

LONGWOOD UNIVERSITY BOARD OF VISITORS
Saturday, March 25, 2006

Minutes

Call to order

The Longwood University Board of Visitors met on Saturday, March 25, 2006, on the University campus. The meeting was called to order at 9:00 a.m. by Mr. John B. Adams, Jr., Rector of the Board.

Members present:

Mr. John B. Adams, Jr.
Mr. Barry J. Case
The Honorable John W. Daniel, II
Mr. Thomas I. DeWitt
Mrs. Susan E. Soza
Dr. Helen P. Warriner-Burke

Members absent:

The Honorable William W. Bennett, Jr.
The Honorable Otis L. Brown
Ms. Marjorie M. Connelly
Mrs. Anne Gregory Vandemark
Mr. Ricky L. Otey

Present at the request of the Board:

Dr. Craig Challender, Faculty Representative to the Board of Visitors
Dr. Patricia Cormier, President
Ms. Jeanne Hayden, Secretary to the Board of Visitors
Ms. Paula King, President, Alumni Association
Ms. Kristen Casalenuovo, Student Representative to the Board of Visitors
Mrs. Rita Smith, President, Foundation Board

Present at the request of the President:

Ms. Brenda Atkins, Executive Director of Governmental Affairs and Special Projects
Mr. Richard Bratcher, Vice President for Facilities Management and Public Safety
Ms. Bobbie Burton, Vice President for University Advancement
Dr. Wayne McWee, Vice President for Academic Affairs
Dr. Francis Moore, Jr., Vice President for Information and Instructional
Technology Services and Chief Information Officer
Dr. Tim Pierson, Vice President for Student Affairs
Ms. Kathy Worster, Vice President for Administration and Finance

Public Session

Dr. Robert Webber presented the March 2006 Annual Salary Survey of the American Association of University Professors report, prepared by the Longwood University chapter.

(A copy of the report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 1, March 25, 2006.)

Approval of Minutes

On a motion by Mr. Case and seconded by Dr. Warriner-Burke, the Board approved the minutes of the December 10, 2005 Board meeting.

President’s Report

Dr. Cormier began her report with an update on the General Assembly. She noted that the General Assembly has not passed a biennium budget and that it is creating problems for state and local agencies statewide. The President outlined several issues that will have a profound effect on Longwood in the current proposals presented by the House and Senate. Some of these issues include: disagreement between the House and Senate for base adequacy funding, differences for debt service for replacing of information system, and capital projects (particularly the Bedford Art Building project).

The President then presented some legislation that was passed during the session and explained its effects on Longwood. Some of this legislation includes: intellectual property rights and a requirement that the Board approve a policy regarding ownership and protection; a bill that adds a twelfth goal to last year’s Restructuring Act; establishment of a program in cooperation with the State Council of Higher Education for Virginia and the Office of the Attorney General, to promote the awareness and prevention of sexual crimes against students; legislation related to text book sales; broadening the eligibility for participating in the Virginia Military Survivors and Dependents Education Program; establishment of a joint subcommittee to study science, math and technology education in the Commonwealth at the postsecondary and secondary education levels; and a bill that requires both public and private two and four year institutions of higher education located in the Commonwealth to electronically transmit data regarding student applicants including: complete name, date of birth, social security number and gender to the Department of State Police and the data shall be transmitted before such time that an applicant becomes a student in attendance.

Dr. Cormier reported that Carlyle Powell, an economics major from Longwood, interned in Delegate Morgan’s Office while participating in the Virginia Commonwealth University Capital Program. The program is open to all Virginia public college and university students and allows the student to intern in a legislator’s office and take a class at VCU, while earning a stipend. She also reported that another Longwood student, Steven Jones, interned in Senator Norment’s Office. The President reported that fifteen student leaders made a trip to the General Assembly in February and met with their own legislators as well as primary committee chairs, observed the legislators during session and attended the Virginia21 reception.

