

MINUTES OF A REGULAR MEETING OF THE BOARD OF VISITORS
OF VIRGINIA COMMONWEALTH UNIVERSITY
November 2, 1990

A regular meeting of the Board of Visitors of Virginia Commonwealth University was held on Friday, November 2, 1990, at 9:00 a.m. in the University Meeting Center.

Present were Drs. Moore (Rector), Berenguer, Holland, Johnson and Peay; Messrs. Farinholt, Gregory, Lipman, Meador, Siegel, Townes, Whitworth and Wurtzel; and Mesdames Abady and Epps. Mr. Ferguson was absent. Also present were Drs. Trani, Andrako, Brown, Dewey, Hartman, Moore and Ruch; Messrs. Bruegman, Fischer, Gehring, Kudless, Poe and Ross; and Mesdames Halloran, Slattum and Balmer.

Dr. Moore called the meeting to order and welcomed members of the news media and visitors.

Dr. Trani introduced the following special guests to the Board members:

Lt. Wayne Carlson, Director of Education and Training for VCU's Campus Police Department, recently received on behalf of the Department, the Governor's Campus Crime Prevention Award 1990.

Dr. Louis S. Harris, Chairman, Department of Pharmacology and Toxicology, was installed as an Honorary Professor at the Beijing Medical University on October 5, 1990. Dr. Harris was cited for his outstanding contributions to drug abuse research, for his direct aid to Chinese research laboratories, and for opening his Department to a large number of Chinese students over the past several years.

Mr. Michael D. Haskins, Manager of Energy Management, Physical Plant Operations, has received an award on behalf of the University from the Virginia Department of Mines, Mineral and Energy for an energy-saving effort at the Cabell Library.

Dr. Philip B. Hylemon, Professor of Microbiology and Immunology, has just recently been selected as the 1990 winner of the Adolph Windaus Prize.

Ms. Margaret Price, a graduate student in the School of the Arts, is the first recipient of the Rhoda Thalheimer Scholarship in Art History. She has maintained a 4.0 grade point average in her graduate program while raising two sons and commuting from Charlottesville.

Dr. Sergei Porshakov, a Soviet expert on U.S. Politics. His doctoral dissertation was entitled: "The Crisis of the U. S. Two Party System Before and During the Civil War." Dr. Porshakov will be in the United States for one month.

Also introduced were employees who have served the University for 40 or more years. They were: **Wilbert M. Baker**, July 5, 1950; **Caroline Goode Jackson**, July 1, 1950; **Lucy M. Harvie**, November 1, 1949; **G. Watson James, III**, July 1, 1950; **Robert L. Lynch**, July 16, 1950; **Lorraine Redmond**, October 1, 1950; **Eloise B. White**, October 10, 1949; and **Lillian T. Yarborough**, October 1, 1949.

The President's Report followed:

Highlights of Student Enrollments and Admissions Report 1987-1990. Student enrollment is 21,763. It is the highest ever enrollment and continues a five-year pattern of growth.

1991 Budget Amendment Request. The State Auditor of Public Accounts has advised that the reduction in State support for the teaching hospitals must be recorded as cuts in State General Funds and must be reflected in each institution's financial statements. VCU will comply with this directive.

Senator Hunter Andrews sent a draft proposal for a General Obligations Bond Issue to members of the Senate Finance Committee on August 31, 1990. The purpose of this proposed bond issue is to finance Virginia's Capital Outlay needs.

A booklet describing operating budget requirements was distributed.

The State has advised that the planned reduction in the contribution rate for faculty in the optional retirement plan from 12.5% to 10.12% will not occur this year.

Dr. Trani also discussed the Library Funding, Contingency Plan, Community Initiative Update, Master Site Plan Update, Freedom of Information Requests, his travel around Virginia, the 1990 Combined Virginia Campaign Progress Report, Highlights from MCV Hospitals, Student Luncheon, Faculty Luncheon, Urban 13, Sun Belt Update, the Dwight D. Eisenhower Mathematics and Science Education Program and Founders Day.

Revisions to the Board of Visitors' Bylaws were presented as follows:

Quorum. A quorum of any of the standing committees of the Board shall consist of two (2) members of the Committee, either regular or ex officio. (Page 9, Section 3.02, Part G);

The Rector shall designate the number of members of each special committee which shall constitute a quorum of that committee. (Page 9, Section 3.03);

The rector shall be a member ex officio, with vote, of all committees of the Board and shall be counted as a member in determining the presence of a quorum. (Page 11, Section 4.02, Part B);

The Vice-Rector shall be a member ex officio, with vote, of all committees of the Board and, unless the only other member present is the Rector, shall be counted as a member in determining the presence of a quorum. (Page 12, Section 4.03, Part B).

On motion made and seconded, the revisions were approved.

The Resolution - Optional Retirement Plan - was presented.

