

# **LONGWOOD UNIVERSITY BOARD OF VISITORS**

**April 2, 2005**

## **Minutes**

### **Call to order**

The Longwood University Board of Visitors met on Saturday, April 2, 2005, on the University campus. The meeting was called to order at 9:00 a.m. by Mr. Barry J. Case, Rector of the Board.

Members present were:

Mr. J. David Adams  
Mr. Otis L. Brown  
Mr. Barry J. Case  
Ms. Marjorie M. Connelly  
Mrs. Anne Gregory Vandemark  
Mr. Ricky L. Otey  
Ms. Helen E. Phillips  
Mrs. Susan E. Soza  
Dr. Helen P. Warriner-Burke

Members absent were:

Mr. John B. Adams, Jr.  
The Honorable William W. Bennett, Jr.

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 J. King, President, Alumni Association  
Ms. Alicia Moody, Student Representative to the Board of Visitors  
Mrs. Rita Smith, President, Foundation Board

Present at the request of the President:

Mr. Richard Bratcher, Vice President for Facilities Management and Technology  
Ms. Bobbie Burton, Vice President for University Advancement  
Dr. Wayne McWee, Interim Vice President for Academic Affairs  
Ms. Kathy Worster, Vice President for Administration and Finance

### **Public Session**

Dr. Robert Webber presented the March 2005 annual 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, April 2, 2005.)

### **Approval of Minutes**

On a motion by Ms. Phillips and seconded by Mrs. Soza, the Board approved the minutes of the December 11, 2004 meeting.

### **Rector's Report**

Mr. Case thanked the Board's committee chairs for their work at the Committee meetings on April 1. He also announced that the Board of Visitors' retreat will be held on June 15 and 16, 2005 at the Boar's Head Inn in Charlottesville, Virginia. Mr. Case announced that the Nominating Committee for 2005 will be Mr. Brown, Chair, Mrs. Vandemark, Ms. Connelly and himself. A slate of officers for 2005-2006 will be presented at the June meeting. Mr. Case asked the Board to review the proposed meeting dates for the next three years and let Ms. Hayden know if they are suitable.

The Rector asked Ms. Connelly to report on the actions of the Honorary Degree Committee. Ms. Connelly reported that Dr. Cormier, Mr. Case, Mr. J. David Adams, Dr. Challender, Ms. Phillips and Ms. Moody participated in a meeting to approve the awarding of an honorary degree. Ms. Connelly made a motion and the Board unanimously approved the awarding of a Honorary Doctor of Laws honorary degree to Senator George F. Allen, Jr.

The Rector reported that the Executive Committee of the Board met in Richmond, Virginia on March 4, 2005 and reviewed items for the current meetings, reviewed the schedule for the April 23, 2005 dedication of the Rotunda and approved naming opportunities.

### **President's Report**

The President thanked the Board members for their assistance in achieving a \$1.2 million increase to Longwood's base budget. She then reviewed the Governor's legislative and budget amendments.

Dr. Cormier reported that she and members of the Longwood administration met with Dr. LaVista, the Executive Director of the State Council for Higher Education and members of the Department of Planning and Budget to discuss Longwood's enrollment projections through 2010. She stated Longwood plans to increase its out-of-state ratio from 5% to 10% by 2010 and to increase graduate enrollment to 1,000 students. She concluded by stating that Dr. LaVista was very complimentary of the information Longwood had provided and stated that this information will be discussed with the Board at its June, 2005 meeting.

The President then reviewed Longwood's "Dashboard Indicators" data on Longwood's peer institutions and aspirational institutions for 2004-2005. (A copy of this information is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 2, April 2, 2005.)

The President concluded her report to the Board by reviewing a tentative schedule for the June Board Retreat. She reported that Carter Ryley Thomas will present an update on the marketing and branding initiative followed by the regular Board meeting. Plans are to devote the second day of the retreat to the six-year academic, enrollment and financial plans that the institution must develop as a part of the Restructuring legislation. She asked Board members to review the Legislative Requirements – 2005 General Assembly. (A copy of the Appendix and the text of her remarks are filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 3, April 2, 2005.)

