

LONGWOOD UNIVERSITY BOARD OF VISITORS
Friday, March 22-23, 2013

Minutes

Call to order

The Longwood University Board of Visitors met on Friday, March 22, 2013 in the Stallard Board Room on the campus of Longwood University. The meeting was called to order at 8:50 a.m. by Mrs. Marianne Radcliff, Rector of the Board.

Members present:

The Honorable John W. Daniel, II
Dr. Edward I. Gordon
Mr. Eric Hansen
Mrs. Rita B. Hughes
Mr. Thomas A. Johnson
Dr. Judi M. Lynch (arrived at 10:54 a.m.)
Mrs. Jane S. Maddux
Mr. Stephen L. Mobley
Mrs. Marianne M. Radcliff
Mr. Brad E. Schwartz
Mrs. Shelby J. Walker
Mr. Lacy Ward, Jr.
Mr. Ronald O. White

Present at the request of the Board:

Ms. Marjorie M. Connelly, Interim President
Mr. Robert Burger, President, Longwood University Foundation, Inc.
Ms. Jeanne Hayden, Executive Assistant to the Board of Visitors
Mr. Brian Reid, substituting for Donald Knight, Student Representative to the Board
Dr. Derek Taylor, 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. Kenneth Copeland, Vice President for Administration and Finance and Executive
Director of the Real Estate Foundation
Mrs. Penelope Howard, Interim Vice President for Information Technology Services and
Chief Information Officer
Dr. Kenneth Perkins, Provost and Vice President for Academic Affairs
Dr. Tim Pierson, Vice President for Student Affairs
Dr. Bryan Rowland, Vice President for University Advancement

Also present were:

Faculty Representatives:
Dr. Larissa Ferguson

Dr. David Lehr
Dr. David Magill
Dr. Leah Shilling-Traina

Student Representatives:
Ms. Kasey Haddock
Ms. Leighan Worden

Public Session

Dr. William Abrams presented the March 2013 Annual Salary Survey of the American Association of University Professors (AAUP) 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 Handout 1, March 22-23, 2013.) He began his report by thanking the Board and President Connelly for working to give equity increases to Longwood’s faculty and staff. He presented information on the Annual Salary Survey with a PowerPoint presentation that included: an explanation of the purpose of the Survey and how the information is gathered, highlights of the survey, an overview of the types of salary increases given to faculty, and a review of new campus positions and an assertion that faculty compensation levels are still, on average, significantly lower than appropriate.

Rector’s Report

Mrs. Radcliff acknowledged Mr. Burger and the student and faculty representatives attending the Board meeting. She reported that the Board of Visitors Executive Committee met in Richmond, Virginia on February 22, 2013 and received a report from Admissions on spring enrollment and the fall outlook, a report on the 2013 session of the General Assembly, a review of 2013-2014 priorities and tuition and fees and a report on the University’s responses to the Compensation Task Force’s Recommendations.

The Rector introduced Ms. Ieva Balcus, ARAMARK Catering Director, and announced that she is leaving Longwood for a position at St. Bonaventure University. She honored Ms. Balcus’ service to Longwood and the Board of Visitors by reporting that Ms. Balcus will receive a Longwood captain’s chair.

The Rector announced that Mrs. Hughes, Mrs. Walker and Mr. Daniel will serve as the Nominating Committee which Mr. Daniel will chair. She reminded Board members that Commencement will be held on Saturday, May 11 on the campus.

President’s Report

The President began her report by reporting on a number of campus activities that occurred or will be occurring to wind up the semester. Some of the events included: the MLK Symposium with Coach Herman Boone, the Faculty/Staff Awards Banquet, the Scholarship luncheon, the Big South Basketball Tournament and regional Founders Day events just to name a few.

