

TO: Members of the Academic and Research Advancement
Committee of the Board of Visitors

Kenneth E. Ampy, Chair
Dee D. Gilmore, Vice Chair
Fred J. Whyte (ex-officio)
Barry M. Kornblau (ex-officio)
Frank Batten, Jr.
David L. Bernd
John F. Biagas
Luke M. Hillier
Frank Reidy
Andres Sousa-Posa (Faculty Representative)

FROM: Carol Simpson
Provost

DATE: May 30, 2013

The purpose of this memorandum is to provide you with background information for our meeting on Thursday, June 13, 2013. The committee will meet from 10:00-11:30 a.m. in the Presidents' Room in Webb Center.

I. Approval of Minutes of the April 26, 2013 Meeting

The minutes of the April 26, 2013 meeting will be presented for approval as previously distributed.

II. Closed Session

The members of the Academic and Research Advancement Committee will receive information related to the item to be discussed in closed session.

III. Reconvene in Open Session and Vote on Resolution

IV. Consent Agenda

VI. Regular Agenda

The regular agenda includes a proposed revision to the Guidelines for Appointment and Promotion of Librarians.

VII. Information Items

Information items include information on one leave of absence without compensation, the annual report on Committee actions, the report from the Provost, and the report from the Office of Research. The report from the Provost will include updates on the strategic plan and planning

OLD DOMINION UNIVERSITY
BOARD OF VISITORS

June 13, 2013

FACULTY APPOINTMENTS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following faculty appointments.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Kareem A. Ahmed Assistant Professor of Mechanical and Aerospace Engineering Tenure Track	\$79,000	7/25/13	10 mos

Dr. Ahmed received a Ph.D. and an M.S. in Mechanical Engineering, in 2009 and 2006 respectively, from the University at Buffalo, The State University of New York and a B.S. in Mechanical Engineering Technology in 2004 from the State University of New York at Alfred. Since 2011, he has been Senior Engineer at United Technologies Corporation.

Ms. Suzanne L. Benfield Lecturer of Nursing	\$61,000	7/25/13	10 mos
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Ms. Benfield received an M.S. in Nursing in 2012 from the University of North Dakota and a B.S. in Nursing in 2009 from the University of Wisconsin Green Bay. Since 2009, she has been Simulation Lab Coordinator at Medical Careers Institute. Prior to that, Ms. Benfield was a Registered Nurse at Sentara Norfolk General Hospital.

Ms. Stephanie R. Caggiano Instructor of Information Technology and Decision Sciences	\$53,000	7/25/13	10 mos
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Ms. Caggiano received an M.S. in Computer Science and an M.S. in Mathematics, in 2000 and 1994 respectively, from The College of William and Mary and a B.S. in Mathematics and Economics in 1993 from James Madison University. Since 2012, she has been a Software Developer at NBT Solutions. Ms. Caggiano has also been a Mathematics Instructor for Westwood College Online since 2005.

Ms. Leanne White Lecturer Director of Advising for the College of Health Sciences	\$50,000	7/25/13	12 mos
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Ms. White received an M.A. in History and a B.A. in Communication, in 2007 and 2002 respectively, from Old Dominion University. Since 2008, she has been Assistant Director of Advising in the College of Sciences.

Dr. Xiaoyu Zhang Assistant Professor of Mechanical and Aerospace Engineering Tenure Track	\$78,000	7/25/13	10 mos
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Dr. Zhang received a Ph.D. in Mechanical Engineering in 2010 from the University of Connecticut and an M.S. in Engineering Mechanics and B.S. in Aerospace Engineering, in 2005 and 2002 respectively, from Nanjing University of Aeronautics and Astronautics, China. Since 2010, he has been a Postdoctoral Research Associate at Idaho National Laboratory.

June 13, 2013

ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following administrative faculty appointments.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Karina Arcaute Grant Writer Batten College of Engineering and Technology and Assistant Professor	\$50,000	6/10/13	12 mos

Dr. Arcaute received a Ph.D. in Materials Science and Engineering and an M.S. in Mechanical Engineering, in 2008 and 2004 respectively, from the University of Texas at El Paso and a B.S. in Chemical Engineering in 2001 from Instituto Tecnológico de Chihuahua. From 2001 – 2011, she was a Graduate Research Assistant and then Program Manager/Research Coordinator for W. M. Keck Center for 3D Innovation at the University of Texas at El Paso.

