

RADFORD UNIVERSITY

Board of Visitors

BUSINESS AFFAIRS AND AUDIT COMMITTEE

11 A.M.

JUNE 8, 2023

KYLE HALL, ROOM 340, RADFORD, VA

DRAFT MINUTES

COMMITTEE MEMBERS

Mr. Marquett Smith, Chair
Mr. Tyler Lester
Mr. David A. Smith

Mrs. Jennifer Wishon Gilbert contacted Board of Visitors Rector Debra K. McMahon prior to the meeting to inform her that a personal matter would prevent her from attending the meeting in person. Mrs. Gilbert participated by electronic communication from her home.

COMMITTEE MEMBERS ABSENT

Mr. Robert A. Archer, Vice Chair

BOARD MEMBERS PRESENT

Dr. Debra K. McMahon, Rector
Ms. Jeanne S. Armentrout
Mr. George Mendiola, Jr.
Ms. Lisa W. Pompa
Ms. Georgia Anne Snyder-Falkinham
Ms. Lisa Throckmorton
Mr. James C. Turk

OTHERS PRESENT:

Dr. Bret Danilowicz, President
Ms. Sharon Barrett, Associate Athletics Director for Business Services
Ms. Karen Castele, Secretary to the Board of Visitors and Special Assistant to the President
Mr. Jorge Coartney, Associate Vice President for Facilities Management
Ms. Crystal Cregger, Director of University Services
Ms. Mary Fowler-Hughes, Staff Auditor
Ms. Lisa Ghidotti, Executive Director of Government Relations
Dr. Rob Hoover, Vice President for Finance and Administration and Chief Financial Officer
Ms. Stephanie Jennelle, Associate Vice President for Finance and University Controller

Dr. Angela Joyner, Interim Vice President for Enrollment Management and Vice President for Economic Development and Corporate Education
Dr. Eric Lovik, Director of Institutional Research
Ms. Margaret McManus, University Auditor
Mr. Mike F. Melis, Assistant Attorney General, Commonwealth of Virginia
Mr. Ed Oakes, Associate Vice President for Information Technology Services and Chief Information Officer
Ms. Laura Quesenberry, Interim University Budget Director and Director of Business Services
Ms. Lauren Snelson, Assistant Director of University Services
Ms. Dawn Taylor, Audit Manager
Ms. Leah Taylor, Assistant Vice President for Human Resources
Dr. Susan Trageser, Vice President for Student Affairs
Mr. Scott Wagner, Information Technology Auditor
Ms. Penny Helms White, Interim Vice President for Advancement and University Relations
Ms. Andrea Zuschin, Director of Institutional Equity and Title IX Coordinator

CALL TO ORDER

Mr. Marquett Smith, Chair, formally called the meeting to order at 11 a.m. in Kyle Hall, Room 340. Mr. Smith welcomed everyone to the June meeting of the Business Affairs and Audit Committee.

APPROVAL OF AGENDA

Mr. Smith asked for a motion to approve the June 8, 2023 meeting agenda, as published. Mr. Tyler Lester so moved, Mr. David A. Smith seconded, and the motion carried unanimously.

APPROVAL OF MINUTES

Mr. Smith asked for a motion to approve the minutes of the March 23, 2023 meeting of the Business Affairs and Audit Committee, as published. Mr. David Smith so moved, Mr. Lester seconded, and the motion carried unanimously.

REPORTS

University Auditor's Report

University Auditor Margaret McManus presented oral reports on the March 2023 quarterly review of University Discretionary Fund expenditures and on FY 2023 goals. She presented the following: the department's recent external Quality Assurance Review report, an audit report on Information Technology – Networking, and a follow-up audit status report. A copy of the reports was included with the board materials.

Capital Projects Update and Information Technology Services Update

Associate Vice President for Facilities Management Jorge Coartney provided a project status update on current Capital Projects, which included the Artis Center and 1000 East Main Street projects. A full report of Capital Projects and Information Technology Services updates was included with the board materials.

Fiscal Year 2023 Goals Update

Associate Vice President for Finance and University Controller Stephanie Jennelle presented an update to the goals for FY23 for the Division of Finance and Administration. The update included the progress

made on stabilization and development of internal workforce, expanding relevant decision-making information, and enhancement of campus infrastructure.

Fiscal Year 2023-2025 Goals Overview

Vice President for Finance and Administration and Chief Financial Officer Rob Hoover presented a draft of new goals for FY 2023-2025 for the Division of Finance and Administration. The goals shared were: improving integration and transparency through a comprehensive budget and planning process; creating a comprehensive program plan for physical space and facilities; and implementing an integrated workforce development model.

Six-Year Plan Overview

Vice President Hoover discussed the overall Six-Year Plan objectives as well as the revised process and timeline. The Board of Visitors is anticipated to approve the plan during the September board meeting. Initial submissions are due July 17, 2023, and final plans are due December 1, 2023.

ADJOURNMENT

With no further business to come before the committee, Mr. Smith adjourned the meeting at 11:54 a.m.

Respectfully submitted,

Pamela Fitchett
Executive Assistant to the
Vice President for Finance and Administration
and Chief Financial Officer

End of Board of Visitors Materials

