

**UNIVERSITY OF VIRGINIA
BOARD OF VISITORS
MEETING OF THE COMMITTEE ON
THE UNIVERSITY OF VIRGINIA'S
COLLEGE AT WISE
OCTOBER 18, 2001**

COMMITTEE ON THE UNIVERSITY OF
VIRGINIA'S COLLEGE AT WISE

Thursday, October 18, 2001
3:15 - 3:45 p.m.
Board Room, The Rotunda

Committee Members:

William G. Crutchfield, Chair Joseph E. Wolfe
Thomas J. Bliley, Jr. John P. Ackerly, III, Ex Officio

AGENDA

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UNIVERSITY OF VIRGINIA
BOARD OF VISITORS AGENDA ITEM SUMMARY

BOARD MEETING: October 18, 2001

COMMITTEE: The University of Virginia's
 College at Wise

AGENDA ITEM: I.A. Revision to the Bylaws

BACKGROUND: The bylaws of the Board of The University of Virginia's College at Wise were revised on May 12, 2000, and approved by the Board of Visitors on June 17, 2000. At the May 18, 2001, meeting of the College's Board, a suggestion was made by The Honorable Ford Quillen that the Executive Committee review the current bylaws and consider making some changes.

DISCUSSION: It was suggested that the membership of the Board be increased from 17 to 20 persons; that the quorum to conduct business be changed from six to eight persons and that the term of the student member be more definitive. The changes (see Attachment) are recommended by the Executive Committee to the Board of Visitors for approval.

ACTION REQUIRED: Approval by the Committee on The University of Virginia's College at Wise and by the Board of Visitors

APPROVAL OF REVISIONS TO THE BYLAWS OF THE BOARD OF THE
UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE

RESOLVED that the Bylaws of the Board of The University of Virginia's College at Wise be approved as amended (see Attachment).

UNIVERSITY OF VIRGINIA
BOARD OF VISITORS AGENDA ITEM SUMMARY

BOARD MEETING: October 18, 2001

COMMITTEE: The University of Virginia's
College at Wise

AGENDA ITEM: I.B. "Endowment Levels"

BACKGROUND: At the beginning of the Capital Campaign, the Board of Visitors approved the levels at which donors were asked to give for specific named benefactions as, for example, chaired professorships. These are known as "endowment levels" among development officers.

The University of Virginia's College at Wise for the last several years has had an informal arrangement of different levels; at the suggestion of the Development Office at the University, the College would like to establish a formal schedule of endowment levels. The proposed levels would set the minimum amounts required for named benefactions.

DISCUSSION: University staff and the College's leadership have worked together to delineate the minimum endowment levels as shown on the following page.

ACTION REQUIRED: Approval by the Committee on The University of Virginia's College at Wise and by the Board of Visitors

APPROVAL OF ENDOWMENT LEVELS

WHEREAS, the Board of The University of Virginia's College at Wise encourages generous donations to fulfill the mission of the institution; and

WHEREAS, endowments are important to the College's future, providing the perpetual resources vital to improving the educational experience; and

WHEREAS, an understanding of minimum endowment levels is important to donors as they make gift decisions.

RESOLVED that the Board of Visitors approves the Minimum Endowment Levels as presented.

The University of Virginia's College at Wise
Minimum Program Endowment Levels

Named Endowed Professorships

21 st Century Professorships	Privately funded position: full salary and fringes plus supplement with discretionary funds	\$2,000,000
Endowed Professorships	Salary supplement & discretionary funds	\$250,000

Student Financial Aid Endowments

Named Scholarship	Financial assistance for undergraduates	\$25,000 ¹
Endowed Scholarship Fund	Financial assistance for undergraduates	\$10,000 ²

Named Endowed Funds

Unrestricted Endowment	Support for priority needs of the College	\$50,000
Lectureships & Cultural Programming	Support for visiting lecturers & cultural events	\$25,000
Memorial/Commemoratives	Honorific funds for specified projects	\$15,000
Book Funds	Support for the purchase of books	\$10,000
Prize/Award	Support for recognition awards	\$5,000

Named Centers, Institutes & Departments

Named Centers, Institutes, Depts.	Operating Fund Support	Guideline: Projected income from endowment produces ½ of the current, annual operating cost of the Center, Institute or Department.
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¹ Established with a minimum of \$10,000 with remaining in irrevocable pledge within 5 years.

² Established with less than \$25,000, with no commitment for future support.

UNIVERSITY OF VIRGINIA
BOARD OF VISITORS AGENDA ITEM SUMMARY

BOARD MEETING: October 18, 2001

COMMITTEE: The University of Virginia's
College at Wise

AGENDA ITEM: II. Chancellor's Remarks

BACKGROUND: The Chancellor will report on items of interest to the Committee.