Mr. Lamar J. Barrett Assistant Men’s Basketball Coach and Assistant Instructor	\$90,000	4/25/13	12 mos
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Mr. Barrett received a B.S. in Business Administration in 1994 from Elizabeth City State University. Since 2010, he has been Assistant Men’s Basketball Coach at American University. Prior to that, Mr. Barrett was Assistant Men’s Basketball Coach at Brown University.

Ms. Natalie Barrett Assistant Field Hockey Coach and Instructor	\$45,000	4/25/13	12 mos
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Ms. Barrett received a Masters of Arts in

Dr. Erin M. Bentrin	\$78,000	5/10/13	12 mos
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Director of Assessment and Planning, Student Engagement and Enrollment Services and Assistant Professor

Dr. Bentrin received a Ph.D. in Educational Psychology and Research and an M.Ed. in Student Personnel Services, in 2002 and 1993 respectively, from the University of South Carolina and a B.A. in English in 1991 from Wofford College. Since 2006, she has been the Director of Student Affairs Assessment at the University of North Carolina at Greensboro.

Ms. Erin Bunton	\$48,000	6/10/13	12 mos
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Associate Director, Office of Student Conduct and Academic Integrity and Instructor

Ms. Bunton received an M.S.Ed. in Higher Education, Student Affairs from Old Dominion University and a B.A. in Sociology from Bradley University. Since 2011, she has been Interim Assistant Director in the Office of Student Conduct and Academic Integrity at Old Dominion University.

Mr. John P. Costanzo	\$50,000	6/10/13	12 mos
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Assistant Director
Tri-Cities Higher Education Center
and Instructor

Mr. Costanzo received an M.B.A. in 1997 from Averett University and a B.A. in History in 1987 from Old Dominion University. Since 2000, he has been Human Resources Director, Executive Director/Director of Operations, Chief Executive Officer, Deputy Division Chief – Training, and Executive Director, U.S. Army.

Ms. Kristyn N. Danson	\$45,000	4/25/13	12 mos
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Communications Coordinator
Batten College of Engineering & Technology and Instructor

Ms. Danson received a Master of Public Administration in 2010 from Old Dominion University and a Bachelor of Business Administration in Marketing in 2004 from the College of William and Mary. Since 2011, she has been Public Relations and Marketing Specialist in the College of Engineering and Technology at Old Dominion University.

Ms. Mary C. Deneen	\$128,700	5/25/13	12 mos
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Assistant Vice President for Finance/
University Controller and Instructor

Ms. Deneen received an M.S. in Accounting in 2000 from Old Dominion University and a

B.A. in Political Sciences in 1983 from Randolph-Macon College. Since 2013, she has been Director of Finance for the Research Foundation at Old Dominion University. Prior to that, Ms. Deneen was Senior Director of Accounting (Controller) for Norfolk Public Schools and Assistant Controller for Norfolk State University.

Mr. Kieran P. Donohue Special Assistant to the Head Men's Basketball Coach and Assistant Instructor	\$75,000	5/10/13	12 mos
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Mr. Donohue received a B.A. in History in 1997 from the University of Virginia. Since 2000, he has been Associate Head Coach and Assistant Coach at American University.

Dr. Tyler Fortman Assistant Director, Office of Student Conduct and Academic Integrity and Assistant Professor	\$42,000	5/25/13	12 mos
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University of Missouri, an M.A. in Human Resources Management and Human Resources Development in 2003 from Webster University and a B.S. in Public Relations in 1999 from the University of Central Missouri. Since 2007, she has been Student Development Coordinator at the University of Missouri.

Ms. Rachel Ann Lux

\$53,000

7/10/13

12 mos

in the Ph.D. program in Criminology and Criminal Justice at Old Dominion University. From 2010-2012, he was a Statistical Learning Lab Coordinator/Technologist at Norfolk State University. Mr. Smith has also been an Instructor of Sociology and Criminal Justice at Old Dominion University since 2005.

Mr. Bryant L. Stith Assistant Men's Basketball Coach and Assistant Instructor	\$90,000	5/10/13	12 mos
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Mr. Stith received a B.A. in Sociology in 1992 from the University of Virginia. Since 2006, he has be

June 13, 2013

EMERITUS/EMERITA APPOINTMENTS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the granting of the title of emeritus/emerita to the following faculty members. A summary of their accomplishments is included.

Name and Rank

Effective Date

Dennis A. Darby
Professor Emeritus of

July 1, 2013

funding for his research, mostly from the highly competitive National Science Foundation.

