 - Report on Student Housing

Dr. Pierson presented a brief report on student housing for Fall 2008. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 23, December 5, 2008.) He reported that there may be a decrease in the need for campus housing for the spring semester because the University will lose some students because they are graduating in December, participating in spring internships, and some through attrition.

Item 24 - Report on Athletics Department Violations

Ms. Meadows, Assistant Athletic Director for Compliance, presented a report on the Athletics Department NCAA rules violations for August 1, 2007 through July 31, 2008. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 24, December 5, 2008.) Ms. Meadows announced that 9 Level II and 1 Level 1 secondary violations were reported to the NCAA Enforcement Staff.

Item 25 - Report on Athletics Department Community Relations Activities

Mr. Austin presented a report highlighting community relations activities and other achievements of the Athletics Department teams. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 25, December 5, 2008.)

Closed Session

Mr. Case moved to go into Closed Session under Section 2.2-3711 A1 of the Code of Virginia to discuss matters related to personnel. The motion was seconded by Dr. Warriner-Burke.

In compliance with the provisions of the Freedom of Information Act, the Board returned to Open Session. Mr. Case moved to certify that the discussion in Closed Session was in accordance with the *Code of Virginia*. The motion was seconded by Mr. Adams and affirmed by Ms. Brooke, Mr. Brown, Ms. Connelly, Mr. Daniel, Mr. Dawson, Mr. Frye, Mr. Kim, Mrs. Soza and Dr. Warriner-Burke. (A copy of this compliance is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 26, December 5, 2008.)

Upon the return to Open Session, the Rector reported that while in Closed Session the Board took action on awarding Dr. Martha Cook, Professor Emerita of English status. A motion was made by Dr. Warriner-Burke requesting the Board approve the action taken in Closed Session. The motion was seconded by Mr. Brown and was unanimously approved by the Board.

The meeting adjourned for the day at 4:30 p.m.

Saturday, December 6, 2008

Call to order

Ms. Connelly reconvened the Board of Visitors' meeting at 9:03 a.m. on Saturday, December 6, 2008.

Members present:

Mr. John B. Adams, Jr.
Ms. M. Jane Brooke
The Honorable Otis L. Brown
Ms. Marjorie M. Connelly
The Honorable John W. Daniel, II
Mr. George W. Dawson
Mr. Thomas I. DeWitt
Mr. Robert E. Frye, Sr.
Mr. Chin Han Kim
Mrs. Susan E. Soza
Dr. Helen P. Warriner-Burke

Members absent were:

Mr. Barry J. Case
Mr. Thomas I. DeWitt

Present at the request of the Board:

Dr. Patricia Cormier, President
Ms. Jeanne Hayden, Secretary to the Board of Visitors
Dr. Kenneth Marcus, President, Foundation Board
Ms. Caitlin Revene, Student Representative to the Board
Dr. Pamela Tracy, Faculty Representative to the Board of Visitors

Present at the request of the President:

Ms. Brenda Atkins, Executive Assistant to the President for Governmental Affairs and
Special Projects
Mr. Richard Bratcher, Vice President for Facilities Management
Dr. Wayne McWee, Provost and Vice President for Academic Affairs
Dr. Francis Moore, III, Vice President for Information and Instructional
Technology Services and Chief Information Officer
Dr. Tim Pierson, Vice President for Student Affairs and Public Safety
Mr. Craig Rogers, Vice President for University Advancement
Ms. Kathy Worster, Vice President for Administration and Finance

Mr. Bratcher introduced Mrs. Louise Waller, Space Planning and Real Property Manager and Ms. Kelly Martin, Sustainability Coordinator. Mrs. Waller and Ms. Martin created a video as part of a campaign competition through the Wildlife Federation entitled "Chill Out". This video highlights Longwood's sustainability activities. Mr. Bratcher also introduced Mr. Robin Dickson, videographer of the entry. Longwood is the only college or university in the

Commonwealth to compete in this competition. After viewing the video, Board members were encouraged to go online to vote.

Reports from Representatives

Mr. Brown, Member of the Board of Visitors and President of the Real Estate Foundation, updated the Board on several Real Estate Foundation projects and acquisitions. They include:

- The artificial turf at Lancer Park has been completed and construction of two additional fields at this location has begun.
- The bridge design that will connect Lancer Park with Buffalo Street has been completed. The design priced out \$1 million higher than originally estimated and the retention walls have been redesigned to cut the overall price.
- The Alumni Center plans have been completed and funds are now being raised to move forward with the project. He announced that an 8-12 member community committee will be selected to serve in an advisory capacity.
- The acquisition of the Woodland Pond condominiums will be complete by December 31, 2008 and plans are underway to acquire 10 additional acres around the lake to construct additional condominiums and patio homes in the future.
- The retail space at Longwood Landings has signed contracts with Moe's Southwest Grill and Chik-Fil-A. These businesses are slated to open in late March 2009.
- The construction of a convocation center has moved to a PPEA concept. He hopes to have an update on this at the June meeting.

