

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS MEETING**

**MINUTES
September 16, 2010**

Present:

Daniel K. Steen '84, Rector
Pamela J. White '74, Vice-Rector
Patricia B. Revere '63, Secretary
Mary J. Berry
Holly T. Cuellar '89
Russell H. Roberts
Joseph R. Wilson
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

President's Cabinet:

Dana B. German, Vice President for Information Technologies
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Jeffrey W. Rountree, UMW Foundation Chief Executive Officer

Faculty Representative:

Ernie C. Ackermann, University Faculty Council Chair

Following a buffet lunch at noon, Rector Steen called to order the orientation for new members of the Board of Visitors at 12:30 p.m. in the Minor Board Room of the Jepson Alumni Executive Center. He introduced Mr. Rountree to provide an overview of the University of Mary Washington Foundation.

A PowerPoint presentation by Mr. Rountree began with the history and purpose of the Foundation, which was organized and incorporated in 1975. Following an audit by the Association of Governing Boards of Universities and Colleges in 2007, the structure and bylaws of the Foundation were revised, separating the Foundation from the University. Responsibility for fundraising remained with the University, and the Foundation assumed responsibility for asset management. The Foundation Board comprises 33 Directors and four ex-officio Directors with full voting power, including the UMW Rector, President, and Chief Financial Officer, and the Alumni Board President. Term limits of four years were instituted with a maximum of three consecutive terms. The Foundation Board Executive Committee comprises six members who are fully empowered to take action. Mr. Rountree also reviewed the Foundation Board committee structure, meeting schedule, five staff, consultants, and general management of funds and real estate. In fiscal year 2011, the Foundation's annual operating budget is \$2.464M, covering Foundation operational expenses; audit, accounting, investment management, and property management fees; and \$1.4M for the University. Endowments total \$1.775M. The orientation session concluded at 1:45 p.m.

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS**

**AUDIT COMMITTEE MEETING
MINUTES
September 16, 2010**

Present:

Nanalou W. Sauder '56, Chair
Mary J. Berry, Vice Chair
Russell H. Roberts
Pamela J. White '74
Daniel K. Steen '84, Rector, ex-officio
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

Other Board Members:

Princess R. Moss '83
Joseph R. Wilson

President and Cabinet:

Richard V. Hurley, President
Dana B. German, Vice President for Information Technologies
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Richard R. Pearce, Acting Vice President for Administration and Finance
Douglas N. Searcy, Vice President for Student Affairs
Martin A. Wilder, Jr., Chief of Staff

Faculty Representative:

Ernie C. Ackermann, University Faculty Council Chair

Other Staff:

George W. Farrar, Associate Vice President of University Relations and Communication
Tera D. Kovanes, Director of Internal Audit

Other: Jacob A. Belue, Assistant Attorney General, Education Section

Chairman Sauder called the meeting of the Audit Committee to order in the Minor Board Room of the Jepson Alumni Executive Center at 2:05 p.m. and asked Ms. Kovanes to review five reports that were mailed previously to Board members.

Ms. Kovanes noted two areas in need of improvement from the Cashier's Office audit, recommending that management develop University-wide cash-handling policy and procedures and that the Department of Finance require its approval prior to departments collecting funds. The cash-handling policy and procedures were in development prior to the review. Ms. Kovanes will follow up to ensure they were completed by the target date of July 31, 2010, and that University departments were notified and an approval process was implemented by September 1, 2010.

In her report on the Purchasing Office, Ms. Kovanes identified seven opportunities for improvement and made recommendations for each, including target dates for completion. The first improvement needed is an evaluation of the current staffing level in the Office of Purchasing, which has been diminished by recent State budget reductions and loss of personnel. Ms. Kovanes will follow up to ensure that the vacant buyer specialist position is filled by September 2010 and that a plan outlining an appropriate resource level with a supporting funding proposal is completed by December 2010. Secondly, a plan should be in place by December 2010 to ensure that personnel in the Purchasing Department are well-versed in Virginia Information Technology Agency (VITA) procurement policies and procedures and that these are incorporated in training programs. Another opportunity for improvement is to delegate small-dollar computer equipment and peripheral purchases to end users; an evaluation by management of opportunities to streamline targeted, standardized equipment purchases is due October 31, 2010. Management is also reviewing IT software and Enterprise Application Services instituted by the former Vice President for Information Technologies to determine whether they are cost-beneficial, with a target date for completion of September 20, 2010. Finally, management will explore and consider alternate computer storage locations and current procurement funding and processing cycles in order to better secure IT equipment purchased by the IT Business Office; the target completion date is January 30, 2011. Ms. Kovanes will report on the progress and completion of all these recommendations to the Audit Committee.