MICHELE L. DARBY

Michele L. Darby, eminent scholar, University professor, chair of the Gene W. Hirschfeld School of Dental Hygiene and former graduate program director, received a B.S. in Dental Hygiene in 1971 and an M.S. in Dental Hygiene in 1972 from Columbia University. She joined Old Dominion University as an assistant professor in 1974, was promoted to Professor in 1984 and achieved eminent scholar status in 1989. Her research focuses on oral disease processes, ergonomics and oral care product effects.

Darby is associate editor of the International Journal of Dental Hygiene, member of the Oral Health Institute Grant Review Committee, member of the Sunstar Foundation World Dental Hygienist Award selection committee, and editorial review board member for major journals. In addition to three major textbooks, *Research Methods for Oral Health Professionals*; *Mosby's Comprehensive Review of Dental Hygiene*, 6th ed; and *Dental Hygiene Theory and Practice*, 2nd ed. (Elsevier), she has over 50 peer-

June 13, 2013

APPROVAL OF PROPOSED REVISION TO THE GUIDELINES FOR
APPOINTMENT AND PROMOTION OF LIBRARIANS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revision to the Guidelines for Appointment and Promotion of Librarians, effective July 1, 2013.

Rationale: The proposed change arose because of a conflict between the Faculty Grievance Policy and the Guidelines for Appointment and Promotion of Librarians. The Faculty Grievance Policy states that it applies to faculty and professional librarians. However, the Guidelines for Appointment and Promotion of Librarians refer librarians to the Grievance Policy for Faculty Administrators.

The Faculty Senate, the University Libraries Promotion Committee, and the University Librarian felt the Guidelines for Appointment and Promotion of Librarians should be amended to refer librarians to the Faculty Grievance Policy instead of the Faculty Administrator Grievance Policy. They noted that librarians are faculty in their instructional, research and service roles, have a well-established promotion system that parallels the faculty system for promotion, have a seat on Faculty Senate and are eligible to be appointed to Faculty Senate committees.

Guidelines for Appointment and Promotion of Librarians

I. Appointment and Promotion in Rank

All appointments to and promotions in rank are based upon the evaluation of the librarian's professional performance and the established requirements for each rank. The library rank structure is equivalent to the teaching/research faculty rank structure.¹

The following ranks are established for librarians at the Old Dominion University Library:

- A. Librarian IV. Appointment or promotion to this rank is the highest honor that the university can bestow upon academic librarians. These are librarians who have made outstanding contributions to the university and to their profession. They shall (T)15(he3a)13(i)-1(ot)15(n)-3(t)2(ow) responsible for initial consideration of all applications for promotions in rank, appointments to rank for newly hired librarians, and also requests for extended contracts. The committee consists of five members elected by the Library faculty and chosen from those librarians with rank of librarian II or above with one or more years of experience in the library. The committee reviews the application and documentation and forwards its recommendation to the university librarian. The university librarian forwards his or her recommendation and that of the Library Promotion Committee to the provost and vice president for academic affairs. On the basis of all the evaluations and recommendations, the provost and vice president for academic affairs makes a decision concerning promotion for the coming year. If the provost and vice president for academic affairs decides against promotion, the librarian may request a review by the president. The decision of the president is final.

II. Evaluative Criteria for Promotion

An annual review of the performance of each librarian of the Old Dominion University Library staff will be conducted in order that he or she may receive full credit and reward for his or her contribution to the library and to the university. The criteria on which this evaluation will be based are as follows:

- A. Professional Performance. The basic quality which must be evident for promotion in academic rank is the ability to perform at a high professional level in areas which contribute to the educational and research mission of the university such as reference service, collection development, management, bibliographic organization and control. Each librarian should have the maximum possible latitude in fulfilling these responsibilities.

Demonstration of high standards of professionalism should include:

- 1. Demonstrated in-depth knowledge of job.
- 2. Effectiveness in providing information to the university community and in the development and use of library resources.
- 3. Performance characteristics such as innovativeness and creativity, adaptability and acceptance of responsibility.
- 4. Demonstrated ability as an administrator, if applicable to the librarian's position description.

Additional evidence for promotion in rank may include:

- B. Continued Academic Study. This category includes a) formal academic effort

Release from appointment is recommended by the university librarian and is subject to the approval of the provost and vice president for academic affairs or his or her designee.

A librarian may voluntarily resign from his or her appointment, by June 30. A minimum of 30 days' notice, in addition to any accrued leave days, is expected. The letter of resignation, including the reason for and the effective date of resignation, should be sent to the university librarian.