On motion made and seconded, the following Resolution was approved:

WHEREAS, Virginia Commonwealth University offers the Optional Retirement Plan (ORP) for college and university faculty which heretofore was limited to one provider, Teachers Insurance and Annuity Association/College Retirement Equity Fund (TIAA-CREF), and

WHEREAS, the Secretary of Education of Virginia recently has announced that six providers have been found to be capable of delivering an acceptable level of services and products to ORP participants and have been authorized to provide ORP services in the Commonwealth, subject to the approval of the Board of Visitors of their respective institutions, and

WHEREAS, this Board is of the opinion that eligible employees of Virginia Commonwealth University would benefit if all six providers were available under the Optional Retirement Plan,

NOW, THEREFORE BE IT RESOLVED that the Board of Visitors of Virginia Commonwealth University authorizes the following providers in its Optional Retirement Plan, subject to the condition that these providers must adhere to the marketing guidelines established by the Commonwealth of Virginia: Fidelity Investments Institutional Services, Great-West Life Assurance Company, Metropolitan Life Insurance Company/Metlife Resources, Teachers Insurance and Annuity Association/College Retirement Equity Fund (TIAA/CREF), T. Rowe Price and Associates, and Variable Annuity Life Insurance Company (VALIC).

Mr. Wurtzel reported for the Academic Policy Committee which met on November 1, 1990. On motion made and seconded, the Minutes of a Meeting held September 12, 1990, were approved. The Work Plan for 1990-91 was discussed. The plan outlines the work to be done by the Academic Policy Committee over the course of the academic year. On motion made and seconded, the Work Plan for 1990-91 was approved. On motion made and seconded, the Report of the Academic Policy Committee was accepted.

Mr. Wurtzel reported on a joint meeting of the Academic Policy and Student Affairs Committees held on November 1, 1990 at 1:45 p.m. A review of the Admissions Policy was presented. University Enrollment Services has structured an admissions program that balances the University's values of academic quality and accessibility. The undergraduate admissions program is tailored to recruit and enroll a diverse student population that ranges from the best and brightest to first-generation college students.

Some of the highlights of the Admissions Policy are as follows:

Student enrollments are at the highest level ever at VCU for Fall 1990, continuing a five-year pattern of growth.

The nature of the student body has been changing as well. Although the numbers of evening and part-time students have remained fairly stable for the past three years, their proportion of the student body has declined because of increases in the number of full-time day students. The number of off-campus students is also expected to decline this year due to cutbacks on course offerings.

As of early October, Census I enrollment data show a 2.55% increase in headcount, from 21,391 to 21,718. It is estimated that Fall 1990 enrollment will be 21,799 by the end of off-campus registration.

The number of students who enroll full-time at VCU increased by 447 students (3.3%) from the previous year while there was a slight decrease in the number of part-time students.

For the first time in VCU's history, the number of undergraduate transfer students exceeded the number of first-time freshmen. For Fall 1990, VCU enrolled 1,612 first-time freshmen, down from the previous freshman class size of 1,728. The number of transfer students for Fall 1990 was 1,719, up from 1,625 transfers in the previous year.

The number of applications to VCU declined from 5,924 in 1989 to 5,112 in 1990. At the same time, the acceptance rate increased from 61.6% to 70.1%. Average SAT scores for freshmen declined to 988, down from 994 the previous fall.

The Enrollment Projections for 1993-94 were presented.

The number of freshmen will decline from 1,615 in Fall 1990 to 1,550 in Fall 1993 reflecting statewide demographic trends in the number of high school graduating seniors.

The number of transfer students will stabilize at 1,675 each fall through 1993.

The continuation rates of undergraduate students will be the average of the last four years.

Headcount-to-FTE relationships will be the average of the last four years.

The number of special students will remain stable during the period.

Summer session enrollments will increase and decrease in proportion with regular session enrollments.

Off-campus enrollments will be lower in 1990-91 reflecting the elimination of selected offerings by the Schools of Education and Community and Public Affairs. Enrollments for 1991-92 through 1993-94 will increase slightly due to the expansion of existing programs and possible new initiatives such as the development of programs at local corporate sites and state community facilities.

Medical enrollments will remain stable at 665. Dental enrollments will decline from 328 to 300 reflecting a planned reduction in the size of the incoming class.

International students will increase from about 1.5 percent to 3 percent of the student body by 2000-01. The possibility of VCU's students going abroad to study was also discussed.

On motion made and seconded, the Report of the Joint Meeting of the Academic Policy and Student Affairs Committees was accepted.

Dr. Johnson reported on a Meeting of the Advancement Committee held November 1, 1990, at 12:30 p.m. Alumni Activities reported that University Alumni Associations began a dues membership program in August 1990. The first priority for the future is serving current members and insuring a high rate of renewal, at least 70%. The second priority is the continued solicitation of new members through both general solicitation of all alumni and target mailings to groups that analyses indicate are the most apt to join. The third priority is planning a life membership program.

The goal of membership income is to reduce the level of University support for both Associations to 50% of its current amount.