## **Business**

### **University Advancement Committee**

Mr. David Adams, Chair of the University Advancement Committee, presented a report on the Committee's activities. He reported that the Committee received reports on gifts through February 28, 2005, a review of the events related to the Rotunda Dedication, a Public Relations report and an update on the on the progress of the marketing plan by Carter Ryley Thomas.

### **Administration, Finance and Facilities Committee**

#### **Item 1 - Approval of Tuition and Fees**

Mr. Otey, Vice Chair of the Administration, Finance and Facilities Committee, made a motion to approve tuition and fees for 2004-05 that reflect an average increase in total costs of 6.3 percent for in-state residential students and 5.3 percent for out-of-state residential students. (A copy of this recommendation is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 4, April 2, 2005.) The motion was seconded by Mr. Brown and was unanimously approved by the Board.

#### **Item 2 - Approval of Administrative Policy Changes**

On behalf of the Committee, Mr. Otey presented a motion to approve the Administrative Policy changes regarding information technology and campus policies. (A copy of the policy changes is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 5, April 2, 2005.) The motion was seconded by Ms. Connelly and was unanimously approved by the Board.

### **Audit Committee**

Mrs. Vandemark, Chair of the Audit Committee reported that the Committee went into Closed Session to discuss personnel matters.

### **Academic and Student Affairs Committee**

Dr. Warriner-Burke, Chair of the Academic and Student Affairs Committee, presented the report on the Committee's activities.

#### **Item 3 - Approval of Policy on University Art Purchases**

A motion was made by Dr. Warriner-Burke to approve the University Art Purchases policy. (A copy of the policy is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 6, April 2, 2005.) The motion was seconded by Ms. Soza and was unanimously approved by the Board.

#### **Item 4 - Approval of Policy on Intellectual Property, Copyrights and Patents**

Dr. Warriner-Burke also presented a motion for the Board to approve a policy on Intellectual Property, Copyrights and Patents. (A copy of the policy is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 7, April 2, 2005.) The motion was seconded by Ms. Vandemark and was unanimously approved by the Board.

#### **Item 5 - Approval of Student Handbook Revisions**

Dr. Warriner-Burke presented a motion to approve revisions to the Student Handbook. (A copy of these revisions is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as

Appendix 8, April 2, 2005.) The motion was seconded by Ms. Soza and was unanimously approved by the Board.

Following the approval of the action items, Dr. Warriner-Burke stated the committee went into Closed Session to consider issues related to personnel and property.

- Dr. Warriner-Burke made a motion to approve the following faculty for promotion to the rank of professor: Dr. Melanie Marks, Dr. Donald Merkle and Dr. Charles Ross and the following faculty for promotion to associate professor: Dr. David Coles, Dr. Edward Kinman, Dr. Claire Black McCoy, Ms. Patricia Ness, Dr. James Riley and Dr. Cathy Roy. The motion was seconded by Mr. J. David Adams and was unanimously approved by the Board.
- She made a motion to approve the denial for promotion to two faculty members as discussed in Closed Session. The motion was seconded by Ms. Phillips and unanimously approved by the Board.
- Dr. Warriner-Burke made a motion to approve tenure for Dr. David Coles, Professor of History; Dr. Claire Black McCoy, Assistant Professor of Art; Mr. Patricia Ness, Assistant Professor of Theatre; Dr. James Riley, Assistant Professor of Education; Dr. Cathy Roy, Assistant Professor of Exercise Science and Dr. Linda Wright, Associate Professor of Marketing. The motion was seconded by Mr. Otey and was unanimously approved by the Board.
- Dr. Warriner-Burke made a motion to approve the denial of tenure to a faculty member as presented in Closed Session. 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 2005-2006. (A copy of the faculty salary ranges is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 9, April 1, 2005.) The motion was seconded by Mrs. Soza and approved unanimously by the Board.
- A motion was made by Dr. Warriner-Burke to affirm the hiring of the following new faculty members: Daniel L. Druckenbrod, Assistant Professor of Environmental Science, David A. Geraghty, Lecturer in Social Studies Education; Chene R. Heady, Assistant Professor of English; Mark Edward Lukas, Assistant Professor of Philosophy; Pamela McMullin-Messier, Assistant Professor of Sociology; Ramesh N. Rao, Professor of Communications and Chair of the Department of Communication Studies and Theatre; Larissa C. Tracy, Assistant Professor of Medieval Literature and Melissa Zwick, Assistant Professor of Biology. The motion was seconded Ms. Phillips and unanimously approved by the Board.
- Dr. Warriner-Burke made a motion to affirm Dr. Deneese L. Jones as the new Dean of the College of Education and Human Services. The motion was seconded by Mrs. Soza and was unanimously approved by the Board.