She directed Board members to the dashboard indicators presented in the handout file. (A copy of the Dashboard Indicators is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 1, March 22-23, 2013.) She highlighted Longwood’s scholarship figures, the number of

online and hybrid courses, enrollment, new metrics were added in “Brand” regarding social media, and that there will be more updates to the dashboards at the June meeting.

The President also reviewed the University’s Strategic Priorities. She reviewed the priority Successful Students and its initiatives: Soar in Four/Fly in Five, STEM-H Degrees, Experience Diversity, Expand Instructional Technology, Focus on Campus Improvements and Reach SACS Milestones. She also reviewed the priority Effective and Satisfied Faculty and Staff and the initiatives Close Salary Gap, Increase Professional Development, New Rewards and Recognition Programs, Increase Support for Research and Analyze and Address Workload. She also expanded on the other priorities: Financial Capacity, Value for our Community, Build a Compelling Brand and Build a Consistently High-Performing Culture. The President noted in each case some specific things accomplished since the last BOV meeting or actively underway.

Ms. Connelly concluded her report by announcing that Commencement will be May 11 and for the first time Longwood will be adding a new graduate commencement ceremony and hooding that will be held on Friday, May 10. The addition of the graduate ceremony answers a need expressed by the graduate students and will shorten the length of the undergraduate commencement ceremony. (A copy of the text of the President’s remarks is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 2, March 22-23, 2013.)

Business

Consent Agenda

Item 1 – Approval of Consent Agenda

Mrs. Radcliff presented to the Board for its approval the consent agenda. A motion was made by Mr. Daniel to approve the consent agenda as presented. The motion was seconded by Mrs. Maddux and unanimously approved by the Board. (A copy of the consent agenda is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 3, March 22-23, 2013.)

Audit

Item 2 – Approval of Fiscal Year 2014 Audit Plan

Mrs. Aneicia Stimpson, Acting Internal Auditor, presented for the Board approval an Audit Plan for 2014. Fall 2013 Audits will include: Information Technology – General Controls, Environmental Health & Safety, Follow Up on Banner, Follow up on Cashiering and Student Accounts, Follow up on Longwood Center for the Visual Arts, and Student Interns – Student Union. Audits for Spring 2014 will include: Information Technology – Lancer Card, Facilities – Work Order/Motor Pool, Follow Up on IT Governance, Follow up on Admissions and Student Interns – Post Office. Following her presentation a motion was made by Mr. White to approve the plan as presented. His motion was seconded by Mr. Ward and unanimously approved by the Board.

Item 3 – Update on Internal Audit and Institutional Compliance

Mrs. Stimpson presented an update on Internal Audit activities. She reported that several audits and reviews are underway and include: audit for Admissions has been completed, the fieldwork for Conferences and Scheduling and Information Technology Governance has been completed, the fieldwork for the student intern review of the Recreation Center has begun, the follow up review of

Campus Police fieldwork is complete and the fieldwork for the Banner Finance audit and Contract Management will begin in late spring.

She also reported that the use of the Governance, Risk and Compliance audit module software began in February. The Quality Assurance Review self assessment was completed in February 2013. The peer reviewer was on site in February and the final report will be shared with the president and the Board of Visitors when it is complete. The initial feedback from the reviewer was positive. The last review was done in 2007 and received a passing evaluation.

Presidential Reports

Item 4 – Report on 2013 Actions of the General Assembly

Ms. Brenda Atkins, Executive Assistant to the President for Governmental Affairs and Special Projects, reported on the 2013 actions of the General Assembly. Her report included a review of the Governor's budget that included an increase of \$192,426 in base adequacy funding and \$174,797 for undergraduate need-based financial aid. She also reported that the General Assembly added an additional 1% to the 2% faculty salary increase and classified employees with 5-30 years of service will receive \$65 for every year of service up to a maximum of \$1,950.