DISCUSSION: The Chancellor will provide a brief summary of issues at The University of Virginia's College at Wise of which the Board should be aware, but does not require Board action.

ACTION REQUIRED: None

ATTACHMENT
(Changes in italics and underlined)

BYLAWS
OF THE BOARD
OF THE
THE UNIVERSITY OF VIRGINIA'S
COLLEGE AT WISE

I. Title

The name of this body is The University of Virginia's College at Wise Board. The University of Virginia's College at Wise Board exists to serve the Rector and Visitors of the University of Virginia in fulfilling its statutory authority over The University of Virginia's College at Wise.

II. Purpose and Duties

The purpose of The University of Virginia's College at Wise Board is to promote the sound development of the institution in accordance with policy, as set by the University's President and/or the Rector and Visitors. The University of Virginia's College at Wise Board also serves in an advisory capacity to the Chancellor of the College, the President of the University, and the Board of Visitors on matters pertaining to The University of Virginia's College at Wise.

Actions taken by the Board of Visitors, raised or proposed by the College, are preceded by deliberation of The University of Virginia's College at Wise Board. The Chancellor is responsible for assuring that there has been deliberation by The University of Virginia's College at Wise Board on matters brought forward to the Board of Visitors.

A. Chancellor Search Process

In the event of a vacancy in the chancellorship, the chair of The University of Virginia's College at Wise Board shall consult with and seek the advice of the University President, and make recommendations to the President of persons to serve on the search committee. The recommendations should include representatives of The University of Virginia's College at Wise Board, the

faculty, the student body, and the alumni. Upon the establishment of the search committee, the President shall establish a budget, identify staff for the committee, and name a chair.

The search committee, through its chair, shall make a preliminary report to the President regarding the work of the committee at the time when the committee is beginning to develop a group of final candidates. After finalists have been interviewed, the search committee shall provide a report for The University of Virginia's College at Wise Board. The report should contain the names of not more than three candidates, who in the judgment of the search committee are fully qualified and have a continuing interest in the chancellorship.

The University of Virginia's College at Wise Board, following receipt of the report of the search committee, shall review the candidates and formally recommend, with its reasons, not more than three candidates from the search committee's report for final consideration by the President. The President shall have responsibility for designating a nominee for the chancellorship, and making a recommendation for formal election by the Board of Visitors. On the operational level, the Chancellor is directly responsible to the President.

B. Naming of Campus Facilities

The University of Virginia's College at Wise Board shall develop its own policies regarding the naming of campus facilities, and submit them to the Rector and Visitors for approval. The Chancellor shall make recommendations to The University of Virginia's College at Wise Board regarding such actions as appropriate. The University of Virginia's College at Wise Board shall have responsibility and authority for the naming of major campus facilities in accordance with the policy approved by the Board of Visitors.

C. Establishment of Tuition Rates for Kentucky Residents

Section 23.7.4:2 (f) of the Code of Virginia provides that The University of Virginia's College at Wise Board and the Board of Visitors "may charge reduced tuition to any

person enrolled at The University of Virginia's College at Wise who lives within a fifty-mile radius of the College, is domiciled in, and is entitled to in-state tuition charges in the institutions of the higher learning in Kentucky, if Kentucky has similar reciprocal provisions for persons domiciled in Virginia." It is the responsibility of the Chancellor or designee to develop, in consultation with the University's chief financial officer, a recommendation annually for tuition and fee rates for eligible Kentucky students that is presented for action to The University of Virginia's College at Wise Board and the Board of Visitors.

D. Other Duties:

The University of Virginia's College at Wise Board shall also be responsible for any tasks or other duties delegated to it by the Board of Visitors or the President of the University.

III. Composition and Appointment

The University of Virginia's College at Wise Board shall be composed of not less than nine, and not more than 17- 20 persons, to be appointed by the Board of Visitors of the University of Virginia upon the recommendation of the President of the University.

At least six members shall be residents of the Commonwealth of Virginia, and at least three shall be alumni of The University of Virginia's College at Wise. Members of the faculty or staff of The University of Virginia's College at Wise shall not be eligible for membership on The University of Virginia's College at Wise Board.

In addition, the Rector, the Chair of The University of Virginia's College at Wise Committee of the Board of Visitors, the President of the University, and the President of The University of Virginia's College at Wise Alumni Association shall serve as voting ex-officio members of The University of Virginia's College at Wise Board. One member of the student body shall serve a one-year term as a non-voting member of The University of Virginia's College at Wise Board. No student will be eligible to serve more than one term. The student member shall be selected by the Executive Committee.

