

**UNIVERSITY OF MARY WASHINGTON**

**BOARD OF VISITORS**

**September 14, 2007**

**MINUTES**

**Present:**

Randall R. Eley  
Elizabeth F. Foster ('69)  
Benjamin W. Hernandez ('95)  
Martha K. Leighty ('75)  
Princess R. Moss ('83)  
J. William Poole  
Patricia B. Revere ('63)  
Xavier R. Richardson  
Russell H. Roberts  
Nanalou W. Sauder ('56)  
Daniel K. Steen ('84)  
C. Maureen Stinger ('94)

**Also Present:**

Amy J. Andersen, Clerk of the Board  
Rosemary Barra, Vice President for Academic Affairs and Dean of the Faculty  
Meta R. Braymer, Vice President for Graduate & Professional Studies and Dean of the Faculty and Special Assistant to the President for Strategic Initiatives and Partnerships  
Bernard M. Chirico, Vice President for Student Affairs and Dean of the Students  
Stephen Fuller, CAS Faculty Representative  
Norah Hooper, CGPS Faculty Representative  
Richard V. Hurley, Acting President  
Jeanie Kline, Associate Vice President for Academic Affairs and Administrative Services  
John K. "Jack" Knight, Representative from the Attorney General's Office  
Nina Mikhalevsky, Vice President for Strategy and Policy  
Jeffrey W. Rountree, Vice President for Advancement  
Krishna Sinha, Student Government Association President  
Helen Vanderland, Director of Internal Audit  
Martin A. Wilder, Vice President for Enrollment and Communications

Rector Poole convened the meeting of the Board of Visitors in the Minor Board Room of the Jepson Alumni Executive Center at 8:58 a.m. and announced that the resolution to suspend the UMW rowing program had been removed from the agenda due to a successful partnership with the Hope Springs Marina.

The morning began with a presentation from Mr. Richard Novak of the Association of Governing Boards. Mr. Novak's outline included the following topics of discussion: board

responsibilities, individual trustee responsibilities, characteristics of an effective board, and ambiguities and uncertainties of board service. He then offered to take questions from those in attendance.

After a short break, the board enjoyed a lively presentation about the Centennial Celebration. Co-chairs Dr. Carter Hudgins and Dr. Bill Crawley, along with Ms. Ranny Corbin, provided a preview of upcoming exhibitions, concerts, lectures, and other events designed to reflect shared pride in the University's history and also provide new opportunities to involve the local community. Ms. Corbin highlighted Legislative Day (January 16 in Richmond), Founder's Day (March 14), and a special art show on the first Friday in March. Co-chairs Hudgins and Crawley outlined several "legacy projects" like digitalizing photos for the archives and redesigning the University mace. Dr. Crawley also summarized the progress he has been making on his book project on the history of UMW. He anticipates that the 800-page book will be available in Summer 2008.

At the conclusion of the Centennial presentation, the Core vice presidents offered brief reports for their respective areas. Dr. Mikhalevsky described her main objectives as the Office of the Provost is developed. She thanked her peers for their support, professionalism, and collaboration and outlined a few of the major initiatives: faculty salaries, development, and course loads; unification of procedures and policies in the entire academic area; re-establishment of the University Council; improvements in the IT department; and admissions and enrollment management.

Dr. Wilder continued along these lines with a summary of his admissions report. He noted that out-of-state enrollment is becoming more challenging – not just at UMW, but nationwide. He commented that the admission office is striving to develop a more diverse student body in terms of race and ethnicity. Mr. Eley commented, and the board agreed, that diversity/minority issues should be a main topic of discussion for the November meeting.

The next report came from Dr. Barra in Academic Affairs. She reviewed several of the initiatives designed to enrich the first year experience, such as freshmen seminars and a more robust orientation. Dr. Barra also summarized the progress being made with the General Education curriculum. The task group submitted the curriculum to the Faculty Senate. The Senate will then distribute it to various subcommittees for review. Dr. Barra announced that a faculty vote would be taken in November.

Next on the agenda was a report from Student Affairs. Mr. Sinha described several campus events and current initiatives and noted that he will be traveling to Honduras with UMW alumnus Shin Fujiyama ('07) in the year ahead. Following the SGA report, Dr. Chirico commented briefly on the Honor System and noted that CGPS was working through their first incident of an honor code violation. He also noted that the James Farmer Multicultural Center has a new director, Reverend Shaunna Payne.

