



## President's Leadership Council Meeting Minutes

**Date:** September 23, 2015

**Location:** Lee Hall, Room 412

President's Cabinet: Richard Hurley, President; Leah Cox, Special Assistant to the President for Diversity and Inclusion; Juliette Landphair, Vice President for Student Affairs; Torre Meringolo, Vice President for Advancement and University Relations; Richard Pearce, Vice President for Administration and Finance; Kimberley B. Williams, Associate Provost for Enrollment Management; Martin Wilder, Chief of Staff

Senior Leadership: Taiwo Ande, Assistant Provost for Institutional Analysis & Effectiveness; Anna Billingsley, Associate Vice President of University Relations; John Broome, (UFC) Assistant Professor; Richard Finkelstein, Dean, College of Arts and Sciences; Scott Jones, Dahlgren Campus Site Director (on behalf of Mark Safferstone); Tera Kovanis, Internal Auditor; Ken Machande, (UFC) Associate Dean; Kristin Marsh, (UFC) Associate Professor; Jeff McClurken, Special Assistant to the Provost for Teaching, Technology, and Innovation; Nina Mikhalevsky, Interim Dean, College of Education; John Morello, Associate Provost for Academic Affairs; Tim O'Donnell, Associate Provost Academic Engagement Student Success; P. Anand Rao, (UFC) Associate Professor and Director, Speaking Intensive Program; Lynn Richardson, Dean, College of Business; Ken Tyler, Athletic Director

Additional: Christy Pack, Director of Graduate Admissions; Pam Verbeck, Executive Office Manager

### 1. Board of Visitors Meeting Recap

*Presented by President Richard Hurley*

- The UMW Board of Visitors met September 17-18.
- Discussions were held about:
  - o Tuition and Fees
  - o The debt for the renovation of the track (student fee based project)
  - o Strategic Plan
  - o Performing Arts Theater plan
  - o The announcement was made that the ITCC will be named after President Hurley

- The Board approved the Presidential Leadership statement.
  - The University Campus Center dedication was held while the Board was here.
2. State Budget Update  
*Presented by President Richard Hurley*
    - President Hurley reviewed a summary of 2016-18 budget requests that were submitted to the State which focuses on the next biennium.
  3. Update on Presidential Search  
*Presented by Martin Wilder, Chief of Staff*
    - The Presidential Search Advisory Council met on September 16.
    - The primary purpose was to look at and approve the Presidential Leadership statement, which is the document that the firm will use to go out and seek candidates.
    - The draft document was presented to the Board of Visitors on September 17 and was approved with some minor changes.
    - Dr. Wilder commended Design Services for their support in creating the final product.
    - The final Leadership statement will be posted on the Presidential search website today.
    - A confidentiality agreement was signed by all committee members, and will also be posted on the Presidential search website. There is a need to maintain and ensure confidentiality to draw candidates into the search.
    - For the next two months, the search firm will be cultivating candidates.
  4. Home-for-the-Holidays (Fall Break) Initiative  
*Presented by Kimberley Buster-Williams, Associate Provost for Enrollment Management*
    - “Home for the Holidays” is an Admissions outreach initiative aimed at re-connecting outstanding student leaders with their high school guidance counselors over a school break to showcase their accomplishments and affirm UMW as the college of choice for high-achieving students from that school.
    - Last year, current UMW students were invited to take packets to their home high schools.
    - This program is being revitalized and built upon this year.
    - Juliette Landphair suggested that the faculty be asked to suggest stand-out students to participate, and Torre Meringolo suggested asking the Advancement Phone-a-thon callers. Kimberley would be happy to receive recommendations.
    - President Hurley applauded Kimberley’s outreach efforts.
  5. Fall Phone-a-thon  
*Presented by Kimberley Buster-Williams, Associate Provost for Enrollment Management*
    - The Admission Phone-a-thons will be held on September 29, 30, October 12, 13.
    - It is imperative that we reach out to prospective students early.
    - The Leadership Council was asked to consider volunteering their time to make phone calls to high school seniors to encourage them to apply by our upcoming application dates.

**Announcements:**

Kimberley B. Williams:

- Staffing has been finalized with two new hires for Admissions – an out-of-state recruiter and a counselor.
- The document imaging (paperless) process has been launched for both undergrad and graduate admissions.
- An Admissions open house is scheduled for this week.

