



**MEETING MINUTES  
UNIVERSITY OF MARY WASHINGTON  
BOARD OF VISITORS  
NEW BOARD MEMBER ORIENTATION  
JULY 26-27, 2016**

- 1. Tuesday, July 26, 2016**
- 2. 12:00 Noon, Lunch, Jepson Alumni Executive Center (JAEC), Rectors' Gallery**
- 3. 12:30 p.m., JAEC, Minor Board Room**

**Board of Visitors Members Present:**

Heather M. Crislip '95 (arrived at 2:15 p.m.)

Holly T. Cuellar '89

Edward Hontz

Deirdre Powell White '91

Fred M. Rankin III

**Also Present:**

Troy D. Paino, President; Martin M. Wilder, Jr., Chief of Staff; Kimberley Buster-Williams, Associate Provost for Enrollment Management; Jeffrey W. Rountree '91, Chief Executive Officer, UMW Foundation; Theresa Y. Crawley '77, Member, UMW Foundation Board of Directors; Kathleen S. Mehfood '70 Chair, UMW Foundation Board of Directors; Zafeer Mobashar, Audio Visual Technician

**A. Call to Order**

Rector Cuellar called the meeting to order at 12:35 p.m. She welcomed everyone and offered congratulations to the new Board of Visitors members on their appointments to the Board. She thanked Ms. Kathy Mehfood '70, Chairman of the UMW Foundation Board, Dr. Theresa Crawley, member of the UMW Foundation Board, and Mr. Jeff Rountree '91, Chief Executive Officer of the Foundation, for the Foundation's partnership with the Board of Visitors and the University and for being present to provide a UMW Foundation orientation as part of the program.

## **B. New Board Member Orientation**

- **Welcome and Introductions**

All present for the meeting introduced themselves. Ms. Cuellar and Mr. Rankin, Chair of the Nominating and Governance Committee, provided a welcome and overview of the importance and purposes of the orientation program. Mr. Rankin noted that this program is intended to be a broad overview of University organization and operations. Additional in-depth sessions will be provided later on key topics, such as finance and budgeting.

Dr. Troy Paino, UMW's new president, offered introductory remarks. He briefly discussed his excitement at being tapped to lead UMW and noted that he very much looks forward to working together with the Board to advance the University.

- **History, Mission, Organizational Structure**

Dr. Martin Wilder, Chief of Staff, provided a history of the University and outlined the organizational structure, leadership, mission statement, and brand identity of UMW. The presentation is attached to BoardDocs.

- **UMW Foundation Orientation**

Ms. Mehfoud and Dr. Crawley welcomed the new Board of Visitors members and remarked on the importance of the positive relationship that has been built between the University and the Foundation. Mr. Rountree gave a detailed presentation on the purposes, structure, and activities of the Foundation. He emphasized the role of the Foundation in managing private donations and assets of the University in support of institutional goals.

## **C. Tour of the Fredericksburg Campus**

At 3:30 p.m., the orientation presentations concluded for the day, to enable Board members to take a scheduled tour of the Fredericksburg campus. Dr. Wilder led the tour by van. Ms. Cuellar, Mr. Rankin, Ms. Crislip, Mr. Hontz, and Ms. White participated in the tour.

## **4. 6:00 p.m., Dinner, JAEC, Kalnen Inn**

Following the campus tour, the group returned to the Kalnen Inn at the Jepson Alumni Executive Center for dinner. No University business was discussed at the dinner event.

5. **Wednesday, July 27, 2016**
6. **8:00 a.m., Continental Breakfast, JAEC, Minor Board Room**
7. **8:30 a.m., JAEC, Minor Board Room**

**Board of Visitors Members Present:**

Holly T. Cuellar '89, Rector  
Sharon Bulova  
Heather M. Crislip '95 (arrived at 11:56 a.m.)  
Edward B. Hontz  
Kenneth J. Lopez '92  
Fred M. Rankin III  
Rhonda VanLowe (arrived at 9:10 a.m.)  
Lisa D. Taylor '85  
Deirdre Powell White '91

**Also Present:**

Troy D. Paino, President; Martin M. Wilder, Jr., Chief of Staff; Kimberley Buster-Williams, Associate Provost for Enrollment Management; Timothy O'Donnell, Associate Provost Academic Engagement and Student Success; Leah K. Cox, Special Assistant to the President for Diversity and Inclusion and Title IX Coordinator; Sabrina C. Johnson, Associate Vice President for Human Resources and Affirmative Action; Richard R. Pearce, Vice President for Administration and Finance and CFO; Paul Messplay, Executive Director, Budget and Financial Analysis; Cedric Rucker, Associate Vice President and Dean of Student Life; Torre M. Meringolo, Vice President for Advancement and University Relations (arrived at 10:50 a.m.); Carrie S. Nee, Senior Assistant Attorney General, Education Section; Zafeer Mobashar, Audio Visual Technician

**A. Board of Visitors Orientation Session**

Rector Cuellar reconvened the Board of Visitors orientation at 8:30 a.m. She welcomed and congratulated new Board member Sharon Bulova, who had joined the orientation.