Mr. Hurley reviewed recent developments with State funding, commenting that the State now gives general appropriation funds on a monthly basis instead of in one lump sum. A \$2.2 million reduction will be reflected in the November reports and includes a \$1.6 million reduction in general funds and a \$500,000 reduction in tuition and fees. Mr. Hurley reported that a recent evaluation of the deck on Woodard Campus Center revealed that it is not constructed for

commercial code and is now closed. The deck must be torn down and a new design was proposed which would connect Woodard to campus walk. The deck would provide open seating, but there would also be shades that go up and down allowing greater use of the facility during the winter months and inclement weather.

Ms. Vanderland reviewed three reports that were submitted to the board: QAR (Quality Assurance Review), Network Closet, and a general status report which reaffirmed and updated the internal audit charter. Ms. Sauder highlighted some minor wording changes to the status report and Ms. Vanderland invited questions from the board members.

Ms. Allyson Moerman, Assistant Vice President for Finance, gave a presentation about Agency Risk Management and Internal Control Standards (ARMICS). She commented that ARMICS is the Commonwealth's response to Sarbanes-Oxley and creates an institutional climate which fosters a thorough understanding of effective and efficient financial reporting. It is meant to safeguard the Commonwealth's assets and restore fiscal accountability and institutional integrity. Ms. Moerman discussed the five components of internal control: *control environment, risk assessment, control activities, information and communication, and monitoring.*

The next presentation was given by Mr. Scott Finlinson and Mr. Chris Farren of NORESCO, an energy services company. Mr. Finlinson described the energy conservation measures on campus and the positive response from students and RA's. The three behaviors being targeted in this initiative are: turning off computers, turning off fans and air conditioning, and taking shorter showers. The initial results of these conservation measures will be available in December.

Mr. John Wiltenmuth summarized more than ten auxiliary reserve projects with a slideshow presentation. These projects included corner signage, new residence hall furniture, interior and exterior painting, flooring and carpeting, a new bus stop on Double Drive, a new waterline in Lee Hall, noise abatement near Seacobeck, and track repairs and resurfacing at the Battlefield Complex.

Mr. Rountree gave a brief update of events and fund raising initiatives in the Development office. He stated that the Stafford property and house have been acquired but will be held/leased for now. He also reported that \$546,000 was raised last year for the BOV Challenge for the Future.

On motion by Mr. Hernandez, seconded by Ms. Stinger, and agreed to by all Board members, they went into Closed Meeting pursuant to Section 2.2-3711 (A) (1) for personnel matters and Section 2.2-3711 (A) (3) for acquisition or use of real estate. All non-board members except Mr. Hurley and Mr. Rountree left the room during this discussion.

At the end of the discussion, on motion by Ms. Revere, seconded by Ms. Stinger, and agreed to by all Board members, they came out of Closed Meeting. In compliance with the Virginia Freedom of Information Act, Mr. Steen made a motion, seconded by Mr. Hernandez, to adopt the Certification of Closed Meeting that was read and is attached to these minutes as Appendix A. Mr. Steen 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.

## **Board Actions**

Rector Poole entertained a motion for approval of the minutes. On motion by Mr. Roberts and seconded by Ms. Stinger, the minutes from the May 11, 2007, full board meeting were approved as distributed.

On motion by Mr. Steen and seconded by Ms. Revere, the minutes from the July 13, 2007, executive committee meeting and regular board meeting were approved as distributed.

On motion by Mr. Steen and seconded by Ms. Revere, the minutes from the July 14, 2007, regular board meeting were approved as distributed.

On motion by Mr. Steen and seconded by Mr. Roberts, the minutes from the July 15, 2007, regular board meeting were approved as distributed.

The report from the August 15, 2007, executive committee meeting was received and filed.