Torre Meringolo:

- There are many capital campaign initiatives ongoing.
- Total donations so far are approximately \$41 million.

Kristy Pack (Graduate Admissions):

- The current trend is high for graduate admission's applications.

Rick Pearce:

- The June 30<sup>th</sup>, 2014 audit report was just completed.
- For the 6<sup>th</sup> year in a row, a completely clean financial audit was held.
- Several Capital projects are under way: The University Center is being finished up, along with Woodard and Mercer. Air conditioning is being added to Marshall Hall. The track and rugby field renovations are underway.

Nina Mikhalevsky:

- All new admissions materials have been created for the College of Education, which she offered to share with the Leadership Council.
- Currently in the process of placing all intern and practicum students (over 380).

Kristen Marsh:

- The UFC will meet today.

Ken Machande:

- The College of Business would like to thank the College of Arts and Sciences for their help in scheduling classroom space.
- BUAD students have grown tremendously – about 40%.

Richard Finkelstein:

- Two grants were co-authored working with Spotsylvania County Schools.
- There is a large number of honor students in the current first-year class.

Anna Billingsley:

- The first television commercial was just completed. It will be shown in the Tidewater and Richmond areas for two months. A premier will be held next Wednesday at 5:00 p.m. at the Hurley Convergence Center.
- Funding was provided to restore the “Joan of Arc” statue that lives in Ball Hall. The statue has been restored and is awaiting her unveiling to the campus. There is a cylinder in the statue for a time capsule, so the Leadership Council was encouraged to send ideas of what it should be filled with.

Scott Jones:

- The US Navy awarded the Dahlgren Campus the option to extend for the current contract.
- A relationship has been established with the Marine Corps University at Quantico. A national security lecture will be hosted at Dahlgren by Dr. Tarzi from the Marine Corps University.

John Morello:

- An external grants workshop was held last week.
- SACSCOC requires institutional effectiveness reporting on research.
- SCHEV is talking about changing program approval processes to include changes in the program modification process.

Tera Kovanes:

- The audit plan was approved by the Audit Committee. Financial Aid and Enrollment will be the focus of this year's report.
- Tera will be undergoing her own audit this year.

Tim O'Donnell:

- A new Director of Academic Services was hired – Wesley Hilliard.
- The Center for Career for Professional Development is doing their soft opening.

Jeff McClurken:

- SCHEV is pushing for open education resources due to the cost of textbooks.
- A consortium that allows out-of-state students to take classes here is having a full-day seminar in Richmond.
- The ITCC is working to increase support for online and distance learning.
- DTLT has hired a new director, as well as an instructional technologist.
- A Mellon grant is in the works from COPLAC.

P. Anand Rao:

- Introduced the new UFC chair members – Ken Machande, Kristen Marsh, and John Broome.
- The first full UFC meeting will be held this afternoon.
- The UFC recently transitioned to an 18-member model.

Juliette Landphair:

- The first-year student's satisfaction is crucial, so keeping the campus active on the weekends has been a priority. A calendar of student events has been created.
- Erika Spivey conducted a study of student social media engagement.

Lynne Richardson:

- Working on reconnecting with MBA alums to possibly start an affinity group.
- The ASCC progress report was turned in last week.
- The Women's Leadership Colloquium will be held on November 5. The early bird rate is \$179. Jan Fox is the keynote speaker.

Ken Tyler:

- Come out and support the teams!
- This will be the third year of tailgating at homecoming.
- The sports management minor has been launched.
- The first institutional drug-testing was done recently. No positive results were received.

Marty Wilder:

- The Fredericksburg Dancing with the Stars will be held this Saturday, featuring our very own Cedric Rucker. This is a scholarship fundraiser, so please purchase tickets. The champagne reception will be held in the Chandler Ballroom of the University Center.

President Hurley:

- UMW is vying to host a presidential debate.

**Upcoming Meetings:**

October 21 – Leadership Council Meeting, 1-3 p.m., Lee Hall, Room 412 (Provost Levin leading in President Hurley’s absence)

November 18 – Leadership Council Meeting, 1-3 p.m., Lee Hall, Room 412