Ms. Kovanes presented a status report on Internal Audit activities since April 19, 2010, including special assignments for the required VITA report, an inventory at Brompton, and annual year-end inventory and cash accounts. She noted the outstanding opportunity for improvement with regard to data protection policies and procedures, and Mrs. Sauder requested that this be completed by the target date of December 30, 2010. Ms. Kovanes also reviewed current and upcoming plans for a Record Retention review, Financial Aid review, and Human Resources processes for new recruitment and orientation.

The annual audit plan including the timing, scope, and objectives of audit in fiscal year 2011 was reviewed. Ms. Kovanes explained that the plan is based on risk assessment, management requests, and VITA requirements utilizing a work year of 1,520 hours that excludes holidays and vacation. Mr. Roberts moved, Judge White seconded, and all members agreed to recommend to the Board adoption of the FY11 Audit Plan.

The Audit Committee Charter was presented, as required annually. There were no changes in the Charter from last year, nor any revisions requested by the Committee. On motion by Mr. Roberts and seconded by Judge White, all members agreed to recommend to the Board adoption of the Audit Committee Charter.

Adjournment

There being no further items to discuss, the Chair declared the meeting adjourned at 2:40 p.m.

Approved: _____
Chair, Audit Committee

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS**

**ADVANCEMENT, COMMUNICATION, AND EXTERNAL AFFAIRS MEETING
MINUTES**

September 16, 2010

Present:

Patricia B. Revere '63, Chair
Holly T. Cuellar '89, Vice Chair
Mary J. Berry
Princess R. Moss '83
Nanalou W. Sauder '56
Daniel K. Steen '84, Rector, ex-officio
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk

Also Present:

Other Board Members:

Martha K. Leighty '75
Xavier R. Richardson
Russell H. Roberts
Pamela J. White '74
Joseph R. Wilson

President and Cabinet:

Richard V. Hurley, President
Dana B. German, Vice President for Information Technologies
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Richard R. Pearce, Acting Vice President for Administration and Finance
Douglas N. Searcy, Vice President for Student Affairs
Martin A. Wilder, Jr., Chief of Staff

Faculty Representative:

Ernie C. Ackermann, University Faculty Council Chair

Other Staff:

George W. Farrar, Associate Vice President of University Relations and Communication

Other:

Jacob A. Belue, Assistant Attorney General, Education Section

Chairwoman Revere called to order the meeting of the Advancement, Communication, and External Affairs Committee in the Minor Board Room of the Jepson Alumni Executive Center at 2:40 p.m. Mr. Meringolo highlighted the fundraising report provided in advance of the meeting. Gifts to the University in fiscal year 2010 surpassed the goal of \$6M by five percent. Throughout the summer months and fall this year, staff has focused on travel with the new President to develop external relations. Fall Phonathon has begun, raising \$21K just the previous

night. Last June, a Parent Leadership Circle was established comprising a selective group of parent donors who act as ambassadors of UMW by soliciting other parents.

Mrs. Revere commended the Advancement team for their great job in a difficult economy. She presented donor terms of agreement for three scholarships and an endowment to recommend to the Board for approval.

Mr. Meringolo presented a proposal for the next fundraising campaign to support goals and objectives identified in the UMW Strategic Plan. The quiet, nucleus phase will begin in July 2011 with a series of private meetings with major donors. Following some discussion of the language in a draft resolution, Mr. Meringolo requested the Board's endorsement of the campaign, noting that their support and involvement are critical to its success.

In his Alumni Relations report, Mr. Meringolo reported that on July 1, Derek Bottcher '96 began his two-year term as President of the Alumni Association, which hosted a reception for the parents of new students at the end of move-in day and will be meeting in conjunction with Homecoming in October. During his University Relations report, Mr. Meringolo thanked Mr. Wilson for space on two billboards in the Richmond area during the fall and winter season. Other new initiatives in marketing, publications, and news and public information include a "brag sheet" highlighting the numerous accolades of UMW in national rankings; electronic signage at Eagle Village; a Yahoo campaign for Stafford Campus information sessions, a series of ads in the *Washington Examiner* for Professional Development courses this fall; spots on NPR in Tidewater and Richmond this fall; and EagleEye, an interactive web site designed to improve internal communication at UMW.

Adjournment

There being no further items to discuss, the Chair declared the meeting adjourned at 3:38 p.m.

