

**APPROVED BY BOARD 9/18/14**

**OLD DOMINION UNIVERSITY**

**BOARD OF VISITORS  
Thursday, June 12, 2014**

**MINUTES**

The



## **2014-2015 TUITION & FEES AND OPERATING BUDGET**

Before presenting the specifics of the 2014-2015 Tuition & Fee proposal, a lengthy discussion ensued about the new developments in the State budget. President Broderick explained that Old Dominion was to have received \$15M in new funds, which would have increased its base adequacy and included funds for new faculty in order to improve the student/faculty ratio, and would have also assisted in raising graduation and retention rates. However, because of recent revenue projections, all new funds for higher education were removed from the budget. The news is sobering, but the administration will try to get this funding restored next year. Elizabeth Kersey noted that the House and Senate are ready to pass the budget today and then the Governor will have seven

administration must walk a fine line between affordability and accessibility for its students and gaining the resources needed to achieve its goals.

Following discussion, a motion was made by Ms. Swystun to approve the 2014-2015 Tuition & fees resolution, which was adopted unanimously by all Board members present and voting. *(Ainslie, Berna, Blagus, Cheng, Glatley, Gilmore, Jacobson, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata)*

**COMPREHENSIVE FEE RESOLUTION 2014-2015**

RESOLVED, that upon the recommendation of the President, the Board of Visitors approves the following comprehensive tuition cost per credit hour for the 2014-2015 academic year and thereafter until otherwise adjusted by the Board of Visitors.

**Comprehensive Fee Per Credit Hour for the 2014-2015 Academic Year**

	In-State From	In-State To	Out-State From	Out-State To
<b>Regular &amp; Summer Sessions</b>				
Undergraduate	\$285	\$299	\$807	\$838
	\$412	\$437	\$1,048	\$1,089
Teaching Assistant		137		



TABLE 2  
UNIVERSITY EXPENDITURE SUMMARY  
(in thousands)

EXPENDITURES	2013-14 Budget Plan	2014-15 Budget Plan
E&G		
Instruction	\$120,353	\$132,680
Research & Sponsored Programs	\$5,060	\$5,059
Public Service	\$265	\$258
Academic Support	\$45,158	\$46,938
Student Services	\$15,231	\$16,593
Institutional Support	\$34,539	\$40,375
Operations & Maintenance of Plant	\$28,852	\$29,749
Scholarships & Fellowships	\$1,800	\$1,800
Subtotal	\$251,259	

## **BOARD POLICIES**

Earl Nance, University Counsel, presented the administration's recommendations on revising nine current Board policies, rescinding seven, and adopting one new policy.





The Board delegates to the president the authority for all other personnel actions (e.g., reappointment, termination, promotion).

NUMBER: 1501

TITLE: Statement on the Admission of Traditional Freshmen

APPROVED: June 16, 1988; Revised December 7, 1995; [Rescinded June 12, 2014](#)

Recent high school graduates who apply for admission to the freshman class must demonstrate that they have a reasonable probability of successfully completing academic work at Old Dominion University. Criteria used to measure probability of success constitute minimum requirements for regular admission to the class. These criteria include the following:

1. Sixteen high school academic units earned in the areas of English, Mathematics, Laboratory Science, Social Studies and Humanities; and
2. "C" average (2.00 on 4.00 scale) overall high school grade point average in the academic units, and at least "C" average in the senior year with no course grade Turse grathe

NUMBER: 1510

TITLE: University Financial Support of Student Organizations

APPROVED: June 19, 1986; Revised December 4, 1997; Revised June 14, 2002;  
[Rescinded June 12, 2014](#)

Mission Statement: Out of class student activities complement the University primary educational mission while adding substantial value and breadth to a student's educational experience. As members of recognized student organizations, students develop leadership skills, experientially learn about organizational dynamics, and contribute to the University and surrounding community through their programs and projects.

Recognized student organizations that have been approved through the University's annual recognition process, pursuant to Policy #4300, are eligible to be considered for university financial support.

Student organizations that receive financial support from the University must stipulate in their constitutions or by-laws that:

1. the primary purpose of the organization is educational; and
2. membership primarily consists of currently enrolled students and is open to any member of the University's student body unless membership restriction is legally permissible and consistent with University policy; and

Funds will not be provided to student organizations for activities or to pay for materials that in any way:

1. promote or oppose a political candidacy; or
2. financially support lobbying activities or religious worship services; or
3. promote violence or illegal activity, or defame individuals or groups.