She concluded her report by updating the Board on the coordinated efforts of Longwood University, the University of Virginia, Virginia Tech, local business leaders and local governments to establish a group to find ways to enhance economic development in the Southside Virginia region. Dr. Cormier stated that the firm Chmura Economics and Analytics has been hired to develop a strategic plan that will be used to inform local, state and federal political stakeholders and business leaders about involving higher education and associated

research activities in transforming the economy of Southside Virginia. The final plan will be complete by mid-August and a date for its unveiling will be set in the fall. (The text of these remarks is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 2, March 25, 2006.)

Business

Audit Committee

Mr. Case, Vice Chair of the Audit Committee, reported that the Committee received an update on the activities of Internal Audit.

Administration, Finance and Facilities Committee

Mr. Case reported that the Committee had three items for approval and several information reports including the Faculty Salary Study and the Classified and AP Employee Compensation Report. He stated that the Committee decided not to take action on tuition and fees for 2006-2007 until there was more clarification coming out of the General Assembly.

Mr. Daniel stated that there was no way of knowing when the General Assembly might pass a budget and encouraged the Board to raise the tuition rate to assist the University with reaching some of its financial goals. He also stated that when in Richmond, Brenda Atkins would be able to report to legislators about the Board of Visitors’ action to raise the tuition and fees.

Item 1 – Approval of Tuition and Fees for 2006-2007

Mr. Daniel made a motion to deny approval of the tuition and fees presented at the Committee meeting on March 24, 2006. The motion was seconded by Dr. Warriner-Burke and passed by the Board.

A motion was then made by Mr. Daniel to approve an increase in tuition of 10% for in-state students. The motion was seconded Mr. Case and unanimously approved by the Board. After a brief discussion regarding out-of-state tuition, Mr. Daniel made a motion to include a 12.8% increase of tuition for residential out-of-state students in addition to the 10% increase for in-state students. The overall increase including tuition and fees, dining and housing will be 8.3% for in-state students and 10.2.% for out-of-state students. The motion was seconded by Mr. Case and unanimously approved. (A copy of the amended information is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 3, March 25, 2006.)

Item 2 – Approval of New and Revised Administration Policies

On behalf of the Committee, Mr. Case presented a motion to approve the new Administrative Policy 1009 and revised Administrative Policies 4103 and 6129. (A copy of the new and revised policies is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 4, March 25, 2006.) The motion was seconded by Mr. Daniel and approved unanimously by the Board.

Item 3 – Approval of Request for Funds from Auxiliary Reserve

Mr. Case then made a motion to approve a request of \$1,250,000 from Auxiliary Reserve for the renovation of locker rooms in Willett Hall, the renovation of Athletic offices in Tabb Hall and

field renovations. (A copy of the request is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 5, March 25, 2006.) The motion was seconded by Dr. Warriner-Burke and approved unanimously by the Board.

University Advancement Committee

There were no action items to present and therefore a brief report on information items was given.

Academic and Student Affairs Committee

Dr. Warriner-Burke, Chair of the Academic and Student Affairs Committee, reported that the Committee received two items for action and information reports.

Item 4 – Approval of Revisions to Student Handbook

Dr. Warriner-Burke presented a motion to approve the revisions to the Student Handbook. (A copy of the revisions is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 6, March 25, 2006.) The motion was seconded by Mr. DeWitt and unanimously approved by the Board.

Item 5 – Approval of Inclusion of Sexual Orientation and Language Changes in the University’s Affirmative Action Statement

Dr. Warriner-Burke reported that the Committee, after a full discussion and consultation, agreed that the approval of the Inclusion of the Sexual Orientation and Language Changes in the University’s Affirmative Action Statement will be continued until the June Board of Visitors’ meeting.

Mr. Adams stated that he believes the University is a nondiscriminatory institution and the Board will take action on this item at the June meeting. Mr. Daniel requested for the record, that he felt that deferral of the item is not in the best interest of the institution but with the absence of five of the Board members and the inability to have a full discussion he would agree to revisit this item in June. Dr. Warriner-Burke stated that she shares Mr. Daniel’s opinion.

Following these remarks, Dr. Warriner-Burke reported that the Committee went into Closed Session to consider issues related to personnel, property and the awarding of honorary degrees.