Community Advisory Boards on both campuses, established as part of Dr. Trani's community initiatives, held initial meetings in October. Participants discussed specific topics they would like to see addressed by the boards. Sixteen organizations are represented on the MCV Campus Board and 20 are represented on the Academic Campus Board.

On Saturday, October 6, VCU faculty, staff and student volunteers were greeted by Dr. Trani at 7:30 a.m. for coffee and doughnuts in front of the President's House before going over to Grace Street to help with the semi-annual Midtown West Clean

Sweep. This Grace Street clean-up effort combines volunteers from the Grace Street Civic Association, the city and VCU. This effort is part of the Grace Street Task Force community initiatives.

As part of the alumni geographical swings into the Tidewater area on October 8-9, Dr. Trani met with the editorial boards of the Newport News Daily Press and Times Herald and the Virginia Pilot and Ledger Star. Editors and publishers at both newspapers evinced strong interest in VCU's programs and new president. A news conference on September 24 to announce "Project GOLD" resulted in coverage in both the Times-Dispatch and the News Leader as well as television stories on Channels 8 and 11. National coverage continues for VCU programs and people. The AMA News for September 14 included a feature story on the Massey Cancer Center's Rural Outreach Program. The article mentioned the \$250,000 gift from Eric and Jeanette Lipman to support the program. Other national coverage included the appearance of Dr. Joseph Zanga, Chairman of the Division of General Pediatrics and Emergency Care, on "Good Morning, America" and photographs of VCU students meeting with Governor Wilder to discuss budget cuts in the issue of the Chronicle of Higher Education. On motion made and seconded, the Report of the Advancement Committee was accepted. The remainder of the Report was made during executive session.

Mr. Siegel (Acting Chairman) reported for the Audit Committee which met earlier in the day. On motion made and seconded, the Minutes of a Meeting held September 13, 1990, were approved. The remainder of the Committee's report was made during executive session.

Mr. Whitworth reported for the Hospital Committee. On motion made and seconded, the Minutes of a Meeting held September 12, 1990, were approved as amended.

On motion made and seconded, the Capital Equipment Release of \$8,059,467 was approved. This included the \$4,500,000 that had been previously approved.

The Recruitment and Retention Strategies for MCVH Nursing Staff were presented. MCVH is currently faced with a serious dilemma in the Division of Nursing Services. An overall vacancy rate for Inpatient Registered Nurses and Practical Nurses is more than 19% and the number of "crisis units" (i.e., any unit for which the overall RN/LPN vacancy rate is 30% or more) rose dramatically from 10 to 18 units. A recent salary survey indicates that MCVH main local competitors continue to pay higher shift differential rates local hospitals. The recruitment and retention strategies are:

Effective October 1, 1990, increase shift differential rates to \$4.00 per hour on evening shifts and \$5.00 per hour on night shifts for RN Staff who accept permanent assignment to these off shifts.

Effective November 1, 1990, award a retention bonus of \$250 for RN, RNCA and RNCB Staff and \$150 for Practical Nurse A & B Staff in the pre-identified "crisis units." A second bonus (\$250 for RN's and \$150 for LPN's) will be awarded on February 1, 1991.

Implementation of a "weekend only" program for RN Staff in the Division of Nursing Services who will be scheduled for 36 weekend hours and paid for 40 hours. (Work three 12 hour shifts beginning 7:00 p.m. Friday and ending 7:00 a.m. Monday).

On motion made and seconded, the Recruitment and Retention Strategies for MCVH Nursing Staff were approved.

The Recruitment and Retention Strategies for MCVH Respiratory Care Therapists were presented. The strategies are as follows:

Effective November 1, 1990, increase shift differential rates to \$2.50 per hour on all evening shifts, \$3.00 per hour on all night shifts and \$1.50 per hour for weekend day shifts for the Respiratory Therapist A, B and Supervisor Staff.

Effective November 1, 1990, award a retention bonus of \$250 for Respiratory Therapist A, B and Supervisor Staff who have been employed a minimum of six months by that date.

On motion made and seconded, the Recruitment and Retention Strategies for MCVH Respiratory Care Therapists were approved.

MCV Hospitals' Department of Food and Nutrition Services bid annual contracts for the provision of food and food supplies for Hospital dining and patient consumption. The purpose of this bid was to establish firm pricing for all categories of food and food items and to facilitate placing of orders through blanket contracts with the selected vendors. Information of the award of this contract to PYA Monarch valued at \$806,000 is offered for notification.

The lease of Office Space for MCVH Patient Accounting Department was presented. The lease is for 19,000 square feet located at 3600 West Broad Street. It is owned by Peen Market Properties Limited Partnership. The terms of the lease are from December 1, 1990 - September 30, 1995 with a rental rate of \$208,950 annually and a five year cost of \$1,044,750 (\$10.50 per square foot). On motion made and seconded, the lease of Office Space for MCVH Patient Accounting Department was approved.