On motion by Ms. Leighty and seconded by Ms. Sauder, the following resolutions were unanimously adopted:

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the extension of a loan of a number of objects to Ash Lawn-Highland, Charlottesville, Virginia, through December 31, 2007 is hereby approved:

JM76.586	American Classical mahogany wardrobe
IHJM.164/DC.7	American Classical mahogany bedstead
JM76.30	James Monroe's Rocking Chair
JM76.590	Maria Hester Monroe Gouverneur Chest of drawers
JM76.589	Monroe Mahogany Commode with Green Marble Top
JM76.183	Pair of Monroe Gaming Tables
JM76.1	Monroe Sofa Table (reworked)
JM76.231	Monroe Mahogany Side Chair
JM76.182.2	Shaving Mirror, Madison-Monroe President's House history, remade c1825
JM76.544	Walnut two-drawer work table c1830
JM76.545	Mahogany 3-drawer chamber table c1815
JM76.69	Mahogany knife case c1800
JM01.01	Mahogany oval waiter c1820
IHJM51/DC14	Mahogany drop-leaf sofa table c1815
JM76.180	Chinese export porcelain child's tea set pieces
JM76.181	Chinese export porcelain child's tea set pieces
JM76.409	English child's tea set pieces
JM76.155	Paris Porcelain dessert plate
JM76.170	Paris Porcelain coffee can
JM76.179	Chinese export tea bowl
JM76.178	Lowestoft tea set pieces
JM76.373	Paris Porcelain cup plate

JM76.156	Chinese export dessert plate
JM76.169	Paris Porcelain coffee can

- a. Ash Lawn-Highland has requested an extension of this loan through December 31, 2007.
- b. Approval of this extension of loan period is recommended by the Assistant Director and Curator, and by the Director.

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the loan of an Elizabeth Monroe gown to the Costume and Textile Specialists, Richmond, Virginia, September 3, 2007 – November 1, 2007, for fabric study, is hereby approved:

JM76.452	Elizabeth Monroe Gown, silk taffeta, believed to have been from Mrs. Monroe's wedding trousseau
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- a. Approval of this loan is recommended by the Assistant Director and Curator, and by the Director.

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the loan of a group of Monroe items to the Library of Virginia, Richmond, Virginia, for the 2008 exhibition, *The Worlds of a Virginian: the Life and Times of James Monroe, 1758-1831*, for the period June 15, 2008 – September 15, 2008, is hereby approved:

JM76.194	James Monroe miniature portrait
JM76.127	James Monroe peace medal
JM76.247	James Monroe engraved portrait by Goodman & Piggott after Charles Bird King
JM76.066	Pietro Bonnani, 1817 painting: Gathering of Well Wishers
IHJM.120	James Monroe Dedham Pottery Commemorative Jug, c1820
JM76.197	Joseph Jones Monroe miniature portrait, framed
JM76.198	Eliza Monroe Hay miniature portrait, framed
JM76.228 A&B	James and Elizabeth Monroe silhouettes by Peale Museum, framed
IHJM013/DC.008	Samuel L. Gouverneur, Jr., portrait by George Linen, framed
JM95.002	James Monroe by Alonzo Chappel, framed
No. no. (re JM76.499)	Modern plaster bust after JM76.499, James Monroe by Margaret French Cresson, 1929
JM76.080 A&B	Pair of silhouettes of Eliza Monroe Hay and

Hortensia Monroe Hay, c1828  
 JM76.180 Chinese export porcelain child's tea set pieces  
 JM76.181 Chinese export porcelain child's tea set pieces

- a. Approval of this loan is recommended by the Assistant Director and Curator, and by the Director.

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the loan of a clock and two watches to the National Watch and Clock Museum, Columbia, Lancaster County, Pennsylvania, July 15, 2008 through January 15, 2009, is hereby approved:

JM76.149 Clock, marble, brass, glass, France, c1790-1800  
 JM76.334 Pocket Watch, London, c1777-1778  
 JM76.377 Pocket Watch (Thomas Jefferson)

- a. Approval of this loan is recommended by the Assistant Director and Curator, and by the Director.

**RESOLVED** by the Rector and Visitors of the University of Mary Washington that the wording modifications to the Mission Statement, Delegation of Authority to the Director, Code of Ethics, and the Statement of Permanence for the Gari Melchers Home and Studio are hereby approved.

*Background: In October David Berreth will submit the AAM accreditation self study for the Gari Melchers Home and Studio. The following required documents have been updated with the correct institutional names and we request that you approve the wording changes to these documents.*

On motion by Ms. Leighty and seconded by Ms. Revere, the following resolution was unanimously adopted:

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the Personnel Docket, Part I, dated September 14, 2007, is hereby approved.