- Dr. Warriner-Burke made a motion to approve the following faculty for promotion to the rank of professor: Dr. Christopher A. Bjornsen, Dr. C. Hood Frazier, Dr. Joseph E. Garcia, Dr. Rachel T. Mathews, and Dr. Sharon S. Emerson-Stonnell and the following faculty to associate professor: Dr. Rhonda Brock-Servais, Dr. David W. Buckalew, Dr. Allison Y. Colvin, Dr. Geoffrey C. de Laforcade, Dr. Steven W. Isaac, Dr. Claire R. LaRoche, Dr. Eric L. Laws, Dr. Robert L. Lynch, Dr. Eric F. Moore, Ms. Frances M. Reeve, Dr. Melissa C. Rhoten, Dr. Lucinda E. Sinclair, Dr. Larissa M. Smith, Dr. E. Derek Taylor and Dr. Bennie D. Waller. The motion was seconded by Mr. Daniel and unanimously approved by the Board.

- She made a motion to approve the denial for promotion to a faculty member as discussed in Closed Session. The motion was seconded by Mr. Case and unanimously approved by the Board.
- Dr. Warriner-Burke made a motion to approve tenure for Dr. Rhonda Brock-Servais, Assistant Professor of English; Dr. Claire R. LaRoche, Assistant Professor of Business Law; Dr. Eric L. Laws, Assistant Professor of Psychology; Dr. Ronald F. McPherson, Associate Professor of Information Systems; Dr. Eric F. Moore, Assistant Professor of Philosophy; Dr. Gary T. Nelson, Professor of Mathematics Education; Dr. Melissa C. Rhoten, Assistant Professor of Chemistry; Dr. Lucinda E. Sinclair, Assistant Professor of Communication Studies; Dr. Larrisa M. Smith, Assistant Professor of History; Dr. E. Derek Taylor, Assistant Professor of English and Dr. Bennie D. Waller, Assistant Professor of Information Systems and Finance. The motion was seconded by Mrs. Soza and unanimously approved by the Board.
- A motion was made by Dr. Warriner-Burke to approve the authorized faculty salary ranges for 2006-2007. (A copy of the ranges is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 7, March 25, 2006.) The motion was seconded by Mr. Case and unanimously approved by the Board.
- Dr. Warriner-Burke made a motion to affirm the hiring of the following new faculty members: Ms. Susan A. Hildebrandt, Assistant Professor of Spanish and Dr. Rebecca S. Nelson, Associate Professor of Mathematics Education. The motion was seconded by Mrs. Soza and approved unanimously by the Board.
- Dr. Warriner-Burke made a motion to approve awarding emeritus status to Dr. Carolyn M. Craft, Professor Emerita of English and Dr. Lynn M. Ferguson Professor Emeritus of Biology and Earth Science. The motion was seconded by Mr. Daniel and unanimously approved by the Board.
- A motion was made by Dr. Warriner-Burke to approve the awarding of the Doctor Humane Letters honorary degree to Longwood’s Commencement guest speaker, Governor Mark Warner. The motion was seconded by Mr. Case and unanimously approved by the Board.

Reports from Representatives

Mrs. Smith, President of the Foundation Board, reported on the current activities of the Foundation Board. She stated that Mrs. Register and Mrs. Duncan are working on creating a website for Hull Springs Farm and a series of open houses are planned for later this year so constituents can come and tour the facilities. She also reported that a \$145,000 grant from the Jesse Ball Dupont Foundation has been received to help with initiatives at Hull Springs Farm.

She reported that Ms. Burton presented a University Advancement Report at the February 2006 Foundation meeting. Mrs. Smith stated that Advancement has raised \$1.4 million with another \$900,000 in the works for the current year and projections indicate that this will be in line with last year. Other information included: the Foundation’s Executive Committee approval of the Founder’s Inn in Virginia Beach, Virginia for the fall retreat; acceptance of the Treasurer’s

Report reporting that total assets for the six-month period ending December 31, 2005 up 5.2% to \$44.5 million and endowed assets up 4.8% to \$34.7 million. Also, Mr. Gillis of the Russell Group gave an overview of the market and the status of the Foundation's investments.