Approved: _____
Chair, Advancement, Communication, and External Affairs Committee

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS**

**STUDENT AFFAIRS COMMITTEE MEETING
MINUTES**

September 16, 2010

Present:

Xavier R. Richardson, Vice Chair
Joseph R. Wilson, Vice Chair
Holly T. Cuellar '89
Martha K. Leighty
Princess R. Moss '83
Daniel K. Steen '84, Rector, ex-officio
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

Other Board Members:

Mary J. Berry
Patricia B. Revere '63
Russell H. Roberts
Nanalou W. Sauder '56
Pamela J. White '74

President and Cabinet:

Richard V. Hurley, President
Jay A. Harper, Provost
Dana B. German, Vice President for Information Technologies
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Richard R. Pearce, Acting Vice President for Administration and Finance
Douglas N. Searcy, Vice President for Student Affairs
Martin A. Wilder, Jr., Chief of Staff

Faculty Representative:

Ernie C. Ackermann, University Faculty Council Chair

Other Faculty, Staff, and Students:

George Farrar, Associate Vice President for University Relations and Communication
Christine M. Porter, Director of Residence Life
Timothy M. O'Donnell, Associate Professor of Communication and Director of Debate
Sarah N. Spangler, Honor Council President

Other:

Jacob A. Belue, Assistant Attorney General, Education Section

Chairman Richardson called the meeting of the Student Affairs Committee to order in the Minor Board Room of the Jepson Alumni Executive Center at 3:40 p.m. and called upon Ms. Spangler

for a report from the Honor Council. She reviewed the Fredericksburg Campus Honor Council cases pending, scheduled, and completed, noting that there have been no accusations made this fall. Elections of Freshman Representatives are completed, and training is underway for all members of the Honor Council. Themes this year include building community with students, faculty, and the Board. Ms. Spangler thanked the Board and administration for their participation in the Honor Convocation for new students.

Ms. Porter reported on the move-in of students for the fall semester. Oversight of Eagle Landing was transferred to the University on July 9, and students moved in over four days beginning on August 6. All furniture is in place with exception of the kitchen bar stools and conference room. Early challenges with the new facility have been the sensitive fire alarm system and provision of hot water. Residence Life also facilitated 700 students arriving early on August 1, and 1,000 first-year students moving in a period of just four hours.

Dr. Searcy provided an update on other student affairs, noting that this month a meditation space will open, and all faculty and staff are invited to engage with students and their families on Family Weekend. Other activities include a dinner invitation from Vice President Biden to two students representing Student Anti-Violence Educators (SAVE); identification of Charity Water as a primary philanthropy project for all student clubs; and celebration of Latino Month. Dr. Searcy announced that Dr. Tevya Zukor is the new Director of Counseling and Psychological Services, as well as a licensed clinical psychologist and Certified Group Psychotherapist with professional expertise in the areas of trauma, crisis, and interpersonal relationships. Dr. Searcy is working with committees on education across campus regarding sexual assault and alcohol; on space utilization policies at the Anderson Center; and on speakers to be sponsored by the James Farmer Visiting Professor Committee.

Adjournment

There being no further items to discuss, the Chair declared the meeting adjourned at 4:15 p.m.

Approved: _____
Chair, Student Affairs Committee

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS**

**ACADEMIC AFFAIRS COMMITTEE MEETING
MINUTES
September 16, 2010**

Present:

Martha K. Leighty '75, Chair
Pamela J. White '74, Vice Chair
Holly T. Cuellar '89
Patricia B. Revere '63
Daniel K. Steen '84, Rector, ex-officio
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

Other Board Members:

Mary J. Berry
Princess R. Moss '83
Xavier R. Richardson
Russell H. Roberts
Nanalou W. Sauder '56
Joseph R. Wilson

President and Cabinet:

Richard V. Hurley, President
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Richard R. Pearce, Acting Vice President for Administration and Finance
Jeffrey W. Rountree, UMW Foundation Chief Executive Officer
Martin A. Wilder, Jr., Chief of Staff

Faculty Representatives:

Ernie C. Ackermann, University Faculty Council Chair

Other Faculty and Staff:

Taiwo Ande, Associate Provost for Institutional Analysis and Effectiveness
George W. Farrar, Associate Vice President of University Relations and Communication
Kim Johnston, Dean of Admissions
Timothy M. O'Donnell, Associate Professor of Communication and Director of Debate

Other:

Jacob A. Belue, Assistant Attorney General, Education Section

Absent:

Randall R. Eley

Chairwoman Leighty called to order the Academic Affairs Committee meeting in the Minor Board Room of the Jepson Alumni Executive Center at 4:15 p.m. and requested that Dr. Harper provide an update on reaffirmation by the Southern Association of Colleges and Schools

(SACS). He explained that the process is two-pronged, including a compliance review due September 2012 that is chaired by Dr. O'Donnell and a Quality Enhancement Plan (QEP) chaired by Dr. Nina Mikhalevsky. Dr. O'Donnell explained that the compliance review comprises three teams for leadership, compliance certification, and web development. Dr. Harper announced that the recommendations made by SACS in 2003 have been met, but more work is needed in the area of institutional research and effectiveness. He introduced Dr. Ande, who is in the process of collecting information across campus.

