

UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS MEETING
MAY 7-9, 2009
MINUTES

Present:

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:

Judy G. Hample, President
Jake Belue, Assistant Attorney General

Rosemary Barra, Vice President for Academic Affairs and Interim Dean of the Faculty
for the College of Arts and Sciences
Meta R. Braymer, Vice President for Graduate and Professional Studies and Dean of the
Faculty
Mary R. Corbin, Executive Assistant to the President and Clerk of the Board
F. Douglas Holcombe, CGPS Faculty Representative to the Board
Richard V. Hurley, Executive Vice President
Nina Mikhalevsky, Acting Provost and Vice President for Strategy and Policy
Mary Rigsby, CAS Faculty Representative to the Board
Jeffrey W. Rountree, Vice President for Advancement and CEO, University of Mary
Washington Foundation
Cedric B. Rucker, Acting Vice President for Student Affairs and Dean of the Students
Martin A. Wilder, Vice President for Enrollment and Communications
John P. Wiltenmuth, Associate Vice President for Facilities Services
Khalil Yazdi, CIO and Vice President for Information Technology and Institutional
Research

Absent:

Randall R. Eley
Elizabeth F. Foster '69
Benjamin W. Hernandez '95

On Thursday, May 7, the Rector and Board of Visitors attended the hooding ceremony for master's degree candidates at the College of Graduate and Professional Studies, followed by dinner at a local restaurant, Renato's. On Friday, May 8, Rector Sauder convened the meeting of the Board of Visitors in the Minor Board Room of the Jepson Alumni Executive Center at 8:40 a.m. She asked the Board if anyone had questions or concerns about the consent agenda. Hearing none, she entertained a motion to approve the consent agenda. On motion by Mr.

Roberts, seconded by Mr. Steen, and agreed to by all Board members, the consent agenda was unanimously approved. [Attached hereto as Appendix A]

Mr. Hurley introduced Senior Specialist Mary Rohan and Project Manager Joseph Stepp, members of the Auditor of Public Accounts Higher Education Team, for a presentation on required APA communications and a summary of the University of Mary Washington audit for the year ended June 30, 2008. The APA issued an unqualified opinion on UMW financial statements and identified no material weaknesses, issues of noncompliance, indications of fraudulent transactions or illegal acts, material alternative accounting treatments, unusual transactions, material audit adjustments, or disagreements with management. They did, however, note a deficiency in the processes of the Information Systems Security Program which requires the attention of management. The report is available at www.apa.virginia.gov and at www.umw.edu.

Mr. Rucker provided a brief report on recent activities in the Student Affairs division and entertained questions about information in the Board packet. He introduced Samantha Miller as the recently installed president of the Student Government Association.

Ms. Tera Kovanes provided an internal audit status report. The first meeting of the Board of Visitors Audit Committee was April 16. Her audit plan was submitted to VITA, and an audit report on Banner will be issued in September. One Fraud Hotline call was received, and the claim was unsubstantiated.

Closed Session I

On motion by Ms. Revere, seconded by Ms. Leighty, the Board went into Closed Meeting pursuant to Section 2.2-3711 (A) (1) of the Code of Virginia to discuss personnel issues regarding appointments, promotions, tenure, and leave of absence. All staff and guests left the room with exception of Mr. Belue, Dr. Hample, Dr. Mikhalevsky, Dr. Barra, and Dr. Braymer. At the end of the discussion, on motion by Ms. Stinger seconded by Mr. Richardson, and agreed to by all members, the Board came out of Closed Meeting. In compliance with the Virginia Freedom of Information Act, Ms. Revere made a motion, seconded by Ms. Stinger, to adopt the Certification of Closed Meeting that was read and is attached to these minutes as Appendix B. Ms. 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 were in agreement.