On motion by Ms. Sauder and seconded by Ms. Stinger, the following resolutions were unanimously adopted:

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that effective immediately an amount of \$148,700 be transferred from the Consolidated General Fund to the University of Mary Washington Foundation in the form of a gift to be used in support of previously approved annual expenditures.

**BACKGROUND:** The Consolidated General Fund is a Board of Visitors controlled fund with a current balance of \$359,665. The total funds to be transferred and their intended uses are listed below.

President's Discretionary Fund	\$ 55,000
Faculty Award Program	\$ 1,200
Presidential Search	<u>\$ 92,500</u>
	\$148,700

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the request to spend \$1,450,000 from auxiliary reserve funds for the initiatives listed below is approved as presented.

**BACKGROUND:** The purpose of the auxiliary reserve fund is to fund the repair or replacement of auxiliary buildings and equipment. It also serves as an operating cushion in the event of a revenue shortfall. As of June 30, 2007, the available balance in this fund is \$5,955,127.

Replace residence hall furniture	\$450,000
Remove and replace Woodard deck	\$400,000
Brent Hall fire stairs	\$400,000
Replace maintenance vehicles	\$100,000
Replace Brompton brick sidewalks	\$50,000
<u>Replace Arrington hot water converter</u>	<u>\$50,000</u>
Total	\$1,450,000

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the attached resolution pertaining to the State issuance of a revenue bond not to exceed \$37 million to finance all or a portion of the costs of construction and/or improvements of the Goolrick Field and Construction of New Residence Halls (collectively the "2007 Project"), is approved as presented.

**BACKGROUND:** The attached documents have been prepared by attorneys working for the Commonwealth of Virginia's Department of Treasury. Approval is required by the University's Board of Visitors to acknowledge that debt is being incurred and that the University's Acting President and Vice President for Administration and Finance will be signing documents on behalf of the Board of Visitors.

In fiscal year 2008, the University received approval to sell up to \$35 million in 9(d) revenue bonds for the construction of two (2) residence halls (200 beds and 150 beds). Planning for these facilities is now underway. Our intention is to sell a portion of the bonds during fall 2007 and the balance during fall 2008 which will coincide with funding needs and minimize interest expense.

In addition, the University has received approval to use \$2 million in 9(d) bond funding to replace the Goolrick playing field surface with artificial turf and add lighting. This will allow the heavily used fields to be available during periods of inclement weather and allow play into the evening hours. Planning for the Goolrick Field project is now beginning, with completion estimated during summer 2008.

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the request to purchase approximately twenty-two (22) acres on Route 301 across from the “B” gate of the Dahlgren Naval Surface Warfare base in King George County, is approved as presented.

**BACKGROUND:** In fiscal year 2008, the University was appropriated \$2 million to purchase land and begin planning an education and research facility to be located adjacent to or near the Dahlgren Naval Surface Warfare base.

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the Internal Audit Charter for the University’s Internal Audit Department, as attached, is reaffirmed.

On motion by Ms. Sauder and seconded by Mr. Roberts, the following resolution was unanimously adopted as amended (7% instead of 7.5%):

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the plan to reduce the 2007-08 operating budget is approved as presented.

**BACKGROUND:** Governor Kaine has ordered a budget reduction for all state agencies and higher education institutions. The reduction for University of Mary Washington is 7.0 percent. The University reduction plan is due in Richmond on September 7, and a copy of will be distributed at the meeting.

On motion by Ms. Sauder and seconded by Mr. Roberts, the following resolution was unanimously adopted as amended:

**RESOLVED** by the Rector and Visitors of the University of Mary Washington, that the Audit Plan and Goals and Objectives for the Fiscal Year ending June 30, 2008, as presented, are hereby approved.