Dr. Harper introduced Dr. Johnston to provide an enrollment report. She noted that the academic year began with 966 freshmen on August 18, similar to last year, 231 transfer students, and a 205 minority enrollment that includes an increase in the number of students identifying as Native American from one to eight.. Mr. Roberts congratulated the Admissions team on the success of the Rappahannock Scholars program.

Regarding faculty transition to the new three-college structure, Dr. Harper explained that there are 26 faculty members from the former College of Graduate and Professional Studies with two years remaining on their three-year renewable contracts. A committee comprising faculty from the Fredericksburg and Stafford campuses recommended providing three options when these contracts expire. Faculty must decide by August 2011 whether to end their service at UMW, transfer to a renewable term appointment as lecturer or senior lecturer, or begin on a tenure track (the new colleges will have tenure-track criteria established by January 1, 2011).

Mrs. Revere made a motion, seconded by Judge White, that the Committee go into Closed Meeting pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia to discuss the Personnel Docket. Everyone left the room except Board members present, President Hurley, Dr. Harper, and Mr. Belue. At the conclusion of the discussion, on a motion by Judge White, seconded by Mrs. Revere, and agreed to by all Committee members present, the Board came out of Closed Meeting. In compliance with the Virginia Freedom of Information Act, Mrs. Revere made a motion, seconded by Judge White, to adopt the Certification of Closed Meeting that was read and is attached to these minutes as Appendix A. Mrs. Revere called the roll to ascertain whether each member was in agreement with the certification that the purpose of the Closed Meeting had been strictly adhered to. All members present were in agreement.

Rector Steen announced that a variety of UMW items from the Bookstore was on display for consideration by members of the Board to increase University visibility in their hometowns. He made some general housekeeping announcements regarding the faculty reception and Board dinner following the meeting, and noted a change in the schedule with the Nominating and Governance Committee convening in the morning at 8 a.m.

Adjournment

There being no further items to discuss, the Chair declared the meeting adjourned at 5 p.m.

Approved: _____
Chair, Academic Affairs Committee

Addendum: Appendix A

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS**

**NOMINATING AND GOVERNING COMMITTEE MEETING
MINUTES
September 17, 2010**

Present:

Pamela J. White '74, Chair
Princess R. Moss '83, Vice Chair
Randall R. Eley
Russell H. Roberts
Nanalou W. Sauder '56
Daniel K. Steen '84, Rector, ex-officio
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

Other Board Members:

Mary J. Berry
Holly T. Cuellar '89
Xavier R. Richardson
Joseph R. Wilson

President and Cabinet:

Richard V. Hurley, President
Dana B. German, Vice President for Information Technologies
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Douglas N. Searcy, Vice President for Student Affairs
Martin A. Wilder, Jr., Chief of Staff

Faculty Representatives:

Ernie C. Ackermann, University Faculty Council Chair

Other Staff:

George W. Farrar, Associate Vice President of University Relations and Communication
Other: Jacob A. Belue, Assistant Attorney General, Education Section

Chairwoman White called to order the meeting of the Nominating and Governance Committee in the Minor Board Room of the Jepson Alumni Executive Center at 8:08 a.m. and requested that Ms. Corbin provide the status of the proposed electronic board book. She announced that a contract between UMW and Emerald Data Solutions has been finalized to provide for a web-based service called BoardDocs. Training will be provided for the Clerk and Deputy Clerk, President and Cabinet members, and their administrative assistants on October 26 and 27 and for members of the Board during their meeting on November 18. A selection of computers including standard laptops, ThinkPad tablets, netbooks, and iPads will be provided the Board during training to determine their preference for during meetings. Board members also are invited to bring in their personal computer devices so that UMW Information Technologies (IT) staff can ensure they have the necessary software to access BoardDocs from home. The Clerk of the Board will serve as the document publisher and project manager; the Deputy Clerk will be

the backup document publisher; and the Chief Information Officer's Administrative Assistant and past SGA President Sean O'Brien will serve as the IT contact.