Of the one hundred bills impacting higher education only thirty-six passed and 3 have been signed. Two are military bills related to in-state tuition for veterans living in Virginia and the third requires institutions seeking a memorandum of understanding to work with State Council of Higher Education for Virginia and the Secretary of Education if their required performance measure is educationally related. Another bill that passed, will impact college and university Boards of Visitors. This bill relates to their by-laws, items SCHEV will include in Board training, which now will be mandatory, and the submission of an annual executive summary of its interim activity and work to be submitted to the General Assembly.

Ms. Atkins reported on the Joint Legislative Audit Review Commission "Study of Higher Education Efficiency". Two areas that JLARC will be concentrating on will be student life issues and faculty related issues. The Commission is scheduled to lay out their work plan at their May 13 meeting. At their June 10 meeting they plan to review high education tuition and funding, on September 9 the Commission will issue their first report on housing, dining, athletics, fees and debt and on December 9 they will issue a report on faculty workload, compensation and facilities.

She reported on the effects of The Patient Protection and Affordable Care Act on part-time employees of state agencies. The issue of Federal Sequestration has thus far had a minimal impact on financial aid and grants for 2013. Virginia could be impacted significantly by the loss of 207,000 federal jobs. Ms. Atkins stated that the University will update the Board on any impacts that may occur due to sequestration. (A copy of the text of this report is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 4, March 22-23, 2013.)

Following her report, the President announced that SCHEV met at Longwood on March 18-19 and enjoyed their campus experience.

The Rector stated that she will work with SCHEV regarding orientation for members of the Board of Visitors. She also requested that University administration get ahead of any issues that may arise in the JLARC report.

Item 5 – Report on Real Estate Foundation Activities

Mr. Kenneth Copeland, Vice President for Administration and Finance and Executive Director of the Real Estate Foundation, gave a report on the activities of the Real Estate Foundation. He reported that the construction at 315 West Third Street is on schedule. The ground floor space will be used to house the Small Business Development Center, the Real Estate Foundation and the Longwood Center for Communication, Literacy and Learning and the Lancer Park housing construction is near completion and furnishings will be delivered in 6 weeks.

Item 6 – Review of Intercollegiate Athletics Dashboard Indicators

President Connelly framed the review of the presentation by stating the report is in response to the Board of Visitors' request for dashboards related to Athletics. Mr. Troy Austin, Director of Athletics reviewed the dashboards. He reported that the gender equity study conducted indicated that Longwood needs more female student athletes and the facilities study conducted revealed that the current athletic facilities are in good standing.

Ms. Michelle Meadows, Associate Athletic Director for Student-Athlete Enhancement, reviewed Longwood's Academic Rate for student athletes. She reported that the national average benchmark for student athletes was elevated from 900 to 930 and stated that Longwood's athletes are performing above the benchmark score. The student athlete graduation rate is above average for the entire student body but is slightly below the national average. (A copy of this report is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 5, March 22-23, 2013.)

Following the presentation the Rector expressed her gratitude for Mr. Austin's and Ms. Meadows' leadership in the Athletics Department.

Item 7 – Presentation by Big South Quiz Bowl Students

Members of Longwood's Big South Quiz Bowl team presented an overview of the University's participation in the Big South Conference Quiz Board tournament and the National Academic Quizzing Tournament (NAQT). Students who participated in the presentation included: John Blalock, Joey Burns, Osten Morris, Jamie Leeuwrik, Jamie Clift, and Emily Miller. Longwood finished second behind Liberty University at the Big South Conference Quiz Board tournament and although the team placed last in the NAQT they received praise from the captain of the Virginia Commonwealth University team for having competed against the top 4 Division I teams in the nation. The presentation concluded with a demonstration of some sample tournament questions.

Administration, Finance, Facilities and Technology

Item 8 – Approval of Request for Funds from Auxiliary Reserves

Mr. Kenneth Copeland, Vice President for Administration and Finance and Executive Director of the Real Estate Foundation, presented a request for funds from auxiliary reserves. The request included funds from General Auxiliary Reserves totaling \$294,000, Dining Reserves totaling \$750,000 and Housing Reserves totaling \$538,200 for a grand total of \$1,582,200. (A copy of this request is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 6, March 22-23, 2013.)