On motion by Ms. Leighty and seconded by Mr. Richardson, the following resolution was unanimously approved:

RESOLVED by the Rector and Visitors of the University of Mary Washington that the Personnel Docket dated May 8, 2009, is hereby approved. [Attached as Appendix C]

Mr. Hurley introduced attorney Gary Nuckols to provide an explanation of the amended and restated support agreement and management agreement among the University of Mary Washington, the UMW Foundation, and Eagle Housing, LLC. The agreements are updates from those approved by the Board in November 2008. Revenues from student housing at Eagle Village will go first to the University to pay expenses, then to the Foundation to repay the debt. The agreement is almost identical to that for the UMW Apartments. On motion by Mr. Roberts,

seconded by Mr. Poole, and agreed to by all Board members, the agreement was adopted. [Attached as Appendix D]

Mr. Hurley introduced Executive Director of Budget and Financial Analysis Paul Messplay to present the proposed internal operating budget and tuition and fees for FY10. The budget includes a 3.1% increase in revenue and expenses. On the revenue side, Mr. Messplay noted that this will be the third year of budget reductions in State allocations, which will be offset for the next two years by the American Recovery and Reinvestment Act. Permanent State reductions over the three-year period total \$5M, an overall 21% cut in E&G programs. The federal stimulus over a two-year period will be \$2.4M, providing temporary relief. Tuition and fees for in-state and out-of-state students will increase in FY10 by 5% to begin to address the permanent reduction without any federal offset in FY12. UMW is expected to maintain the same relative position among Virginia state-supported four-year institutions with the proposed increase in tuition and fees. Mr. Messplay reviewed proposed expenditures, including unavoidable cost increases and commitments and key priorities identified by the President and University leadership.

On motion by Mr. Roberts and seconded by Ms. Stinger, the following resolutions were unanimously approved:

RESOLVED by The Rector and Visitors of the University of Mary Washington that the 2009-10 internal operating budget is approved as presented. [Attached Appendix E]

RESOLVED by The Rector and Visitors of the University of Mary Washington that the Undergraduate and Graduate Tuition and Fee Schedule for the 2009-10 academic year is approved as presented. [Attached as Appendix F]

Mr. Hurley presented the Six-Year Capital Outlay Plan as required every odd-numbered year by the State Department of Planning and Budget in order to identify capital construction needs of State agencies. He noted that maintenance reserve funding is required for academic buildings. An equipment funding request for the Dahlgren Campus is expected by the State following the prior appropriation of planning money. An addition to the Jepson Science Center is an annual request that has not been approved due to low space utilization caused by the lack of evening classes on the Fredericksburg campus. The next major renovation that needs to occur is George Washington Hall.

On motion by Ms. Leighty and seconded by Ms. Moss, the following resolution was unanimously approved:

RESOLVED by The Rector and Visitors of the University of Mary Washington that the six-year Capital Outlay Plan for 2010-16 is approved as presented. [Attached Appendix G]

Mr. Hurley reviewed the financial report for the period ending March 31, 2009, noting that the fiscal year is expected to end with a balanced budget. He then reviewed the State requirement that the president provide each member of the Board of Visitors with the debt notification found in the Department of Planning and Budget's year-end instructions as well as the section from the 2009 Appropriation Act related to documents; both items were included in the Board packets.

Mr. John Wiltenmuth, Associate Vice President for Facilities Services, presented his report on capital projects, noting that all offices have moved into Lee Hall. Summer projects will include groundbreaking for the Anderson Center; renovations to Klein Theatre; reconfiguring modular units into classrooms and office spaces to support the Monroe Hall renovation; minor renovations to Trinkle Hall classroom space and Chandler Hall office space; and roof replacement at the James Monroe Museum.

Rector Sauder announced that she has appointed Ms. Leighty to chair and Mr. Eley and Mr. Steen to serve as members of an Ad Hoc Strategic Planning Committee that will act as a liaison between the Board of Visitors and the Strategic Planning Committee chaired by Dr. Mikhalevsky, and will keep the Rector apprised of their discussion. Dr. Mikhalevsky noted that the Strategic Planning Committee of predominantly faculty has collected reports from 14 discussion groups, posted them on the web site, and will use them to draft goals for the strategic plan, then attach the reports as appendices. The Committee will have a retreat June 2-4 to develop the first draft of the strategic plan for presentation to the Board of Visitors in July. Dr. Mikhalevsky noted that the process has been inclusive across the two campuses in spite of the aggressive timeline. She explained the need to align the strategic plan to the SACS accreditation report in 2011-12.