Regarding the Committee's responsibility for Board development and assessment, Judge White noted that the Nominating and Governance Committee will not be official until the revised Board Bylaws are formally adopted. She defined development and governance to describe the anticipated scope of the new committee's work. She asked Mr. Roberts to review the nominating procedure used during the past year for Board officers. Mr. Roberts explained that nominations were requested long before the committee met in August 2010, which enabled the process to move smoothly without any contest. Judge White noted that the Association of Governing Boards best practices include Board self-evaluation from time to time. The proposed Board Bylaws revisions call for this at least once every three years. In April 2010, the Board approved the prospect of a three-year assessment of the President. Judge White will begin developing a working draft that will consider coordinating the Board self-evaluation with the presidential evaluation.

Judge White reviewed the revisions to the Board Bylaws recommended by the Executive Committee on August 28 and approved by Senior Assistant Attorney General Ronald Forehand. She noted one additional revision that states nominees for Board officers must have at least two years remaining in their terms or must be eligible for reappointment to the Board. She also pointed out that the powers and duties of the Board are better organized in the revised version; "other actions" were added to the Board's powers and duties "to advance the mission, promote the general welfare, and oversee the affairs of the University"; the seven-day notice of special meetings is changed to three days, and the 10-day transmittal of agenda is changed to five days; tenure and experience of nominees as at-large members of the Executive Committee shall be considered rather than required; a provision for the President to attend all meetings of the Executive Committee confirms practice; monitoring of accreditation by SACS and other essential organizations was added to Academic Affairs Committee work; language was added to the Advancement, Communication, and External Affairs Committee to address the importance of maintaining and developing a good relationship with the UMW Foundation; a new committee for Nominating and Governance was added; and the appointment process for the president was adjusted to lend more flexibility to the Board.

Mrs. Sauder thanked Judge White for her work on the Bylaws. Mr. Roberts made a motion, seconded by Ms. Moss, that the Committee recommend the revised Bylaws to the Board for approval. All members were in favor.

Judge White announced that the Association of Governing Boards annual conference will be in San Diego on April 3-5, 2011, and encouraged Board members who have not attended to go. The pre-conference sessions will likely be scheduled April 1-3, 2011.

Adjournment

There being no further items to discuss, the Chair declared the meeting adjourned at 8:38 a.m.

Approved: _____
Chair, Nominations and Governance Committee

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS**

**ADMINISTRATION, FINANCE, AND FACILITIES COMMITTEE MEETING
MINUTES**

September 17, 2010

Present:

Russell H. Roberts, Chair
Mary J. Berry, Vice Chair
Randall R. Eley
Xavier R. Richardson
Joseph R. Wilson
Daniel K. Steen '84, Rector, ex-officio
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

Other Board Members:

Holly T. Cuellar '89
Martha K. Leighty
Princess R. Moss '83
Pamela J. White '74
Nanalou W. Sauder '56

President and Cabinet:

Richard V. Hurley, President
Dana B. German, Vice President for Information Technologies
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Richard R. Pearce, Associate Vice President for Business and Finance
Jeffrey W. Rountree, UMW Foundation Chief Executive Officer
Douglas N. Searcy, Vice President for Student Affairs
Martin A. Wilder, Jr., Chief of Staff

Other Staff:

George Farrar, Associate Vice President for University Relations and Communication
Susan E. Knick, Assistant Vice President for Public Safety and Community Services
Tera Kovanes, Internal Auditor
Paul C. Messplay, Executive Director of Budget Analysis
Eddie Perry, Chief of Police
John P. Wiltenmuth III, Associate Vice President for Facilities

Faculty Representative:

Ernie C. Ackermann, University Faculty Council Chair

Student Representative:

Ashley C. Nixon, Student Government Association President

Other:

Jacob A. Belue, Assistant Attorney General, Education Section
Reporters, *The Bullet*

Chairman Roberts called to order the meeting of the Administration, Finance, and Facilities Committee in the Minor Board Room of the Jepson Alumni Executive Center at 8:39 a.m. and asked Mr. Pearce to introduce Ms. Knick, who described the search process for a new UMW police chief. She introduced Chief Perry and described his qualifications. Chief Perry explained his short-term goal as community policing with the opportunity to educate students and his long-term goal to develop a professional organization and seek accreditation.

Mr. Wiltenmuth entertained questions on the campus construction and planned projects included in the Board's advance packet, noting that the Dahlgren project is on schedule. There is an eight-year easement for the new UMW rowing pier at the City Dock on the Rappahannock River, where use is prohibited from November through March due to the Ferry Farm view shed.