A motion was made by Mrs. Hughes to approve the request for funds from auxiliary reserves as presented. The motion was seconded by Mr. Mobley and unanimously approved by the Board.

Dr. Lynch arrived at 10:54 a.m.

Item 9 – Approval of Request for Funds from Parking Reserves

Also presented by Mr. Copeland for the Board’s approval was a request for funds from Parking Reserves. The request was for an allocation up to \$450,000 to be used to construct a parking lot to accommodate up to 300 freshman cars. (A copy of this request is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 7, March 22-23, 2013.)

A motion was made by Mr. White to approve the request for funds from parking reserves as presented. The motion was seconded by Mrs. Hughes and unanimously approved by the Board.

Item 10 – Review of Key Financial Performance Metrics

Mr. Copeland reviewed the University’s key financial performance metrics. He reviewed the revised budgetary forecasts for the period ending January 31, 2013. Mr. Copeland also reviewed the Auxiliary Reserve analysis and highlighted the performance indicators. He stated that revenues are in-line with the previous year and expenditures are slightly ahead of the same time period of the previous year. (A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 8, March 22-23, 2013.)

Discussion Topic: Discussion of Tuition and Fees for FY 2014

President Connelly and Mr. Copeland led a discussion on the priorities and strategies that drive the cost of tuition. Ms. Connelly outlined the drivers as being academic choices, student life choices, challenges in building revenue and changes in state funding. She reviewed a chart demonstrating State increase comparisons.

Mr. Copeland reviewed a number of items that are required to be incorporated in next year’s budget. The items were listed in two categories, uncontrollable and necessary. Under uncontrollable the items included: full year impact of “Round 1” salary adjustments, the University’s portion of State raises, increase in costs for benefits and inflation. The necessary items included: cyber security lab, roles to fill accreditation concerns, increase SACS funding support, Athletics and debt service for the University Center.

The Board adjourned for lunch at 11:53 p.m. and reconvened at 1:07 p.m.

University Advancement

Item 11 – Hull Springs Farm Update

Dr. Bryan Rowland, Vice President for University Advancement, reported that Dr. Charles Ross will oversee the CE³ Program and Dr. Rowland will provide the leadership for the facility. With the retirement of Ms. Burton, a search will begin to employ a new director who will work primarily on the CE³ Program and a person will be hired to oversee the management of the day-to-day operations and programs at the farm. He also reported that there are plans to connect the Farm into the public water and sewage systems.

Item 12 – Maugans Alumni Center Update

With the assistance of a PowerPoint presentation, Dr. Rowland updated the Board on the construction plans for the Maugans Alumni Center. He reviewed the updated floor plan and a construction timeline. Dr. Rowland stated that some changes have been made to the plan since the June 2012 Board Retreat. More meeting and gathering space has been added with less campus office space. (A copy of the presentation is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 9, March 22-23, 2013.)

Item 13 – Update on Marketing Plan

An update on the University’s marketing plan was given by Dr. Rowland. He reported that the Requests for Proposals were sent out some time ago and 10 proposals were received and reviewed. Of the 10 proposals, 2 potential vendors were selected as finalists and are in the negotiation phase. He stated that the University will likely work with both of these vendors.

Item 14 – Presentation on Social Media

Mrs. Sabrina Brown, Associate Vice President for Marketing & Communications Public Relations, introduced 2 members of her staff, Mr. David Hooper, Director of Web Communications and Ms. Mary Jo Stockton, Web Technology Coordinator who presented an overview of the use of social media at Longwood. Their presentation included a general overview and approach, a video on “Social Media Revolution”, how social media is used by prospective and current students, general strategies, tactics, advertising on social media and the next steps.