Rector Sauder remarked upon several news items about UMW in the Lexington, Virginia, area. President Hample announced that Jay Harper will begin work as Provost on June 25, and that Salvatore "Torre" Meringolo of St. Mary's College was just hired as the UMW Vice President for Advancement and University Relations, starting August 3. Regarding the strategic plan, Dr. Hample announced that she has received proposals from the Business and Education Departments on both campuses to explore Colleges of Business and Education, which will address some of the issues noted by SACS relating to the institution's move from college to university status. She has completed meetings with faculty on both campuses in their respective 24 departments, and will now begin meeting with individual administrative units. She has also completed 30 fund-raising trips on which she has met enthusiastic alumni who are interested in reaching out to graduates to help with career placement; she intends to establish a formal structure to do so through alumni chapters. Dr. Hample mentioned a Diversity Retreat led by Sodexo International that she attended along with executive staff and faculty during spring break, resulting in some ideas to increase diversity on campus. In conclusion, she thanked Board members for sponsoring the inaugural festivities.

Mr. Rountree provided an update from the University of Mary Washington Foundation, including a revision to the Bylaws providing that the UMW Chief Financial Officer automatically serves as a voting ex-officio member of the UMWF. In April, the Foundation elected four new directors who provide geographical, age, and racial diversity; two directors as emeriti; and new officers. The Chair is Kathleen Mehfoud; Vice Chair is William Poole; Secretary is Teresa Crawley; Treasurer is Richard Hurley; and Parliamentarian is Josiah Rowe III. Mr. Rountree noted that the endowment is down 19% due to the national economic downturn, yet the Foundation approved a 5% spending policy for FY10.

Associate Vice President for Advancement Ken Steen announced that the Centennial Campaign has surpassed the \$75M goal, and thanked Rector Sauder and Vice Rector Steen for serving on the Campaign Steering Committee.

Following reports by the faculty representatives, immediate past President of the Honor Council Quincey Garcia presented amendments to the Honor Constitution for approval. The introduction was revised to reflect the replacement of the jury system by the Honor Council, as approved in February for Appendix A of the Honor Constitution, and a sanction for loss of credit in an assignment was added. [Attached hereto as Appendix H]. Dr. Braymer then presented Appendix B of the Honor Constitution to mirror the revisions made in Appendix A. [Attached hereto as Appendix I]

On motion by Mr. Roberts and seconded by Ms. Leighty, the following resolution was unanimously approved:

RESOLVED by the Rector and Visitors of the University of Mary Washington that the amendments to the University of Mary Washington Honor Constitution are hereby approved as presented.

On motion by Ms. Revere and seconded by Mr. Steen, the following resolution was unanimously approved:

RESOLVED by the Rector and Visitors of the University of Mary Washington that the amendments to Appendix B of the University of Mary Washington Honor Constitution are hereby approved as presented.

Honor Council President Sarah Payne provided a status report, noting 14 cases completed and 12 cases pending for the fall semester. Rector Sauder requested that the Honor Council review the appeal process in which a sanction might be increased, and Mr. Belue agreed, noting it both a fairness issue and a weakness.

Closed Session II

On motion by Ms. Revere, seconded by Ms. Stinger, the Board went into Closed Meeting pursuant to Section 2.2-3711 (A) (7) for actual or probable litigation regarding an individual case and consultation with legal counsel. All staff and guests left the room with exception of Mr. Belue, Dr. Hample, Ms. Corbin, Ms. Garcia, and Ms. Payne. At the end of the discussion, on motion by Ms. Revere, seconded by Ms. Stinger, and agreed to by all members, the Board came out of Closed Meeting. In compliance with the Virginia Freedom of Information Act, Ms. Revere made a motion, seconded by Ms. Moss, to adopt the Certification of Closed Meeting that was read and is attached to these minutes as Appendix J. Ms. 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 were in agreement.