Regardless of whether they receive university financial support, recognized student organizations are solely responsible for their financial obligations. The university will not be liable for debts or contracts made by them. Any obligation incurred by a student organization with a local merchant or others must be incurred in good faith and with the knowledge that the organization will be able to pay such obligation promptly. Under no circumstances may the organization use the name of the university in securing credit. The organization's sole responsibility for its obligations must be made clear.

**NUMBER:** 1520

**TITLE:** Proscribed Behavior for Students and Student Organizations

**APPROVED:** November 14, 1981; Revised June 18, 1987; Revised September 14, 2001; Revised April 6, 2007; Rescinded June 12, 2014

- A. It is the responsibility of all student organizations to encourage an atmosphere of learning, social responsibility, and respect for human dignity and to provide positive influence and constructive development for members and aspiring members. As such, these organizations are expected to utilize good judgment to determine the abilities of individual students as they relate to organizational activities and requirements. Certain unproductive and hazardous customs sometimes associated with the process of initiation that are incongruous with this responsibility are prohibited. Students or organizations found to have engaged in these behaviors may be disciplined in accordance with the University's disciplinary procedures.

For the purpose of this policy, a student organization<sup>o</sup> whether or not the organization is recognized by the Student Government Association, is defined as an organization classified as departmental interest, general fraternity, general sorority, honorary, political, professional, religious, service, special governing board, special interest, athletic or any other organization with student membership.

Intentional, knowing or reckless acts taken toward any student, occurring either on or off campus, by students, or by a student organization or any of its members, or by any student perceived to be members of the organization, or by former members, which a reasonable person would perceive as humiliating, physically uncomfortable, or which results in bodily injury or public ridicule, are prohibited.

- C. The Vice President for Student Affairs is delegated the authority to discipline students and/or organizations which violate the provisions of paragraph B. The Vice President for Student Affairs may delegate all or part of this authority to such other persons as deemed appropriate.
- D. The discipline applied in violation of paragraph B may include summary dismissal from the University for serious or repeated breaches of the standards set forth in paragraph B above. The Vice President for Student Affairs is delegated the authority to determine appropriate discipline in every case.
- E. Violations of paragraph B causing bodily injury shall be reported to the Commonwealth's Attorney of the appropriate jurisdiction.





VI. Designated Official

The Assistant Vice President of the Office of Computing and Communications Services, reporting to the Vice President of Administration and Finance, is assigned the responsibilities of the Chief Information Officer.

VII. General Responsibilities of the University Advisory Council on Technology (UACT)

The Board of Visitors delegates the following general technology management responsibilities to the institutional oversight committee:

- A. Approve technical and data standards for information technology and related systems;
- B. Approve information technology architecture and related set of system standards;
- C. Approve criteria for the review and approval of the planning, scheduling and tracking of major information technology projects;
- D. Approve strategies, standards, and priorities recommended by the Chief Information Officer for the use of information technology.

VIII. General Responsibilities of the Chief Information Officer

The Board of Visitors delegates the following general technology management responsibilities to the chief information officer:

- A. Direct the formulation and promulgation of policies, guidelines, standards, and specifications for the purchase, development, and maintenance of information technology for Old Dominion University necessary to support a unified to information technology;
- B. Direct the development of policies and procedures that are integrated into the University's strategic planning and performance budgeting processes;
- C. Review requests for information technology and make recommendations. The review shall include all projects for amounts exceeding \$100,000 in which Old Dominion University has entered into 8(;)2v7(Old )JTJE(ng)10( au0 )-202(for241n(g)-9(y)s Ev(

E.

6. The use of university facilities for commercial purposes shall be limited to those purposes which are clearly consistent with the educational mission of the university. No commercial activities shall be permitted except those sponsored by university groups.
7. A use fee shall be charged for the use of a university facility when the use is for a purpose other than a purpose related to the university.
8. Permission to use a university facility must be conditioned upon the user's assuming responsibility for the use of the facility in a manner consistent with applicable laws and regulations and university policies.
9. Keys to university facilities shall be issued only to employees of the university.