Academic and Student Affairs

Item 15 – Report on Fall 2013 Admissions

Mrs. Sallie McMullin, Dean of Admissions, reviewed some of the activities being used to increase enrollment. Some of the activities included early decision, streamlining the awarding scholarships, collaborative efforts with faculty and academic departments, phone-athons and open houses. Other means of recruitment have been increasing mailings, such as *Longwood Life* magazine and meetings with out-of-state recruits and their parents.

She went on to review the Fall 2013 Admissions data. (A copy of this data is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 10 March 22-23, 2013.) Mrs. McMullin reported that freshmen applications and acceptances are ahead of the same period in 2012, while deposits are slightly behind. She also stated that she is confident that the freshman class will be larger than the current year’s. There will be a larger number of students in the Nursing School Program, in International Studies and the Plus Program.

Item 16 – Presentation by the Counseling Center

Dr. Maureen Walls-McKay, Director of the Longwood Counseling Center, highlighted services provided by the Counseling Center. She reported that with limited mental health resources in Farmville, the Center is the primary resource for psychological care for Longwood students. Dr. Walls-McKay stated that the demand for services far exceeds the staffing resources. She outlined in detail the services provided by the Center: around the clock services, psychiatric care, training programs, group counseling and collaboration through teaching and research.

The Director reported that in academic year 2011, 483 clients were seen for a total of 2,050 scheduled sessions and in 2012, 505 clients for a total of 1,640 scheduled sessions. She went on to explain

reasons students seek assistance from the Counseling Center and presented scenarios of a typical day. Dr. Walls-McKay outlined the adverse effects that mental health issues can have not just on the student suffering with the problem but also the effects it can have on the entire campus. She reviewed a list of ways the Center is dealing with the increase in clinical demands: 1) Changed the traditional 50-minute Intake (first visit) to a 30-minute Initial consultation. Decreased the wait time for an initial appointment and helps with caseload management, 2) Eliminated the luxury of holding appointments, 3) Increased focus on Group Counseling and 4) Increased utilization of graduate-level interns.

She explained that the need for outreach and consultation is greater than ever and outlined some ideas for the future direction of the Counseling Center: new position, a satellite office, professional development of full-time providers and exploring avenues for creating new sources of revenue.

Item 17 – Report from Parents’ Council and Parents Council Grant Recipients

Ms. Cate Lione, Chair of the Parents Council Grants Committee, briefed the Board on the history of the creation of the Parents Council, the Council’s involvement in University events and programs and the grants process.

Students, Ritchie Noble and Dominick Pastore, reported on their grant to fund Arduino workshops, which are tiny machines that programmers use to build robots and computers. Molly Monaghan and Whitney Beale spoke on behalf of Lancer Lunatics. They organized a grant called “Lancers On The Road” where students went to support the men’s basketball team when they played Liberty University in January.

Report from Representatives

Mr. Robert Burger, President of the Longwood University Foundation Board, presented a report on Foundation activities. His report included:

- a summary on the Foundation Board meeting
- a request for nominations from the Board of Visitors for the Foundation Board
- an announcement of the Campaign Finale on September 16, 2013
- financial report on gift receivables, annual earnings, endowed funds and bequests

(A copy of the financial information reported is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 11, March 22-23, 2013.)

Mrs. Shelton, Associate Vice President for Alumni Relations, in the absence of the Alumni Association President, presented a report on the Alumni Association activities. The report included:

- an announcement of the names of the recipients of the Alumni Awards that were presented on March 1, 2013
- a report on the Class Reunions for 1967 and 1972 and planning for Milestone and Decade Reunions and for two affinity group reunions
- a review of opportunities to engage alumni and families with a gathering at Great Wolf Lodge in Williamsburg as well as a “Farewell” visit to the Cunninghams and summer baseball games in Virginia, D.C. and North Carolina
- a report on the use of social media during the Decade of the ‘90s reunion by posting comments on Twitter and posts and photos on Facebook. The goal is to engage with alumni who are unable to attend the reunion.

