

**LONGWOOD UNIVERSITY BOARD OF VISITORS’  
EXECUTIVE COMMITTEE  
August 16, 2010**

**Minutes**

**Call to Order:** The Executive Committee of the Longwood University Board of Visitors met on Monday, August 16, 2010, in the Dome Room at the Martin Agency in Richmond, Virginia. The meeting was called to order at 9:35 a.m. by Mr. John B. Adams, Rector of the Board.

**Members present were:**

Mr. John B. Adams, Jr.  
Ms. M. Jane Brooke  
The Honorable Otis L. Brown  
Mr. Stephen L. Mobley

**Others present were:**

Mrs. Lorita Hughes  
Mr. Chin Han Kim  
Mr. Ronald O. White

**Present at the request of the Committee:**

Ms. Jeanne S. Hayden  
Mrs. Penelope Howard  
Dr. Kenneth Perkins  
Ms. Kathy S. Worster

**Business**

The Rector welcomed the Committee members and other members of the Board of Visitors. He introduced Mr. White as one of the Board’s newly appointed members.

Dr. Perkins, Interim Vice President of Academic Affairs, briefed the committee on the President’s recovery from pneumonia.

**Item 1 – Review Agenda and Schedule of Events for the September 2010 Board of Visitors’ Meeting**

Ms. Hayden, Executive Assistant to the Board, reviewed with the Executive Committee the Agenda and Schedule of Events for the upcoming September 9-11, 2010, Board of Visitors’ meeting. Ms. Worster reviewed the details of 1) Approval of Request for Funds from Auxiliary Reserves and 2) Approval of Proceeding with Performance Contract for Energy Management.

Mr. Kim recommended that a summary of the two financing options related to the contract for energy management be made available for review at the September meeting.

Mr. Brown reported that the University is looking into having a bond rating that will benefit both Longwood and the Real Estate Foundation (REF). Acquiring a bond rating will aid the REF in securing bonds at a lower rate of interest. Mr. Copeland will expand on this topic during his report at the September meeting.

The Committee recommended that a report on compliance with textbook requirements as set forth in the Higher Education Opportunity Act (HEOA) be added to the September agenda.

Item 2 – Report on Diploma Issue

Dr. Perkins reported that the 2010 diplomas that were issued to the graduates were distributed with an incorrect signature for the Board of Visitors’ rector. He reported that he consulted with the Office of the Attorney General and was advised that the diplomas are legal. He went on to report that two graduates have requested new diplomas with the correct signatures.

It was recommended that the Executive Committee not take any action but that the University be advised to reissue corrected diplomas upon request. Mr. Adams will advise the full Board of this issue at its meeting in September.

**Closed Session**

A motion was made by Mr. Mobley to go into Closed Session under Section 2.2-3711 A1 of the Code of Virginia to discuss matters related to personnel. The motion was seconded by Ms. Brooke and approved by the Executive Committee.

A motion was made by Ms. Brooke for the Executive Committee to return to Open Session. Her motion was seconded by Mr. Brown and unanimously approved.

In compliance with the provisions of the Freedom of Information Act, the Executive Committee returned to open session. Mr. Mobley moved to certify that the discussions in Closed Session were in compliance with the Code of Virginia. The motion was seconded by Ms. Brooke and affirmed by Mr. Adams, Mr. Brown, Mrs. Hughes, Mr. Kim, and Mr. White. (A copy of the compliance is filed with “Addenda to Minutes of Meetings of the Board of Visitors” as Appendix 1, August 16, 2010.)

**Adjournment**

There being no further business, Mr. Adams adjourned the meeting at 10:47 p.m.

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M Jane Brooke  
Board Secretary