- D. Non-Renewal of Appointment. The university librarian may recommend the non-renewal of appointment for the librarian whose evaluated performance is below acceptable professional standards. Said recommendation is made by the university librarian to the provost and vice president for academic affairs or his or her designee in accordance with the following timetable established by the university and published in this Handbook:
 - 1. At least ninety (90) days for librarians in their first twenty-four months of service.
 - 2. At least one hundred and eighty (180) days for librarians with more than twenty-four months of service.
- E. Termination with Cause. The procedures for termination with cause for librarians follow the procedures for "Notice of Termination of Administrative Faculty Members" holding rank without departmental designation as found in this Handbook.

-Adopted by the Board of Visitors

June 14, 1979

Revised June 20, 199CID S Jt.()Ta4 0 T3 0 Td ()ache ()t.()Ta4 0 T3

June 13, 2013

REQUEST FOR LEAVE OF ABSENCE WITHOUT COMPENSATION

The President has approved the following request for leave of absence without compensation.

<u>Name and Rank</u>	<u>Leave of Absence</u> <u>From</u> <u>To</u>	<u>Contract Salary</u>
Pamela Arnold Research Associate	6/10/13-8/24/13	\$64,217
Reason for Leave:	Complete doctoral dissertation	

ITEM

MONTH OF BOARD OF VISITORS PROCEEDING

Non-Academic Appointments (cont)

Ms. Heather Holt Head Women's Lacrosse Coach	September 2012
Ms. Kathryn M. Hughes Professional Counselor	September 2012
Ms. Pamela E. Jackson Senior EO Officer	September 2012
Mr. Justin P. Jannuzzi Director Old Dominion Athletic Foundation	September 2012
Mr. Z. Andrew Jatau Professional Counselor	September 2012
Ms. Kathleen A. Kaplan Major Gift Officer Darden College of Education	September 2012
Ms. Ashley M. Kellogg Assistant Women's Lacrosse Coach	September 2012
Mr. Brian P. Kurisky	September 2012

ITEM

Non-Academic Appointments (cont)
Ms. Martha E. Miller
Associate Site Director

**MONTH OF BOARD OF
VISITORS PROCEEDING**

September 2012

MONTH OF BOARD OF

ITEM

MONTH OF BOARD OF VISITORS PROCEEDING

Non-Academic Appointments (cont)

Ms. Charley Yancey
Associate Site Director, Fort Belvoir

December 2012

Mr. William Jefferson Burton
Director of Baseball Operations and
Olympic Sports Marketing

April 2013

Dr. Sally L. Caradona
Program Manager, Military Family and
Child Initiatives, Center for Educational
Partnerships

April 2013

Mr. Jeffrey K. Comissiong
Assistant Head Coach/Defensive Line

April 2013

Ms. Bethany T. Cornett
Interim Assistant Director,
Undergraduate Advising, College of Business
& Public Administration

April 2013

Ms. Catherine C. Craft
Associate Director of Outreach
Northern Virginia/DC Area
Office of Alumni Relations

April 2013

Mr. Charles E. Crawford, Jr.
Assistant Director
Residence Education

April 2013

Ms. Jeanette G. Dias
Research Associate
Institutional Research

April 2013

Ms. Elisabeth Vadnais Dickie
Director
Educational Accessibility

April 2013

Mr. Andrew G. Fortman
Interim Coordinator
Student Organizations

April 2013

ITEM**MONTH OF BOARD OF VISITORS PROCEEDING****Non-Academic Appointments (cont)**

Ms. Sophia J. Fowler Financial Officer ODU Business Gateway	April 2013
Ms. Elizabeth J. Gordon Data Coordinator Darden College of Education	April 2013
Mr. Andrew Griffiths Head Field Hockey Coach	April 2013
Mr. Shiwei Jiang Research Analyst Distance Learning	April 2013
Ms. Purshara C. Kiraly CRM Manager and Technical Analyst Enrollment Management	April 2013
Mr. Peter C. Lawrence Major Gift Officer	April 2013
Mr. Michael P. Lawson Residence Hall Director	April 2013
Mr. John C. Lee Assistant Director Peer Educator Program	April 2013
Dr. Christy Low Instructional Designer	April 2013
Ms. Kimberly Mills Aquatics Coordinator	April 2013
Mr. Travis Myernick Assistant Men's Soccer Coach	April 2013
Mr. Richard A. Nagy, Jr. Assistant Defensive Coordinator	April 2013