(A copy of this report is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 12, March 22-23, 2013.)

Dr. Derek Taylor, Faculty Representative to the Board of Visitors, stated faculty are appreciative of the Board’s support of increasing faculty compensation but encouraged them and the administration to continue to address the problem for those faculty members who did not receive an increase last year.

Mr. Brian Reid substituting for Mr. Knight, student representative to the Board, presented a report on Mr. Knight’s behalf. His report included:

- a report on student reaction to the new dining hall brick oven has been positive
- a list of entertainment provided by Lancer Productions
- a report that student feedback on housing sign-ups has been upbeat
- stated that Greek Summit is providing information to sorority students who will be relocated during the renovation of Stubbs Residence Hall
- an announcement that a Social Justice in Action Summit was held in February to educate students on diversity
- a report on the Big Event and Spring Weekend events and activities
- an announcement that the Student Government Association is dealing with the status of unrecognized organizations. The SGA is working with the University’s administration and students representatives from both recognized and unrecognized organizations to work out a proposal for the Student Handbook
- an expression of gratitude to Board of Visitors’ member, Mr. Mobley for attending the SGA Executive Committee meeting and invited other Board members to attend the SGA meetings.

New Business

Item 18 –Discussion on Student Housing

Dr. Pierson began the discussion on student housing by outlining the residency requirements for sophomores and juniors. He stated that in the past 6 years, every student with 56 to 89 credit hours who has applied to live off campus has been released from campus housing. Dr. Pierson also stated that on-campus housing has been popular with residential students. He reported that there has been political pressure to release all juniors without requiring an application process. He went on to report that the University has a fiduciary responsibility. As part of the University’s bond agreement, Longwood is required to guarantee 95% occupancy of the housing managed through the Real Estate Foundation. Dr. Pierson stated that this is the reason that all juniors cannot be released to live off campus.

Mrs. Radcliff stated that the reason she asked that this discussion to be added to the Board agenda is because this subject is being discussed in the Virginia General Assembly and elsewhere and that there is a risk that legislation on this topic would be formally introduced in the General Assembly. She stated that she doesn’t think the General Assembly is the best venue for making a residency requirement change for Longwood and that this should be done by the University and Board of Visitors. The Rector reported that she believes that if Longwood’s student body continues to grow there will be a need for additional student housing. The Town of Farmville, Prince Edward County and the private sector can prosper from the growth. She went on to say that it would be best if all parties could work together to find a solution that would benefit everyone involved.

A lengthy discussion ensued regarding the junior mandate and eliminating the application process used to release juniors from living on-campus and the potential fiscal impact. Following the discussion, the Board decided to invite those involved to a future meeting to continue the discussions on the junior mandate.

Item 19 – Discussion on President’s Housing/Longwood House

President Connelly presented to the Board a resolution for the Board to approve regarding housing options for the President. The options included: renovating Longwood House, renovations of the Tudor House, repurpose of the Longwood Bed and Breakfast, purchasing another house in the area or new construction. Following a brief discussion regarding the options Dr. Lynch moved to approve the resolution which read: whereas, the Board of Visitors and the University consider it in the best interest to have Presidential housing that is appropriate and suitable for university related functions; and whereas, all of the options being considered are in need of some modification to meet the aforementioned goal; therefore, be it resolved that the Board of Visitors of Longwood University indicates its intent to explore all reasonable options in the near future, with those options likely to be in the \$250,000-\$750,000 range.

The motion was seconded by Mrs. Hughes and unanimously approved by the Board.

Item 20 – Update on University Center

President Connelly, Mr. Bratcher, Dr. Pierson and Mr. Copeland presented an update on the University Center. President Connelly announced that a team of Longwood administrators, staff and members of the architectural firm visited a number of Student Centers in South and North Carolina to glean information on designing and constructing Longwood’s new University Center. Through a PowerPoint presentation Mr. Bratcher and Dr. Pierson presented an overview of the new University Center. Dr. Pierson reviewed the prototype of the building from a bird’s eye-view and the possible uses of the interior space and programs that can be included in the building.