Regarding the State budget, Mr. Pearce reported that no additional reductions are anticipated. However, the State has reached its debt capacity, and it is hoped that the capacity will be increased in order for UMW to utilize the Equipment Trust Fund for IT purchases and equipment at Dahlgren, as well as the maintenance reserve fund.

Mr. Pearce reported that the University closed out the fiscal year ending June 30, 2010, in the black, spending the Education and General (E&G) Fund for instructional purposes down to \$0, and maintaining healthy reserves in the Auxiliary and Comprehensive Funds. He distributed a report on revenues and expenditures for the period ending August 31, 2010, noting that the E&G fund, Comprehensive Fee, and Museum and Cultural Services are in line with projections for this time of the year. With regard to the self-supporting Auxiliary Enterprises, Mr. Pearce explained that projections for housing and dining fees and sales might not be achieved in full due to increased "summer melt" of enrolled students, and bookstore sales are declining due to electronic and rental textbooks.

Two resolutions were presented to authorize the sale of bonds to finance the Battleground Athletic Complex upgrade and Residence Hall renovations and to permit the University to reimburse itself from bond proceeds for certain expenses already incurred for both projects. Mr. Richardson made a motion, seconded by Mr. Wilson, to recommend approval of the resolutions to the Board of Visitors.

Following a 10-minute recess, Mr. Roberts called on Mr. Pearce for information concerning future tuition and fee rates, noting that this discussion began in July at the Board retreat, and a long-term plan will be provided in November to pay for the goals identified in the five-year Strategic Plan. Mr. Messplay provided a PowerPoint presentation, beginning with a refresher on the University operating budget environment. He reviewed the key budget strategies to manage State funding reductions between FY08-12, which total \$8M or 35%. Looking ahead to 2012, Mr. Messplay noted unavoidable cost increases, new initiatives, and planning assumptions. The Strategic Plan is guiding budget priorities; the total cost of its implementation is \$20-25M. In order to raise the required funds, Mr. Messplay presented rate scenarios for 25%, 20%, and 15% increases, including the total and net amounts that would be raised by each after existing obligations; the ways that funds would be used; and the resulting UMW placement for in-state and out-of-state tuition and fees among all Virginia public colleges and universities .

Mr. Roberts invited comments from Board members and the Faculty and Student Representatives. Ms. Nixon commented on the importance of UMW's recognition as a good value. Dr. Ackermann noted that during the past 10 years, faculty salaries have been raised only three times, and there have been no new sabbaticals. He is encouraged by what could be achieved with increased tuition at the 25% level, all of which is important in order to maintain the quality of the institution, and disappointed at what would be lost with a 20% increase.

Mr. Eley made a motion, seconded by Ms. Berry, that the Committee go into Closed Meeting pursuant to Sections 2.2-3711 (A) (3) and (A) (6) of the Code of Virginia to discuss the acquisition of real estate and investment of public funds. Everyone left the room except Board members, the Clerk of the Board, the President, Cabinet members, Mr. Belue, and four representatives from Concord Eastridge. At the conclusion of the discussion, on a motion by Ms. Berry, seconded by Mr. Eley, and agreed to by all members, the Committee came out of Closed Meeting. In compliance with the Virginia Freedom of Information Act, Mr. Roberts made a motion, seconded by Mr. Eley, to adopt the Certification of Closed Meeting that was read and is attached to these minutes as Appendix A. Mr. Roberts called the roll to ascertain whether each member was in agreement with the certification that the purpose of the Closed Meeting had been strictly adhered to. All members were in agreement.

Adjournment

There being no further items to discuss, the Chair declared the meeting adjourned at 11:50 a.m.

Approved: _____
Chair, Administration, Finance, and Facilities Committee

Appendix A

**UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS MEETING**

MINUTES

September 17, 2010

Present:

Daniel K. Steen '84, Rector
Pamela J. White '74, Vice-Rector
Patricia B. Revere '63, Secretary
Mary J. Berry
Holly T. Cuellar
Randall R. Eley
Martha K. Leighty '75
Princess R. Moss '83
Xavier R. Richardson
Russell H. Roberts
Nanalou W. Sauder
Joseph R. Wilson
Mary R. Corbin '71, Clerk of the Board
Betsy J. Chinn, Deputy Clerk of the Board

Also present:

President and Cabinet:

Richard V. Hurley, President
Dana B. German, Vice President for Information Technologies
Jay A. Harper, Provost
Salvatore M. Meringolo, Vice President for Advancement and University Relations
Richard R. Pearce, Acting Vice President for Administration and Finance
Jeffrey W. Rountree, UMW Foundation Chief Executive Officer
Martin A. Wilder, Jr., Chief of Staff

Faculty Representative:

Ernie C. Ackermann, University Faculty Council Chair

Student Representative:

Ashley C. Nixon, Student Government Association President

Other Faculty and Staff:

Taiwo Ande, Associate Vice President for Institutional Analysis and Effectiveness
Martha G. Morrison, Assistant Director of News and Public Information

Other:

Jacob A. Belue, Assistant Attorney General, Education Section

Following lunch with faculty who have received awards since last April, Rector Steen called the meeting of the Board of Visitors to order at 1:05 p.m. Mr. Roberts made a motion, seconded by Judge White and agreed to by all Board members, that the May 7, 2010, meeting minutes be approved. Mrs. Revere made a motion, seconded by Ms. Moss and agreed to by all Board

members, that the July 16-18, 2010, meeting minutes be approved. Judge White made a motion, seconded by Mrs. Sauder and agreed to by all Executive Committee members, that the August 28, 2010, meeting minutes be approved as amended to replace the Nominating and Governance Committee with the Bylaws Committee in the body of the minutes.

In the Rector's Report, Mr. Steen acknowledged President Hurley and a great start to the new academic year, noting enthusiasm for the President's vision for UMW to become the best public liberal arts university in the nation. He welcomed Professor Ackermann, Ashley Nixon, and their active participation in Board meetings. The Rector recalled his challenge to Board members in July to play a large supporting role at the University, and recognized individuals who have done so, including Mr. Wilson's provision of billboards on I-95, Mr. Robert's participation with the Rappahannock Scholars, and Judge White's keynote speech at Honor Convocation. Mr. Steen also recognized Mrs. Sauder for her work as Rector the past two years, and reviewed his own engagements at UMW over the next several months. Finally, he announced that the Executive Committee had discussed how best to communicate with the President in order to be mindful of his time and recommended that all communication be funneled through the Rector.

In the President's Report, Mr. Hurley announced that the color ads in the *Washington Examiner* netted 12 registrations for programs at the Stafford campus. In the future, President Hurley noted that he will be asking the Board to tweak the UMW Mission Statement, last approved as part of the Strategic Plan, to include items such as economic development and undergraduate research. In other announcements, he said that support for the James Farmer postal stamp will be requested in the next issue of the *UMW Magazine*. President Hurley is hosting a social dinner next month for members of City Council and local Board members. A UMW Staff Advisory Council is launching according to the Strategic Plan. Mr. Pearce and Mr. Rountree recently made presentations at a conference in California and used the "brag sheet" included in the Board packet as a PowerPoint slide. On March 30 and 31, UMW will celebrate the 50th Anniversary of the Freedom Riders organized by James Farmer. Finally, President Hurley commented on issues identified by the Governor's Commission on Higher Education to produce 100,000 more degrees in Virginia over the next 15 years. The report due to the Governor on November 20, 2010, is expected to recommend such as three-year graduation goals; increased graduation rates; year-round use of facilities; a rainy-day fund for higher education; increased affordability using electronics; shared services for efficiency; and more autonomy linked with key outcomes.

In his Faculty Report, Dr. Ackermann reviewed his tenure at UMW, beginning in 1980 when he was hired to start a program in Computer Science. He has served as the Faculty representative to the Board in 1993-94 and 2002-04, and now in 2010-11 as Chair of the new University Faculty Council. The Council comprises two representatives from each of the three colleges and four members at large along with the President, Provost, and Deans. They are in the process of revising the *Faculty Handbook* to reflect the new University structure. Dr. Ackermann distributed the minutes from the Council meeting on May 18, 2010.

Ms. Nixon reported that the Student Government Association Executive Cabinet has great energy, and their respective student organizations are volunteering collectively in large numbers to work on events such as Homecoming and the first annual Virginia Student Leaders Summit.

Dr. Wilder provided an historical overview of the National Survey of Student Engagement (NSSE), which began in the late 1990s with a grant from the Pew Trust to enhance effective educational practice by surveying first- and fourth-year students' perceptions of and satisfaction with their school. UMW implemented the NSSE survey in 2002 and has used the results to improve the student experience by instituting the freshman seminar, an experiential learning requirement, a revamping of the first-year advising program, and a customer service initiative. Dr. Ande reviewed the 2010 NSSE data, noting areas for improvement at UMW in comparison to selected peer institutions. Benchmark comparisons include the level of academic challenge; active and collaborative learning; student-faculty interaction; enriching educational experiences; and supportive campus environment. He noted that the benchmark trends have risen substantially since 2006, but areas for improvement remain. Dr. Wilder added that individual survey items will be studied in order to improve where needed.