ITEM

MONTH OF BOARD OF VISITORS PROCEEDING

Non-Academic Appointments (cont)

Ms. Bridget K. Nemeth
Director
Recreation & Wellness
April 2013

Mr. James G. Rhoades, Jr.
Social Sciences Reference Services Librarian
April 2013

Ms. Manisha Sharma
Major Gift Officer
College of Health Sciences
April 2013

Dr. Kathryn Simms
Grant Writer
College of Health Sciences
April 2013

Ms. Amy Tran Swensen
Assistant Field Hockey Coach
April 2013

Dr. JaNaé Monique Taylor
Psychologist
April 2013

Ms. Sher Vogel
Outreach Coordinator
Office of International Programs
April 2013

Mr. Bruce L. White
University Records Manager
Office of Computing and Communication Services
April 2013

Ms. Erica Woods-Warrior
Director
Peer Educator Program
April 2013

Dr. Wenxia (Joy) Wu
Instructional Designer
April 2013

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**MONTH OF BOARD OF
VISITORS PROCEEDING**

Non-Academic Appointments (cont)

Mr. Jeffrey Jones
Head Men's Basketball Coach

June 2013

Dr. Latishua E. Lewis

June 2013

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**MONTH OF BOARD OF
VISITORS PROCEEDING**

MONTH OF BOARD OF

ITEM

MONTH OF BOARD OF VISITORS PROCEEDING

Academic Appointments with Tenure

Dr. Steven M. Becker
School of Community and Environmental Health

September 2012

Dr. Barbara L. Greenberg
School of Community and Environmental Health

September 2012

Dr. Michael Ganyu Kong
Department of

September 2012

ITEM

MONTH OF BOARD OF VISITORS PROCEEDING

Emeritus Appointments for Retiring Faculty con't

Larry Lee
Associate Professor Emeritus of Mathematics and Statistics

April 2013

Kathy L. Pearson
University Professor Emerita and
Associate Professor Emerita of History

April 2013

R. James Swanson
University Professor Emeritus and Professor
Emeritus of Biological Sciences

April 2013

Donald Swift

April 2013

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MONTH OF BOARD OF VISITORS PROCEEDING

Honorary Degree Recipients con't

Dr. Inés Bustillo, director of the Washington D.C. Office of the United Nations Economic Commission for Latin America and the Caribbean
December 2012
Doctor of Humane Letters (*honoris causa*)

Captain Chesley B. “Sully” Sullenberger III, aviation safety expert and accident investigator and author
December 2012
Doctor of Humane Letters (*honoris causa*)

Rear Admiral Barry C. Black (Ret.), 62nd chaplain of the United States Senate
December 2012
Doctor of Humane Letters (*honoris causa*)

Alma J. Powell, Chair, America’s Promise Alliance
April 2013
Doctor of Humane Letters (*honoris causa*)

Information Items Concerning Faculty

Summary of Policies and Procedures on Tenure
April 2013

Tenure Continuum
April 2013

Percentage of Tenured Instructional Faculty Within the Six Academic Colleges for AY 2012-13
April 2013

Ethnicity and Gender of Instructional Faculty Within the Six Academic Colleges for AY 2011-12 and 2012-13
April 2013

ITEM

MONTH OF BOARD OF VISITORS PROCEEDING

Report from the Provost

September 2012

Carol Simpson introduced Dr. John A. Nunnery, Executive Director of the Center for Educational Partnerships, who presented information on activities of the Center. Provost Simpson discussed the future of distance learning, the higher education centers, and continuing education.

Report from the Provost

December 2012

Carol Simpson updated Committee members on the future of Continuing and Professional Education programs and the future of Distance Learning and TELETECHNET.

Report from the Provost

April 2013

Carol Simpson provided updates on discussions regarding a College of Continuing Education and MOOCs (Massive Open Online Courses).

Report from the Provost

June 2013

Carol Simpson will provide an update on the Strategic Plan and planning for the joint School of Public Health with EVMS.

Report from the Vice President for Research

September 2012

Mohammad Karim reported on recent research awards, preparation for the upcoming AAALAC accreditation site visit in October, and patents awarded and filed. With the issuance of three new patents, ODU's portfolio now totals 94 patents.

Report from the Vice President for Research

December 2012

Mohammad Karim reviewed some of the more significant recent research awards including NSF collaborative awards, new patents, the Research Conflict of Interests policy, faculty intramural