IV. Terms of Office

Members shall be appointed to serve terms of four years. Terms shall be staggered to provide continuity, up to five members being appointed each year by the Board of Visitors. The Board of Visitors may make appointments of fewer than four-year terms to fill un-expired vacancies and when changing the number of members of The University of Virginia's College at Wise Board. No one shall serve more than two consecutive, full terms.

Terms shall commence July 1, and end on June 30.

V. Officers, Organization, Executive Committee

At the last regular meeting of the year, The University of Virginia's College at Wise Board shall elect a chair, vice chair, secretary, and executive committee. The chair shall be elected for a two-year term. The vice chair shall be elected for a one-year term and shall not serve successive terms. The secretary shall be elected for a term of one year. The executive committee shall consist of two voting Board members who shall serve with the chair, vice chair, and secretary for a one-year term.

The chair shall call all meetings of the Board, and shall be the presiding officer. The chair shall have such powers and duties as may be assigned to her/him from time to time by the President and the Board of Visitors. The vice chair shall serve in the absence of the chair. The secretary shall have responsibility for working with the clerk to maintain a record of the proceedings of all meetings.

The executive committee shall meet upon the call of the chair, and between meetings of the Board, it shall be vested with the powers and duties of the full Board. All such actions taken by the executive committee between meetings of The University of Virginia's College at Wise Board shall be reported to the full Board at the next annual or regular meeting. If confirmation is required, the action shall be confirmed and approved by the Board at that time. The executive committee shall annually recommend a slate of officers to the Board.

The chair shall appoint a nominating committee consisting of four members of the Board who shall recommend names to be

forwarded to the Board of Visitors for consideration as members of this Board.

Annually, The University of Virginia's College at Wise Board, upon recommendation of the Chancellor, shall elect a member of the College staff to serve as Clerk of the Board. The Clerk shall attend all meetings, and shall draft minutes of all proceedings. The Clerk shall work with The University of Virginia's College at Wise Board secretary in finalizing minutes of all proceedings for action by the full Board, and shall assist The University of Virginia's College at Wise Board in the discharge of its duties.

VI. Committees of the Board of the The University of Virginia's College at Wise

The University of Virginia's College at Wise Board may establish and charge such committees as may be necessary, proper, or convenient to carry out its duties. Additionally, The University of Virginia's College at Wise Board may, upon the recommendation of the chancellor, establish advisory bodies to engage other citizens in support of the College, its mission, and its programs.

VII. Meetings

Meetings shall be of three kinds: an annual meeting, at least two regular meetings, and special meetings as called. The University of Virginia's College at Wise Board shall hold one annual meeting in each fiscal year on the campus of The University of Virginia's College at Wise at a time to be determined by the executive committee. At the annual meeting, The University of Virginia's College at Wise Board shall receive a report from the Chancellor of The University of Virginia's College at Wise on the state of the College and review and decide on such other matters as may come before it.

There shall be such regular meetings as The University of Virginia's College at Wise Board may determine. The executive committee shall determine the time, date, and place of such meetings. Special meetings may be called by the chair or upon the request of five voting members. A quorum of the Board for the conduct of business shall consist of ~~six~~ eight voting members. For meetings of the executive committee a quorum shall consist of three voting members.

Notice of the annual meeting and all regular meetings of The University of Virginia's College at Wise Board shall be given at least 10 days in advance of the meeting. Notice of all special meetings shall be given at least five days in advance of such special meeting unless waived in writing by each member of the Board. Notice of meetings shall be provided by mail at the direction of the chair.

VIII. Compliance with the Commonwealth's Freedom of Information Act

The University of Virginia's College at Wise Board is a public body and as a result must comply with the Commonwealth of Virginia's Freedom of Information Act.

IX. Amendments to Bylaws

The Board of Visitors has the authority to effect changes in these Bylaws. Upon reasonable notice, recommendations for changes may come from The University of Virginia's College at Wise Board, or from the Board or Visitors. Recommendations from The University of Virginia's College at Wise Board for changes in the Bylaws must come as a result of the vote of two-thirds of the members in attendance at an annual or regular meeting of The University of Virginia's College At Wise.

X. Revocation of Previous Bylaws

All previous Bylaws are revoked upon the approval of these Bylaws by the Board of Visitors.

XI. Removal of Members

Any member who fails to perform the duties of his or her office for one year without sufficient cause shown to The University of Virginia's College at Wise Board, shall at their next meeting after the end of such year, cause the fact of such failure to be recorded in the minutes of their proceedings and certify the same to the Board of Visitors; and the office of such local board member shall be thereupon vacant.

Revisions approved by the College's Board on September 14, 2001.