**Board of Visitors Policies Recommended for Revisions**

- 1012: Resolution Adopting Executive Order Number Two (94), "Equal Opportunity"
- 1107: Board of Visitors Meeting Scheduling and Procedures
- 1540: Notification of Parents of Tax-Dependent Students in Instances of Psychological Emergency
- 1541: Implementation of Policies Addressing the Needs of Potentially Suicidal Students
- 1602: Disposition of Unclaimed or Abandoned Property
- 1610: Charter of the Internal Audit Department
- 1624: Exercise of Autonomy for Certain Real Property Transactions
- 1801: Development Policy
- 1840: Advisory Councils

NUMBER: 1012

TITLE: Resolution Adopting Executive Order Number ~~OneTwo~~ (2014~~94~~), "Equal Opportunity"

APPROVED: June 20, 1990; Revised April 7, 1994; Revised June 12, 2014

RESOLVED, that upon the recommendation of the president, the Board of Visitors adopts as policy the Governor's Executive Order Number ~~OneTwo~~ (2014~~94~~), "EQUAL OPPORTUNITY" as stated below:

EQUAL OPPORTUNITY

By virtue of the authority vested in me as Governor, I hereby declare that it is the firm and unwavering policy of the Commonwealth of Virginia to assure equal opportunity in all facets of state government. The foundational tenet of this Executive Order is premised upon a steadfast commitment to foster a culture of inclusion, diversity, and mutual respect for all Virginians.

This policy specifically prohibits discrimination on the basis of race, sex, color, national origin, religion, sexual orientation, gender identify, age, ~~or~~ political affiliation, or against otherwise



qualified persons with disabilities. The policy permits appropriate employment preferences for veterans and specifically prohibits discrimination against veterans.

State appointing authorities and other management principals are hereby directed to take affirmative measures, as determined by the Director of the, Department of Human Resource Management Personnel and Training, to emphasize the recruitment of qualified minorities, women, disabled persons, and older Virginians to serve at all levels of state government. This directive does not permit or require the lowering of bona fide job requirements, performance standards, or qualifications to give preference to any state employee or applicant for state employment.

Allegations of violations of this policy shall be brought to the attention of the Office of Equal Employment Services of the Department of Human Resource Management Personnel and Training. No state appointing authority, other management principals, or supervisors shall take retaliatory actions against persons making such allegations.

Any state employee found in violation of this policy shall be subject to appropriate disciplinary action.

The Secretary of Administration is directed to review annually state procurement, employment and other relevant policies for compliance with the non-discrimination mandate contained herein, and shall report to the Gove



- b. Chairs of standing committees shall set their respective committee agendas with the Vice President responsible.
- c. Reports of invited representatives and anticipated issues or resolutions requiring Board decisions under un

~~Faculty Tenure Report~~ \_\_\_\_\_ ~~Provost~~

~~Annual (Normally in June)~~

~~President's Annual Report~~ \_\_\_\_\_ ~~President~~

~~Nominating Committee Report~~ \_\_\_\_\_ ~~Nominating Committee~~

~~University Operating Budget & Plan~~ \_\_\_\_\_ ~~Admin. & Finance VP~~

~~Supplementary agenda items originating after distribution of the pre-meeting agenda shall be provided to the Board members as soon as they are identified and may be considered if confirmed by a majority of Board members.~~ The Rector shall confer with all active committee chairs at least 15 calendar days before an Executive Committee meeting to determine if there are agenda items to be considered at that meeting before canceling such meeting.