Mr. Bratcher reviewed two different construction delivery methods: design-bid-build and construction management at risk. He outlined the advantages of construction management at risk and stated that this is the approach that will be used for this project.

Mr. Copeland reviewed the payment options for constructing the University Center. He stated that the University will appropriate \$15 million through donations and \$15 million will have to be borrowed. Mr. Copeland reviewed several types of bond programs. He recommended that Longwood look at 30-year financing with bonds and has recommended that Piedmont Securities in North Carolina be hired to guide Longwood through an independent bond rating. He reported that the University should know by May, whether or not the University will formally pursue its own bond rating.

Closed Session

Dr. Lynch moved to go into Closed Session under Section 2.2-3711 A 1, 3, and 6 of the Code of Virginia to discuss personnel matters that included: the consideration of hiring new faculty members, promotion, demotion, tenure, the potential acquisition of property for a public purpose and discussion

of the investment of public funds where competition or bargaining is involved, where, if made public, initially, the financial interest of the governmental unit would be adversely affected. The motion was seconded by Mr. White and approved by the Board.

A motion was made by Mrs. Hughes to return to open session. The motion was seconded by Mr. Daniel and approved by the Board.

In compliance with the provisions of the Freedom of Information Act, the Board returned to Open Session. Mrs. Hughes moved to certify that the discussion in Closed Session was in accordance with the *Code of Virginia*. The motion was seconded by Dr. Gordon and affirmed by Mr. Daniel, Dr. Gordon, Mr. Hansen, Mrs. Hughes, Mr. Johnson, Dr. Lynch, Mrs. Maddux, Mr. Mobley, Mrs. Radcliff, Mr. Schwartz, Mrs. Walker, Mr. Ward, and Mr. White. (A copy of this compliance is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 13, March 22-23, 2013.)

Mrs. Radcliff requested that the minutes reflect that although she certified the discussion in closed session, she was not present during the discussion regarding the appeal by a faculty member of the denial of promotion and tenure.

Mrs. Radcliff reported that while in Closed Session the Board reviewed and took into consideration the affirmation of new faculty members, promotion, demotion, tenure, and the potential acquisition of property for a public purpose.

- Dr. Lynch made a motion to affirm the hiring of new faculty members: Dr. Sean Berry, Assistant Professor of English; Dr. Leslie Cook-Day, Assistant Professor of Costume Design; Ms. Kathy DeBusk, Instructor of Environmental Science; Dr. A. Renee Gutierrez, Assistant Professor of Spanish; Dr. Sujan M. Henkanaththegedara, Assistant Professor of Biology; Ms. Connie M. Koski, Instructor of Criminal Justice; Dr. Dina M. Leech, Assistant Professor of Biology; Dr. Michael S. Mucedola, Assistant Professor of Health Education and Ms. JoEllen G. Pederson, Instructor of Sociology.

The motion was seconded by Mr. Mobley and unanimously approved by the Board.

- A motion was made by Mrs. Hughes to approve candidates for promotion to the rank of professor: Dr. Melody Eaton, Dr. Steven Isaac, Dr. Edward L. Kinman, Dr. M. Leigh Lunsford, and Dr. Keith Rider, the following faculty to the rank of associate professor: Dr. Jeff Halliday, Dr. James Haug, Dr. Naomi Johnson, Dr. David Magill, Dr. Robert Marmorstein, Dr. Jason Milne, and Dr. Nancy Powers and to the rank of senior lecturer Ms. Heather Mueller Edwards.

The motion was seconded by Mr. White and unanimously approved by the Board.