Mrs. Smith reported that the Nominating Committee met in February to review and discuss a slate of candidates to fill vacancies on the Foundation Board. The Committee will vote on the nominees at the May Board meeting and they will be contacted, to ascertain their willingness to be appointed.

She also reported that she, Mrs. Duncan, Chief Financial Office of the Longwood University Foundation, and Mr. Oakes, Chairman of the Foundation Finance Committee, attended the Russell Group Investment Summit 2006 in Hollywood, Florida in early March. She concluded her report by announcing that the Budget Committee met and recommendations were approved to take to the Foundation Board meetings on May 4th and 5th.

Ms. King, President of the Alumni Association, announced that this is her last meeting as representative to the Board of Visitors. She reported that the LongwoodLink.com has been very successful and that to date 2,150 alumni have registered. The first mass print marketing of the website and specific instructions for registering will occur in the May issue of *Longwood Magazine*. She outlined some of the reasons alumni are registering on the website. Ms. King stated that i-Modules is the vendor for the online community and charges \$9,600 per year. This fee is being paid from the Alumni Association's Royalty Account.

She reported that the Strategic Planning Committee will present a first draft of its five-year strategic plan for review at the Alumni Board meeting on April 1. Ms. King presented a list of requests for assistance that the Association funded this academic year. (A copy of this report is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 8, March 25, 2006.)

Ms. King concluded her report by thanking the Board for allowing her the privilege to represent the Alumni Association at its meetings. Mr. Adams expressed his gratitude for her service to the Board of Visitors.

Dr. Challender, faculty representative to the Board, thanked the Board and the Administration for their continuing efforts to increase faculty salaries. His report addressed how starting faculty salaries and workload impact the recruitment and retention of new faculty. He also reported on issues of faculty development as related to travel. Dr. Challender reported that low starting salaries and a 4/4 workload make it challenging for search committees to secure their top candidates. He stated that these are reasons candidates gave for not accepting positions at Longwood.

Dr. Challender concluded his report by addressing faculty development as related to travel. He stated that current travel allotments (\$400 per year - \$600 for presenting a paper or chairing a session at a conference) are insufficient to cover the costs for anything outside of a local conference within driving distance. He recommended several ideas for funding travel to conferences outside the local area and internationally. Some of the recommendations were to

establish a fund for extra travel money or perhaps creating a committee to review travel applications and allocating the funds for international travel through a committee. (The text of his remarks is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 9, March 25, 2006.)

Ms. Casalenuovo, student representative to the Board, presented a report on activities of the Student Government Association as well as student activities. A few of the SGA activities included: special elections to pass a referendum to give graduate students a representative vote on the Senate; sponsorship of eight SGA delegates to attend COSGA a national conference of the SGA; sponsorship of fifteen students to go to Richmond to lobby their delegates for higher education; delivery of over 21,000 petitions (in conjunction with other VA21 representatives) supporting base adequacy funding to the General Assembly; sponsorship of a blood drive; preparations for SGA spring elections.

She reported on some student activities including: the unveiling of the new athletic logo at the basketball game against James Madison University; the success of the College of Arts and Sciences Student Showcase; and the student’s and SGA’s involvement in bringing forward the inclusion of the sexual orientation statement in the University’s Affirmative Action Statement.

Ms. Casalenuovo concluded by stating that she felt privileged to serve with the other members of the SGA. Dr. Pierson praised Ms. Casalenuovo for her work with the SGA and for being a model for a citizen and leader. The Rector also thanked her for her service to the University and to the Board of Visitors.

Announcements

Mr. Adams made the following announcements:

- Requested that Board members put the dates for the 2006-2009 Board meetings on their calendars.
- Reported that the Nominating Committee has been selected: Dr. Warriner-Burke, Chair; Mr. DeWitt and Mrs. Vandemark.
- Announced that the Board Retreat will be held June 15 and 16, 2006 at Berry Hill Plantation and encouraged full Board attendance.

Dr. Cormier emphasized the importance of full Board attendance at the retreat and stated that there will be important issues being addressed regarding the future at that time.

Adjournment

There being no further business, the Rector adjourned the meeting at 11:37 a.m.

Helen P. Warriner-Burke
Board Secretary