He concluded his report by stating that the Real Estate Foundation and the Longwood Foundation, Inc. have an excellent working relationship.

Mr. Daniel, member of the Board of Visitors and President of the Hull Springs Farm Foundation Board, reported on the activities of the Hull Springs Farm Foundation Board. He stated the following:

- Thanked the Board and others for attending the event held at the Farm on October 17.
- Announced the need to expand the size of the Hull Springs Farm Foundation Board.
- Reported that the living shoreline project has received an award, The Ecological Excellence Award for Construction, given annually for design or construction of ecological restoration projects.
- Reported that the Corp of Engineers have been on site evaluating construction sites for the Mitigation Bank.
- Announced that the Hull Springs Farm Foundation Board will have a mission and vision statement prepared for the Board of Visitors to approve at its March 2009 meeting.

Dr. Marcus, President of the Foundation Board, presented a report for the Foundation. The report included the following information:

- The Law Debenture Trust Company of New York will be the new trustee of the Commonfund as of December 22, 2008.
- The Foundation established an Emergency Finance Committee to enable the Foundation to take action on items between Foundation Board meetings.
- The Foundation has set spending limits and is using reserve funds to weather the stock market situation.

(A detailed copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Handout 2, December 6, 2008.)

In the absence of Mr. Sheffield, President of the Alumni Association, Mrs. Shelton presented the Alumni Association report. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Handout 3, December 6, 2008.) Mrs. Shelton reported that at the Alumni Association meeting, Mr. Bratcher reviewed the Campus Master Plan, Mr. Sheffield encouraged board members to assist with Alumni events in their areas, and the Alumni Association Board approved a new format for recognizing outstanding alumni. She announced that the Alumni Awards presentations will be a part of the University’s Founders Day program.

Mrs. Shelton concluded her report by reporting that a “Vote for Longwood” email was sent out to alumni and as of December 6, the message was opened by 1,752 alumni and that 876 of those clicked on one or more links within the message.

Dr. Tracy, faculty representative to the Board, reported on the numerous initiatives taken by faculty members to include the citizen leadership learning experience into their classrooms. She also reported that faculty members who have reviewed the Master Plan have concerns about off-campus parking and the absence of a faculty development center. The faculty development center will be a part of the French Hall/Coyner renovation. Dr. Tracy stated that the faculty is concerned about the current economic environment and should additional budget cuts become necessary, would like to have more input into the decision making process.

She also reported that faculty remains concerned about the classroom size and the ratio of students to faculty members. A lengthy discussion followed about classroom size, affordability, and general education. Ms. Connelly recommended that a plan be developed to evaluate general education and to look at short-term and long-term plans for streamlining the curriculum within the different disciplines. The plan is to be presented at the March meeting.

Ms. Revene, student representative to the Board, presented a report on the following:

- The students are excited about the plans for a new Student Union.
- The Community Standards Committee is working on ways to enforce the current smoking policy and that students are becoming acclimated to the smoking huts.
- The Student Finance Committee has allocated funds to numerous sports teams to host sports tournaments at the new Lancer Park fields.
- The Health and Wellness Center continues to be used extensively by the students.
- The SGA allocated funds to the College of Arts and Sciences, Student Advisory Board to host an alumni event.
- The SGA sponsored a voter registration drive and registered over 500 people to vote or submit an absentee ballot.
- The Peer Health Educators received an allocation of funds to facilitate free flu shots for students.

Ms. Revene introduced Mr. Rolfe, fellow student and Director of the Big Event. Mr. Rolfe announced that students will sponsor a day of community service to say thank you to the Farmville community. He stated that students are hoping this event will help create a more cohesive relationship between the students and the greater Farmville community.

Closed Session

Mr. Dawson moved to go into Closed Session under Section 2.2-3711 A1 of the Code of Virginia to discuss matters related to personnel. The motion was seconded by Mr. Daniel. In compliance with the provisions of the Freedom of Information Act, the Board returned to Open Session. Mr. Dawson moved to certify that the discussion in Closed Session was in accordance with the *Code of Virginia*. The motion was seconded by Mr. Adams and affirmed by Ms. Brooke, Mr. Brown, Ms. Connelly, Mr. Daniel, Mr. Frye, Mr. Kim, Mrs. Soza and Dr. Warriner-Burke. (A copy of this compliance is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 27, December 6, 2008.)

Announcements

There were no announcements.

Adjournment

There being no further business, the Rector adjourned the meeting at 12:42 p.m.

Helen P. Warriner-Burke
Board Secretary