- A motion was made by Dr. Warriner-Burke to approve Dr. Wayne McWee as the new Vice President for Academic Affairs. The motion was seconded by Mr. Otey and was unanimously approved by the Board.

### **Reports from Representatives**

Mrs. Smith, President of the Foundation Board, presented information on the Foundation's assets, cash investments and endowments with the Frank Russell Company. She updated the Board on the Foundation's portfolio for the period ending December 31, 2004. Mrs. Smith reported that Foundation will consider for approval at its May meeting a slate of officers and a Code of Ethics and Conflict of Interest policy. She also reported that the Budget Committee approved the 2006 budget including recommendations by Barry Case, Rector of the Board of Visitors. Mrs. Smith reported that she accompanied Wayne Oakes, Chair of the Investment Committee, and Mrs. Hazel Duncan, Chief Financial Office for the Foundation, to the Frank Russell Conference in San Antonio, Texas. She found the meeting informative and was pleased with the caliber of investors associated with the company.

Ms. King, President of the Alumni Association, reported that a contract for the On-Line Community has been signed with i-Modules and stated that it should be operational by September 1, 2005. She updated the Board on Spring events such as the Milestone and Decades Reunions and the Ruffners' Rededication. She announced that 3,000-5,000 are expected to attend the rededication. She concluded her report by reviewing the Alumni Association events.

Dr. Challender, faculty representative to the Board, addressed the Board on issues that are a part of an ongoing dialectic. Some of the issues are faculty workload, the growth of student-to-faculty ratios and the role of lecturers in campus life. Dr. Challender also reported that retiring faculty members spoke of their love and enjoyment for teaching at Longwood. He stated that Brock Commons has unified the campus geographically and spiritually in ways that were not expected. (The context of his remarks is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 10, April 2, 2005.)

Ms. Moody, student representative for the Student Government Association, reported that students are excited about the upcoming dedication of the Ruffners, the groundbreaking for the Student Recreation Center and the opening of the new Science Building in the fall. She also reported that the students had a few minor concerns regarding parking and housing. Ms. Moody stated that overall students feel safe on campus and some will be taking a night tour with Chief Lowe to identify any area on campus that may need better lighting or blue emergency lights.

She continued her report with follow-up on recent activities of the Student Government. Ms. Moody reported that \$750,000 in requests have come through and that approximately \$250,000 in cuts will have to be made. She stated that despite the messy weather in January, the VASGA conference was held at Longwood and that three schools participated. The conference will be held again next year. Ms. Moody reported that because of a technology glitch, the results of the Student Government Association elections had not been decided. She reported that the SGA is preparing projects to help freshmen become more involved in leadership organizations on campus.

Ms. Moody concluded her report by thanking Dr. Cormier and the Board for the privilege of serving as the student representative to the Board of Visitors for the past three semesters.

**Old Business**

There was no old business.

**Announcements**

Mr. Case reminded the Board that Commencement will be held on May 14, 2005 and also the dedication of the Rotunda on April 23. Dr. Warriner-Burke requested that a discussion take place at the retreat in June for the purpose of continuing the efforts to secure additional state funding for Longwood. Dr. Cormier indicated that Ms. Brenda Atkins will be working with the Board in this initiative.

**Adjournment**

There being no further business, the Rector adjourned the meeting at 10:43 a.m.

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Helen P. Warriner-Burke  
Board Secretary