Ms. German provided an update on Information Technologies since her return to UMW last spring, handing out an organization chart of her division. At the request of the President, she is focusing on four items: user services, communication with campus constituents, a new data center, and an advisory committee to allocate resources for deferred technology needs. In addition, she is working on a security program to address VITA requirements, prioritization and funding for technology requests, and a strategic plan. The discontinued in-house help desk was reinstated in July, and training for campus constituents is planned.

Rector Steen called upon each Board Committee Chair to provide reports. Mrs. Sauder stated that the Audit Committee discussed three reports along with the Audit Plan and Audit Committee Charter. She made a motion to approve the Committee's recommendation to adopt the Audit Plan for 2010-11; all Board members were in favor. Mrs. Sauder made a motion to adopt the Audit Committee Charter, and all Board members were in favor. The Audit Plan and Charter are attached hereto as Appendices A and B.

Mrs. Revere recommended the adoption of four donor terms of agreement. All members were in favor. The three scholarships and the endowment are attached hereto as Appendices C, D, E, and F. Mrs. Revere made a motion, agreed to by all Board members, to approve a new fundraising campaign, attached hereto as Appendix G.

Mrs. Leighty reported that Dr. Harper had provided the Academic Affairs Committee an update on SACS reaffirmation and reports on enrollment and faculty transition to the three colleges. She made a motion to approve the Committee's recommendation to adopt the Personnel Docket for Teaching/Instructional Faculty. All members were in favor. The Docket is attached hereto as Appendix H.

Mr. Roberts noted that members of the Administration, Finance, and Facilities Committee met Chief of Police Perry; heard updates on campus construction and capital projects and on the State budget; reviewed year-end and August 31, 2010, budget reports; heard a presentation on tuition

and fees; and held a closed meeting regarding Eagle Village. The Committee recommended passage of two resolutions on Bond financing, which Mr. Roberts presented separately for Board approval. All Board members were in favor. The resolutions are attached hereto as Appendices I and J.

Judge White reported that the Nominating and Governance Committee is the newest committee appointed by the Rector and reviewed its purpose, genesis, and work to date. Training for BoardDocs will be provided at the Board meeting in November. On August 28, 2010, the Executive Committee reviewed and recommended proposed revisions to the Board Bylaws. Judge White moved adoption of the revised Board Bylaws in entirety. All members were in favor. The revised Bylaws are attached hereto as Appendix K.

Mrs. Revere moved, seconded by Ms. Moss, that the Board go into Closed Meeting pursuant to Sections 2.2-3711 (A) (3) of the Code of Virginia to discuss Acquisition of Real Estate and (A) (6) to discuss Investment of Public Funds. Everyone left the room except President Hurley, Ms. Corbin, Mr. Pearce, and Mr. Belue. At the conclusion of the discussion, on a motion by Mr. Roberts, seconded by Mrs. Revere, and agreed to by all members present, the Board came out of Closed Meeting. In compliance with the Virginia Freedom of Information Act, Mrs. Revere made a motion, seconded by Judge White, to adopt the Certification of Closed Meeting that was read and is attached to these minutes as Appendix L. Mrs. Revere called the roll to ascertain whether each member was in agreement with the certification that the purpose of the Closed Meeting had been strictly adhered to. All members present were in agreement. Mr. Eley was absent for the vote.

The Rector announced that future Board members will begin with dinner on Thursday evening and conclude by noon on Saturday.

Adjournment

There being no further items to discuss, the Rector declared the meeting adjourned at 3:25 p.m. Board members traveled to the new campus in Dahlgren for a groundbreaking ceremony for the first building of the Education and Research Center.

Approved: _____
Rector

Approved: _____
Secretary

Attachments:

- Appendix A – Audit Plan for Fiscal Year 2010-2011
- Appendix B – Audit Committee Charter for Fiscal Year 2010-2011
- Appendix C – Jesse B. Bennett Scholarship, \$25,000
- Appendix D – Bruckner-Merrill Endowment for German Studies, \$20,000
- Appendix E – June Davis McCormick '49 Scholarship, \$60,000
- Appendix F – Dr. George M. Van Sant Scholarship, \$20,000
- Appendix G – Fundraising Campaign
- Appendix H – Personnel Docket for Teaching/Instructional Faculty
- Appendix I – Resolution of the Board of Visitors of University of Mary Washington
regarding the Virginia College Building Authority Pooled Bond Program
- Appendix J – Resolution of the Board of Visitors of the University of Mary Washington
Declaring the Intention to Reimburse the Cost of Certain Expenditures
- Appendix K – Bylaws - Board of Visitors
- Appendix L – Certification of Closed Meeting