

March 31, 2005

MEMORANDUM

TO: The Board of Visitors:

Gordon F. Rainey, Jr., Rector	Vincent J. Mastracco, Jr.
Thomas F. Farrell, II, Vice Rector	Lewis F. Payne
A. MacDonald Caputo	Don R. Pippin
Alan A. Diamonstein	Warren M. Thompson
Susan Y. Dorsey	E. Darracott Vaughan, Jr.
G. Slaughter Fitz-Hugh, Jr.	Georgia M. Willis
W. Heywood Fralin	John O. Wynne
Glynn D. Key	James W. Head
Mark J. Kington	

FROM: Alexander G. Gilliam, Jr.

SUBJECT: Minutes of the Orientation Session for New Board Members on  
March 31, 2005

An orientation session for new Board Members was conducted, in Open Session, from 11:10 a.m. to 12:35 p.m. in the Lower West Oval Room of the Rotunda on Thursday, March 31, 2005. The new Members were A. Macdonald Caputo, Alan A. Diamonstein, and Vincent J. Mastracco, Jr., as well as Ms. Catherine Neale, the Student Member-elect. The session was conducted by Gordon F. Rainey, Jr., Rector, John T. Casteen, III, President of the University, Leonard W. Sandridge, Executive Vice President and Chief Operating Officer, Paul J. Forch, General Counsel, Gene D. Block, Vice President and Provost, and Alexander G. Gilliam, Jr., Secretary to the Board. Don R. Pippin, Member of the Board, was present as well.

The general topics discussed at the orientation were as follows:

- Overall view of the Board, its Committee structure and its workings. (The Rector)
- The duties and workings of the Board in the context of the Virginia Freedom of Information Act. Cautions on conflicts of interest. (Mr. Forch)
- The University and State appropriations. (The President and Mr. Sandridge)

Orientation Session - March 31, 2005 - 2.

- The making of the University budget: timetable of the budget making process and the Board's involvement in the process. (Mr. Sandridge)
- The University's overall rankings in comparison with its peers, together with its aspirations in this regard; the determining factors and the Board's role. (The President)

In addition, the new Members were given written summaries of each Vice President's areas of responsibilities.

AGG:lah

Copies to: Mr. John T. Casteen, III  
Mr. Leonard W. Sandridge  
Ms. Catherine S. Neale

These minutes have been posted to the University of Virginia's Board of Visitors website.

<http://www.virginia.edu/bov/publicminutes.html>