Executive staff members summarized their written reports and entertained questions from the Board. Dr. Mikhalevsky noted that UMW institutional certification was received and posted by the State Council for Higher Education in Virginia in March, and the UMW Fifth-Year Interim Report to SACS was submitted in April. A new registrar has been hired and will begin work on June 1. Dr. Barra and Dr. Braymer noted that the revisions to the Faculty Handbook are minor. Dr. Braymer stated that the College of Graduate and Professional Studies is completing its 10th year and has graduated 1,400 students. She presented a new collaborative program between the two campuses and a new graduate certificate for approval.

On motion by Mr. Poole and seconded by Ms. Stinger, the following resolution was unanimously approved:

RESOLVED by the Rector and Visitors of the University of Mary Washington that the revisions to the *College of Arts and Sciences Faculty Handbook* and the revisions to the *College of Graduate and Professional Studies Handbook* are hereby approved as presented, effective Fall 2009.

On motion by Mr. Steen and seconded by Ms. Stinger, the following resolution was unanimously approved:

RESOLVED by the Rector and Visitors of the University of Mary Washington that the Accelerated Bachelor of Science/Master of Business Administration Program proposed by the faculty in the College of Arts and Sciences and the College of Graduate and Professional Studies is hereby approved.

On motion by Mr. Steen and seconded by Ms. Stinger, the following resolution was unanimously approved:

RESOLVED by the Rector and Visitors of the University of Mary Washington that the Certificate in Assistive Technology proposed by the faculty in the College of Graduate and Professional Studies is hereby approved.

Dr. Wilder reviewed the current yield from freshman applications, noting significant increases in minority applications and in the Student Transition Program, and naming several Washington, Alvey, and Dorsey Scholars. He reviewed efforts to improve customer service for students in the newly renovated Lee Hall, and complimented the new campus signage that benefits both way-finding and UMW branding.

Dr. Yazdi stated that he is working on policies to address the APA issue and on getting new computers into classrooms.

Adjournment

Having no further business to discuss, Ms. Sauder adjourned the meeting at approximately 4:25 p.m.

On Saturday, members of the Board, including Mr. Eley, met at 8 a.m. for the 98th Commencement Ceremony, followed by a picnic lunch.

Approved: _____
Rector

Approved: _____
Secretary

Attachments: Appendices A-J

- A. Consent Agenda
- B. Closed Meeting I and Certification
- C. Personnel Docket
- D. Support and Management Agreement among UMW, UMWF, and Eagle Housing
- E. Internal Operating Budget
- F. Tuition and Fee Schedule 2009-10
- G. 2010-2016 Capital Outlay Plan
- H. Honor Constitution Amendments
- I. Honor Constitution, Appendix B
- J. Closed Meeting II and Certification

APPENDIX A
UNIVERSITY OF MARY WASHINGTON
BOARD OF VISITORS
May 8, 2009
Consent Agenda

- Approval of Previous Board Actions – **Resolution**
- Approval of Minutes – **Resolution**
 - February 19 and 20 Full Board Meetings
 - March 4 and March 16 Executive Committee Meetings
 - April 16 Audit Committee Meeting
 - April 16 Full Board Meeting
- Approval of Resolutions of Appreciation for Elected Students – **Resolution**
- Conferring of Degrees – **Resolution**
- Establishment of Irene Piscopo Rodgers’59 – Alvey Scholarship – **Resolution**
- Establishment of Paula O’Gorman Rinnac ’47 Scholarship – **Resolution**
- Approval of the Loan of a Monroe Clock to Disney Presidential Museum – **Resolution**
- Approval of the Loan of Monroe Dueling Pistols to Montpelier – **Resolution**
- Acceptance of a Gift to the James Monroe Museum – **Resolution**