5. Public Comment. Public comment shall be taken upon request of interested parties to an agenda issue. The request must be justified in writing via the President to the Rector and submitted at least 15 calendar days before the meeting at which the issue is to be addressed or public comment accepted. The points at which public comment will be accepted shall be specified in the published meeting agenda.
6. Closed Meetings. While convened in closed meetings, board members must be confident that they may engage in full and open discussion of legitimate closed meeting topics without fear or concern that comments or statements made therein will be revealed or disclosed outside the presence of the convened body. All board members and invited guests present during closed meetings should be mindful that the confidentiality of discussions is dependent on informed recognition of the confidential and potentially sensitive nature of such dialogue. Disclosure of information or documents including working papers,<sup>@</sup> revealed or discussed in closed meetings represents a breach of the confidentiality on which board members are legitimately entitled to rely. Additionally, unauthorized disclosures of closed meeting information could have the effect of inhibiting subsequent closed meetings.
7. Voting.
  - a. The authority of the Board rests in its majority, therefore, Board voting on issues or candidates for a position shall require a majority of votes cast, versus a plurality, to pass a motion or elect an officer or representative, except where otherwise specified.
  - b. In cases where there are more than two choices, the following shall apply. If on the first ballot, no choice receives a majority, the one receiving the smallest number of votes shall not be considered on the next ballot, provided that at least two choices remain on the ballot. This shall continue until a choice has received a majority of the required vote. Should two or more choices receive the same number of low votes and the total of these two choices when combined with any one other member's vote not constitute a majority, then the choices receiving the same number of low votes shall be eliminated. Should the total of the same number of low votes received by two or more choices when combined with any one other member's vote constitute a majority, then no member shall be eliminated and the balloting shall continue. Should more

than one ballot be required, the proponent of each choice shall be allowed one minute to address the membership before the next ballot.

- c. The Virginia Freedom of Information Act (Title 2.2, Chapter 37 of the Code of Virginia) precludes voting by secret ballot. However, voting procedures, using paper ballots for considering more than two alternatives, can include written responses provided such written responses are legibly signed by the voting member of the Board and duly recorded in the Board minutes so that they may not be considered secret ballots.
8. Meeting Minutes. Minutes should record action taken, policies adopted, resolutions passed, and discussions by the Board. Minutes shall be taken at all open regular, special, working session, retreat, and committee meetings as prescribed by the Freedom of Information Act (Title 2.2, Chapter 37 of the Code of Virginia). These minutes, including draft minutes, and all other records of open meetings, including audio or audio/visual records are public records and subject to the provisions of the Freedom of Information Act. Audio recordings shall be retained for three years and shall be available to the public. Minutes or audio recordings of closed meetings may be taken at the discretion of the Board by an approved motion to do so. Minutes of closed meetings, including drafts and audio or audio/visual records, are not public records and are protected by the Freedom of Information Act. Additionally, the Board shall make audio recordings of all electronic communication meetings.
9. Draft Minutes. Draft minutes are considered public documents under the Freedom of Information Act. Since they are papers designed to produce a finished document and may be incomplete or incorrect, they shall be clearly marked as drafts, handled with care, and destroyed when the minutes are approved. Draft minutes shall be circulated to all board members within fifteen working days of the meeting. Exceptions to the foregoing rule due to lengthy or complex meetings may be considered on a case-by-case basis by the Rector. If there are substantive errors, the draft minutes may be corrected by members by making a motion to correct the minutes on the agenda for the next regular meeting of the Board. Typographical type errors can be forwarded to the Secretary for correction.

NUMBER: 1540

TITLE: Notification of Parents of Tax-Dependent Students in Instances of Psychological Emergency

APPROVED: June 13, 2008; [Revised June 12, 2014](#)

WHEREAS, Virginia Code ' 23-9.2:8 requires the governing boards of each public











NUMBER: 1610

TITLE: Charter of the Internal Audit Department

APPROVED: November 14, 1981; Revised May 15, 1982; Revised April 5, 1990; Revised September 13, 2002; Revised June 17, 2010; [Revised June 12, 2014](#)

### Introduction

Old Dominion University supports Internal Audit, as defined by the Institute of Internal Auditors, as "an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes."

2.

### Reporting Responsibilities

The Internal Audit Department is functionally accountable and reports to the Board of Visitors through the Audit Committee. The Department reports administratively to the President and works with the President or through a designated representative for the purpose of the day-to-day direction needed by the department in the mediation of audit scope and scheduling, plus budgetary and personnel concerns.

The Internal Audit Director shall have direct access to the President and to the Audit Committee of the Board of Visitors in any yps75ps75ps7ou one-149ps75ps7of Intern

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### *Reporting*

The Internal Audit Department shall be free from control or undue influence in the determination of facts revealed by the examination or in the development of recommendations or opinions as a result of the examination.

### *Investigative*

The Internal Audit Department shall be free from undue influence in the selection of areas, activities, personal relationships, and managerial policies to be examined. No legitimate source of information is to be closed to the auditor.

