

**LONGWOOD UNIVERSITY BOARD OF VISITORS
EXECUTIVE COMMITTEE
August 3, 2012**

Minutes

Call to Order: The Executive Committee of the Longwood University Board of Visitors met on Friday, August 3, 2012, in the Chesterfield Room at the Retail Merchants Association in Richmond, Virginia. The meeting was called to order at 9:41 a.m. by Mrs. Marianne Radcliff, Rector of the Board.

Members present were:

Dr. Judi M. Lynch
Mr. Stephen L. Mobley
Mrs. Marianne M. Radcliff
Mr. Ronald O. White

Others present were:

The Honorable John W. Daniel, II
Mrs. Rita B. Hughes
Mrs. Jane S. Maddux

Present at the request of the Committee:

Ms. Brenda L. Atkins
President Marjorie Connelly
Ms. Jeanne S. Hayden

Business

The Rector welcomed the Committee members and other members of the Board of Visitors.

Item 1 – Review Agenda and Schedule of Events for the September 2012 Board of Visitors’ Meeting

President Connelly reviewed with the Executive Committee the Agenda and Schedule of Events for the upcoming September 13-15, 2012, Board of Visitors’ meeting.

Following her review of the agenda and schedule, the President reported that she and some other key administrators had a discussion with Farmville Town Manager, Gerald Spates, to talk about parking and street maintenance on the streets within the campus. She stated that they are working on a solution to these problems that will benefit both the Town and Longwood. Ms. Connelly also reported that the Town of Farmville has requested that members of the community voluntarily restrict their water usage. She stated that Longwood is limiting its usage by eliminating lawn watering and usage of the campus’ water fountains.

Item 2 - Update on Six-Year Plan

Ms. Atkins presented an update on the Six-Year Plan. She began by reviewing the reasoning and background for the creation of the plan. The Virginia Higher Education Opportunity Act of 2011 requires institutions to develop Six-Year Institutional Plans that include an academic plan. This

year the State Council of Higher Education for Virginia (SCHEV) required institutions to revise their plans to show actual allocations for items in the Six-Year Plan. She reported that the Commonwealth only appropriated a total of \$326,622 of new money to be allocated to achieve goals in Longwood's plan and there were goals that could not be accomplished. Projected tuition increases for 2013-2014 would not generate enough revenue to cover the costs of the plan. The Governor and General Assembly did not appropriate any additional funds for 2013-2014. Longwood is using the Six-Year Plan as a foundation for budget requests in seeking additional funds to assist in meeting the Governor's higher education goals. If funds are not received then the institution will have to make decisions about which projects to fund, which ones to keep as ongoing, and which ones to potentially delete.

Following the background review, Ms. Atkins reviewed the plan in detail which was submitted to SCHEV on August 2. She also reviewed a separate plan for the Virginia Logistics Research Center (VLRC) which is a joint initiative between Longwood University, Virginia State University, and the University of Virginia that will be located at Fort Lee. This program will give students the opportunity to work side-by-side with researchers, work with companies and the military on solving real-life problems and heighten Longwood's profile in the area.

She concluded by announcing that over the next month the plans will be reviewed by SCHEV, the Secretary of Education, the Secretary of Finance, and the Director of the Department of Planning and Budget and the directors of two of the money committee staffs. By September 1, Longwood should receive feedback from the reviewers. The Board of Visitors will be asked to approve these plans at their September 2012 meeting. The University will have until October 1 to respond to any comments from the reviewers. (A copy of the updated plan and the text of her remarks is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 1 and 2, August 3, 2012.)

Item 3 - Enrollment and Housing Update for Fall 2012

President Connelly introduced Mrs. McMullin, Dean of Admissions, who joined the meeting via telephone. Mrs. McMullin presented an update on enrollment and housing. (A copy of this update is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 3, August 3, 2012.) She reported that since the printing of the Committee's meeting information the number of freshmen enrolled increased by three and transfer students by five. She stated that the University's acceptance of Plus students is 68 which reflects 23 less than the previous year.

President Connelly reported that Longwood is exploring the use of "transitional housing" at a lower cost as a potential benefit to students needing additional education funds. Transitional housing will be offered at a lower cost to students residing in University housing.

Item 4 - Update on SACS Reaffirmation of Accreditation

The President introduced Mrs. Kinman, Director of Southern Association of Colleges and Schools Compliance Certification, who also joined the meeting via telephone. Mrs. Kinman updated the Committee on the progress of the SACS reaffirmation and accreditation process. (A copy of the update is filed with "Addenda to Minutes of Meetings of the Board of Visitors" as Appendix 4, August 3, 2012.) She reported that Longwood is on track in meeting the compliance certification report due in September 2013. She also reported that the SACS Leadership Team identified student research/academic inquiry as Longwood's Quality Enhancement Plan (QEP),

with focus on core competencies in critical thinking, written communication, and information literacy.

She informed the Committee that the SACS Commission on Colleges reviewed the First Monitoring Report submitted in April 2012 and notified the President in July that no additional report is requested. She stated that the report provided additional information on SACS Comprehensive Standard 3.3.1.1 (Institutional Effectiveness of Educational Programs) as requested in response to the Referral Report submitted in April 2012. She stated that this is a critical standard and that Longwood passed this standard.

Item 5 – Update on Presidential Search

Mrs. Radcliff outlined the process for selecting the Presidential Search Committee membership. She stated that letters were sent out to the proposed members and responses have been received. The rector went on to report that a basic timeline for the search has been developed. The search for a search firm has begun with “Requests for Proposals” being sent out in mid-July with a due date for submission of proposals being August 13, 2012.

New Business

The President concluded by reporting:

- Longwood was included in the “*Forbes* Top College List”. The University was ranked at 563 out of 650 colleges and universities making the list.
- The University has requested that the State Council of Higher Education for Virginia review Longwood’s peer group and may try to change 25% of the current peers.
- She had a telephone interview with Mr. Woodley, editor of the *Farmville Herald*.
- The President requested feedback from members of the Board on the communications that she has sent to them since taking on her role as interim president.
- The President said that she welcomed input regarding the agenda for future Executive Committee meetings to ensure that future agendas are well aligned with Committee interests and needs.

Closed Session

Dr. Lynch moved that the Board of Visitors go into Closed Session under Section 2.2-3711 A 1 and 8 of the Code of Virginia to consider matters related to the consideration of prospective candidates for employment and matters related to gifts (the naming opportunity for a University program). The motion was seconded by Mr. Mobley and approved unanimously by the Board.

A motion was made by Dr. Lynch to return to Open Session. The motion was seconded by Mr. White and was unanimously approved by the Board.

In compliance with the provisions of the Freedom of Information Act, the Board Executive Committee returned to Open Session. Dr. Lynch moved to certify that the discussion in Closed Session was in accordance with the *Code of Virginia*. The motion was seconded by Mr. White and certified by Mr. Daniel, Mrs. Hughes, Dr. Lynch, Mrs. Maddux, Mr. Mobley, Mrs. Radcliff, and Mr. White. (A copy of this compliance is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 5, August 3, 2012.)

Adjournment

There being no further business, Mrs. Radcliff adjourned the meeting at 11:57 a.m.

Ronald O. White
Board Secretary