- Mr. White made a motion to approve tenure for Dr. Melody Eaton, Dr. Jeff Halliday, Dr. James Haug, Dr. Naomi Johnson, Dr. David Magill, Dr. Robert Marmorstein, Dr. Jason Milne and Dr. Nancy Powers.

The motion was seconded by Mrs. Hughes and unanimously approved by the Board.

- Mrs. Hughes made a motion to approve the rank of emeritus status to Dr. John F. Reynolds, Professor Emeritus of German.

The motion was seconded by Mr. White and unanimously approved by the Board.

- Mr. White moved to deny the appeal and sustain the decision of the Provost and the President to deny promotion and tenure to a member of the faculty.

The motion was seconded by Dr. Lynch. With a vote of 10-3 the Board approved the motion. Mr. Daniel voted no and Mrs. Radcliff and Mr. Hansen abstained from voting.

- Mrs. Hughes made a motion to authorize the University to use parking reserve funds for the purchase of property as discussed in Closed Session.

The motion was seconded by Dr. Lynch and approved by the Board on a vote of 12-1. Dr. Gordon abstained from voting, citing conflict of interest.

Adjournment

There being no further business, the Rector adjourned the meeting at 6:53 p.m.

Ronald O. White
Board Secretary

LONGWOOD UNIVERSITY BOARD OF VISITORS
Saturday, March 23, 2013

Minutes

Call to order

Mrs. Radcliff reconvened the Board of Visitors' meeting at 8:59 a.m. on Saturday, March 23, 2013 in the Stallard Board Room on the campus of Longwood University.

Members present:

The Honorable John W. Daniel, II
Dr. Edward I. Gordon
Mr. Eric Hansen
Mrs. Rita B. Hughes
Mr. Thomas A. Johnson
Dr. Judi M. Lynch
Mrs. Jane S. Maddux
Mr. Stephen L. Mobley
Mrs. Marianne M. Radcliff
Mr. Brad E. Schwartz
Mrs. Shelby J. Walker
Mr. Lacy Ward, Jr. (arrived at 12:55 p.m.)

Member absent:

Mr. Ronald O. White

Present at the request of the Board:

Ms. Brenda Atkins, Executive Assistant to the President for Governmental Affairs and
Special Projects
Ms. Jeanne Hayden, Executive Assistant to the Board of Visitors

Closed Session

Dr. Lynch moved to go into Closed Session under Section 2.2-3711 A1 and 8 of the Code of Virginia to interview and discuss prospective candidates for employment for the position of President and employment contracts as related to the hiring of a new president. The motion was seconded by Mr. Daniel.

A motion was made by Mrs. Hughes to return to open session. The motion was seconded by Mr. Daniel and approved by the Board.

In compliance with the provisions of the Freedom of Information Act, the Board returned to Open Session. Mrs. Hughes moved to certify that the discussion in Closed Session was in accordance with the *Code of Virginia*. The motion was seconded by Mrs. Maddux and affirmed by Mr. Daniel, Dr. Gordon, Mrs. Hughes, Dr. Lynch, Mrs. Maddux, Mr. Mobley, Mrs. Radcliff, Mr. Schwartz and Mrs. Walker. (A copy of this compliance is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 14, March 22-23, 2013.)

Mr. Ward did not certify the discussion in closed session. He did not arrive until just before Closed Session concluded.

Mrs. Maddux moved that the Board of Visitors appoint W. Taylor Reveley, IV as President of Longwood University effective June 1, 2013 for a five year term and further moved that the Rector be authorized to negotiate and execute a contract with the President elect consistent with the terms discussed in Closed Session. Her motion was seconded by Dr. Lynch and unanimously approved by the Board.

Following the approval of the president-elect, the Rector had Mr. Reveley join the meeting to welcome him as the University's 26th president. On behalf of the Board, she stated that they are looking forward to the future and working with the president as a team.

Announcements

There were no announcements.

Adjournment

There being no further business, the Rector adjourned the meeting at 1:33 p.m.

Judi M. Lynch
Vice Rector