- **Academic Affairs and Enrollment Management**

Dr. Timothy O'Donnell detailed the organizational structure and functions within the Academic Affairs Division. He provided information regarding UMW's academic programs and initiatives. Ms. Buster-Williams gave an overview of the purposes and methodologies in the enrollment management arena. Both presentations are attached to BoardDocs.

- **Budget and Finance**

Mr. Rick Pearce and Mr. Paul Messplay gave an overview of the UMW budgets, revenue sources, and tuition and fees. A special deep dive into finances will be held prior to the Board of Visitors September regular meeting. The presentation is attached to BoardDocs.

- **Student Affairs**

Mr. Cedric Rucker provided a presentation on the organizational structure within Student Affairs and discussed the goals and objectives of the division. The presentation is attached to BoardDocs.

- **Advancement, Alumni, and University Relations**

Mr. Torre Meringolo detailed the functional areas of Advancement and Alumni Relations. He further outlined the University Relations function, including the University's branding activities. His presentation is attached to BoardDocs.

## **8. 12:00 Noon, Lunch, JAEC, Rectors' Gallery**

Board members and staff had lunch in the Rectors' Gallery of the Jepson Alumni Executive Center. No University business was discussed at this event.

### **A. Board of Visitors Orientation Session**

- **Title IX, Diversity and Inclusion**

The orientation session resumed at 1:47 p.m. following lunch. Dr. Leah Cox provided information regarding legal requirements of Title IX and the impact upon the University. She detailed UMW's initiatives and programs, as well as efforts to achieve diversity and inclusion. Her presentation is attached to BoardDocs.

- **Personnel, Legal Matters (FOIA/COIA)**

Ms. Sabrina Johnson presented information on UMW's workforce and key issues in the human resources arena. Ms. Carrie Nee, Assistant Attorney General, provided information and training regarding Virginia's Conflict of Interest Act and Freedom of Information Act. Presentations are attached to BoardDocs.

- **Board Member Basics, Nut-and-Bolts, Wrap Up**

Ms. Cuellar and Mr. Rankin briefly discussed Board member matters, including the importance of private financial support. Dr. Wilder discussed details of Board activities, such as travel reimbursements, mandatory SCHEV orientation, AGB membership, and required FOIA/COIA online training. He also gave a brief demonstration of the BoardDocs electronic board management system.

## **Adjournment**

The orientation session concluded and adjourned at 2:50 p.m.



**MEETING MINUTES  
UNIVERSITY OF MARY WASHINGTON  
BOARD OF VISITORS MEETING  
JULY 27, 2016**

- 1. Wednesday, July 27, 2016**
- 2. 3:00 p.m., Board of Visitors Meeting, University Center, Maple Room**
- A. Get Acquainted Session**

**Board of Visitors Members Present:**

Holly T. Cuellar '89, Rector  
Sharon Bulova  
Heather M. Crislip '95  
Edward B. Hontz  
Edward R. Houck  
Kenneth J. Lopez '92  
Fred M. Rankin III  
Davis C. Rennolds '06  
Lisa D. Taylor '85  
Rhonda VanLowe  
Deirdre Powell White '91

**Also Present:**

Troy D. Paino, President

Rector Cuellar called the meeting to order at 3:05 p.m. in the Maple Lounge of the University Center. The purpose of the meeting was to provide an informal venue for Board members and the University's new president, Dr. Troy Paino, to get acquainted with one another.

Members of the Board of Visitors and President Paino engaged in informal introductory conversation designed to get to know one another as individuals. Participants shared information about their backgrounds and interests as a prelude to beginning their work together for the coming academic year. No University business was conducted at this meeting. The informal discussion was concluded at 5:10 p.m.

**5:30 p.m., Dinner, University Center, Magnolia Room**

Following the Get Acquainted Session, Mrs. Kelly Paino joined the group for an informal dinner in the Magnolia Room of the University Center. No University business was conducted at this event. The event concluded at 7:45 p.m.

**MEETING MINUTES APPROVED  
UNIVERSITY OF MARY WASHINGTON  
BOARD OF VISITORS  
SEPTEMBER 15, 2016**