

February 25, 1999

MEMORANDUM

TO: The Executive Committee:

John P. Ackerly, III, Chair
Charles M. Caravati, Jr., M.D.
Champ Clark
William H. Goodwin, Jr.
Terence P. Ross

and

The Remaining Members of the Board:

J. Michael Allen	Elizabeth A. Twohy
William G. Crutchfield, Jr.	Henry L. Valentine, II
T. Keister Greer	Walter F. Walker
Elsie Goodwyn Holland	Benjamin P.A. Warthen
Timothy B. Robertson	James C. Wheat, III
Albert H. Small	Joseph E. Wolfe

FROM: Alexander G. Gilliam, Jr.

SUBJECT: Minutes of the Meeting of the Executive
Committee on February 25 1999

The Executive Committee of the Board of Visitors of the University of Virginia met, in Open Session, at 10:00 a.m. in the Lower West Oval Room of the Rotunda on Wednesday, February 25, 1999; John P. Ackerly, III, Rector, presided. Champ Clark and William H. Goodwin, Jr., were present. Also present were William G. Crutchfield, Jr., Albert H. Small, and Benjamin P.A. Warthen; as well as Leonard W. Sandridge, Jr., Alexander G. Gilliam, Jr., Ms.

Colette Capone, Robert P. Dillman, and Ms. Jeanne Flippo Bailes.

The Rector called the meeting to order and asked Ms. Capone, Vice President for Management and Budget, to present the first item on the Agenda.

Ms. Capone explained that it is necessary for the Board to delegate authority to a Board member, or members, to approve change orders (which she defined as a contract method to permit owners to make changes to an existing contract) on capital outlay projects. A recent directive from the Secretary of Administration in Richmond, which is based on an opinion of the Attorney General, directs Boards of Visitors of certain public institutions to delegate this authority to one of its members. Changes have been proposed in the law as part of the Budget, and if the proposal is approved, the changes would take effect when the Budget takes effect. These changes would remove the authority proposed in this resolution.

On motion, the following resolution was approved by the Committee:

CHANGE ORDER APPROVALS

The following resolution was adopted:

WHEREAS, the December 16, 1998 delegation letter from Governor Gilmore allows the Board to further delegate approval of construction and architectural and engineering contract change orders to any one or more Board members, as determined by the Board; and

WHEREAS, the December 16, 1998 delegation letter from Governor Gilmore allows the Board to authorize an officer of the University to act on its behalf for purposes of signing documents evidencing the exercise of its approval authority.

RESOLVED that the Board of Visitors has selected Albert H. Small, Chair of the Buildings and Grounds Committee, and in his absence James C. Wheat, III to approve on its behalf construction and architectural and engineering change orders; and

RESOLVED FURTHER that the Board of Visitors authorizes the Chief Facilities Officer to act on its behalf for purposes of signing documents evidencing the exercise of its approval authority.

In response to questions and comments from Members, Mr. Dillman explained how change orders work. Mr. Goodwin agreed that the proposed resolution had to be passed, but he urged the Administration to devise a better plan for dealing with change orders. Mr. Small told Mr. Dillman he felt he could not sign a change order unless it had been reviewed and signed by Mr. Dillman. Mr. Dillman replied that no change order would be sent to Mr. Small or to Mr. Wheat unless it had been reviewed and approved by him.

The Rector explained the second proposed resolution on the Agenda, a housekeeping resolution to reflect, in the Manual of the Board of Visitors, the new name of Clinch Valley College - the University of Virginia's College at Wise. The changes to the Manual proposed in the resolution would take effect on or after July 1, 1999 when the new name of the College goes into effect.

On motion, the resolution was approved by the Committee and recommended to the full Board for approval.

APPROVAL OF MANUAL CHANGE

The following resolution was adopted:

WHEREAS, the name of Clinch Valley College has been changed to the University of Virginia's College at Wise and legislation to that effect has been introduced in the General Assembly of Virginia;

RESOLVED, that pending final passage of the legislation and approval by the Governor, the name of the Clinch Valley College Committee of the Board of Visitors be changed to the Committee on the University of Virginia's College at Wise; and

RESOLVED FURTHER, that the following changes be made on or after July 1, 1999 to the 1998 edition of The Manual of the Board of Visitors:

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3.28: Change Clinch Valley College Committee to *Committee on the University of Virginia's College at Wise*.
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Section 2.4, 24: Change chief local administrative officer of Clinch Valley College to *chief local administrative officer of the University of Virginia's College at Wise*.
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Section 3.2: Change the Clinch Valley College Committee to *the Committee on the University of Virginia's College at Wise*.
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Section 3.28: The whole Section should be changed to read *The Committee on the University of Virginia's College at Wise - The Committee on the University of Virginia's College at Wise is charged with maintaining liaison between the Board of Visitors and the Chancellor of the University of Virginia's College at Wise. The Committee will work to assist the Chancellor in carrying out the Chancellor's duties and to further the advancement of the University of Virginia's College at Wise*.
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Section 4.2, 4: Change the Chancellor of Clinch Valley College to *the Chancellor of the University of Virginia's College at Wise*.

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On motion, the meeting was adjourned at 10:10 a.m.

AGG:lah

Copies to: Mr. John T. Casteen, III Mr. Gene D. Block
 Dr. Robert W. Cantrell Ms. Colette Capone
 Ms. Louise Dudley Mr. Ernest H. Ern
 Mr. Paul J. Forch Mr. William W. Harmon
 Mr. Terry Holland Mr. L. Jay Lemons
 Ms. Polley Ann McClure Mr. Peter W. Low
 Mr. Leonard W. Sandridge, Jr.
 Mr. Robert D. Sweeney