On motion by Mr. Hernandez and seconded by Mr. Roberts, the following resolutions were unanimously adopted:

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the Jennifer Fankhauser Osterman '73 Scholarship is established. The selection of recipients will be guided by the following criteria:

Selection of Recipient

1. The scholarship shall be awarded to a freshman with demonstrated financial need who has achieved at least a 3.0 on a 4.0 grade point system during her or his high school career.
2. The scholarship is renewable provided the recipient maintains a cumulative grade point average of 2.5 or above after completion of the freshman year, and a cumulative 3.0 grade point average or above in subsequent years, based on a 4.0 grade point system.
3. The recipient shall be an out-of-state student (non-resident of Virginia).
4. Selection of the recipient shall be made by the institution's chief academic officer in consultation with the Associate Dean for Financial Aid.
5. In the event that no applicant completely meets the above criteria, the University shall be permitted to award the scholarship to the student most closely meeting the spirit of the criteria.

**BE IT FURTHER RESOLVED** that the Board appreciates the generosity of Jennifer Fankhauser Osterman in establishing this scholarship. Mrs. Osterman graduated from Mary Washington College in 1973 with a bachelor's degree in biology. She enjoyed her experience at MWC and wishes to establish this scholarship to assist students who are entering the University to benefit from a similar educational experience.

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the Senior Award in Historic Preservation established on July 24, 2004 will be guided by the following amended criteria:

Selection of Recipient

1. The recipient shall be a senior majoring in historic preservation.
2. The recipient shall have demonstrated strong academic performance on the basis of cumulative GPA and GPA in the major.
3. Preference shall be given to a student with demonstrated financial need.
4. Selection of the recipient shall be made by the institution's chief academic officer in consultation with the Associate Dean of Financial Aid.

5. In the event that no applicant completely meets the above criteria, the institution shall be permitted to give the award to the student most closely meeting the spirit of the criteria.

**BE IT FURTHER RESOLVED** that the Board appreciates the generosity of David and Carolyn Grow '66 in establishing the Senior Award in Historic Preservation. Mrs. Grow values her experience at Mary Washington, and with her husband, wishes to assist students who are pursuing their interest in historic preservation. The institution is thankful for their commitment to the students who will benefit from this award.

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the Justin Arthur Steinberg Memorial Scholarship is established. The selection of recipients will be guided by the following criteria:

Selection of Recipient

1. This scholarship shall be awarded annually to a student with demonstrated financial need.
2. Selection of the recipient shall be made by the institution's chief academic officer in consultation with the Associate Dean for Financial Aid.

**BE IT FURTHER RESOLVED** that the Board appreciates the generosity of Arthur F. and Donna L. Steinberg in establishing this scholarship in memory of their son. Justin Arthur Steinberg entered Mary Washington College in 1997 and focused on study in the field of biology. He aspired to find a cure for cancer, due in part, to his diagnosis with leukemia in 1995. Shortly after completing his sophomore year, Justin passed away on June 11, 1999 from the effects of leukemia. His family and friends remember him as intelligent, sensitive, humorous, responsible, loyal, and affectionate. His greatest attribute was his total, unshakable, and mutual commitment to family and friends.

**RESOLVED** by The Rector and Visitors of the University of Mary Washington that the Donald and Josephine McPherson Heslep '56 Orchestra Endowment is established. The management and use of the income from the endowment shall be as follows.

Endowment Purpose

1. The fund shall support special projects and programmatic needs of the UMW-Community Symphony Orchestra.
2. Spending authority for the fund shall be allocated to the conductor of the UMW-Community Symphony Orchestra.

**BE IT FURTHER RESOLVED** that the Board appreciates the generosity of Donald and Josephine McPherson Heslep in establishing this endowment. Josephine McPherson Heslep

graduated from Mary Washington College in 1956 with a Bachelor of Arts degree. Mr. and Mrs. Heslep have a life-long love of music and created this endowment to assist the UMW-Community Symphony Orchestra as it instills the love of music in students and alumni alike.

### **Rector's Remarks**

Mr. Poole thanked the board for their service and commitment and also commended Mr. Hurley and his staff for their excellent work.

### **President's Remarks**

Mr. Hurley also thanked those in attendance for their service. He noted that the task force to review recommendations for the Virginia Tech report will be meeting by the end of September to determine if and how well UMW complies with the recommendations.

### **Adjournment**

Mr. Poole adjourned the meeting at approximately 5:13 p.m.

Approved: \_\_\_\_\_  
Rector

Approved: \_\_\_\_\_  
Secretary

Attachments: Appendix A