### General

Objectivity is an essential element of independence. The independence of the department may be compromised if the internal auditor participated directly in the preparation or reconstruction of accounting systems, data, or records; thus members of the Internal Audit Department will be used only in an advisory capacity.

### System Planning and Development

The Internal Audit Department will participate, in an advisory capacity, in the planning, development, implementation, and modification of major computer-based and manual systems to ensure that:

1. Adequate controls are incorporated in the system;
2. A thorough testing of the system is performed at appropriate stages;
3. System documentation is complete and accurate; and
4. The intended purpose and objective of the system implementation or modification has been met.

The internal auditor participating in such a review should ensure that the extent of participation does not affect independence, thus suggested audit trails or other controls will be transmitted through formal correspondence.

### Responsibility for the Detection of Errors or Irregularities

The staff of the Internal Audit Department have a professional responsibility to conduct reviews with an attitude of professional skepticism, recognizing that the application of internal auditing procedures may produce evidential matter indicating the possibility of errors or irregularities.

If the internal audit staff believe that an error or irregularity may exist in an area under review or in any other area of the university, the Internal Audit Director shall be notified at once. The Internal Audit Director should consider the implications of such an error or irregularity and its disposition with the President and/or the President's designated representative. If the Internal Audit Director believes that both of the individuals are directly involved, then the disclosure of

potential errors or irregularities should be made directly to the chairman of the Audit Committee of the Board of Visitors.

The Internal Audit Department cannot be solely responsible for the detection and prevention of all errors and irregularities which may occur within the university. This is a responsibility shared by all members of the university management team.

#### Cooperation With External Auditors

The Internal Audit Director is responsible for coordinating the audit efforts of the Internal Audit Department with those of the Auditor of Public Accounts for the Commonwealth of Virginia and other external auditors that have business with the university. This coordination of audit efforts should be in the planning and definition of the scope of proposed audits so the work of auditing groups is complementary and will provide a comprehensive, cost-effective audit.

The Internal Audit Department shall assist the Audit Committee of the Board of Visitors in the evaluation of the external auditors' examination of the University.

#### Audit Plan

Each year, a proposed detailed audit plan for the next fiscal year will be submitted by the Internal Audit Director to the Audit Committee. Upon approval of the plan by the Audit Committee, the Internal Audit Director will initiate audits pursuant to the plan.

A block of time will be set aside for unexpected audits, special request audits and consulting, and cases received from the Commonwealth's fraud, waste and abuse hotline. In excess of this, any additions to the plan will require written documentation as to the need for such additions with final approval for the request being made by the President and Committee.

A copy of all approved revisions to the audit plan will be submitted to the President and the Audit Committee.

#### Audit Reports

At the conclusion of each audit, the department or activity audited will be provided an opportunity to respond in writing to the findings, conclusions, and recommendations of the Internal Audit Department. In addition, an exit conference will be held with the individual in charge of the department or activity under review. All findings, conclusions and recommendations will be discussed and any differences of opinion settled or so noted. A formal audit report will be prepared after the exit conference is held and draft report reviewed. This report will contain a summary of the function of the department or area, the objective of performing the audit, the audit methods used, detailed explanations of any issues noted and recommendations for improvements thereon. A section of the audit report will include the department's response to the recommendations made by the Internal Audit Department.

This report will be discussed with the chief operational officer (vice president) responsible for the area under review prior to the issuance to the President of the University. All final audit reports will be issued to the President of the University via the Chief Operating Officer, with copies to the ~~Vice President for Administration and Finance, the~~ Vice President of the area

audited and the department head. Executive summaries of all final audit reports will be presented to the members of the Audit Committee. Further distribution will be at the discretion of the Internal Audit Director.

The Internal Audit Department will conduct a follow-up review on audit reports issued to ensure





*Operational Authority*, subdivisions A4 through A7 grants public institutions of higher education the authority to:

- A. Acquire easements as provided in subdivision 4 of ' 2.2-1149;
  - B. Enter into an operating/income lease or capital lease pursuant to the conditions and provisions provided in subdivision 5 of ' 2.2-1149;
  - C. Convey an easement pertaining to any property such institution owns or controls as provided in subsection C of ' 2.2-1150; and
  - D. Sell surplus real property valued at less than \$5 million, which is possessed and controlled by the institution as provided in with subdivision C 2 of ' 2.2-1153.
- In addition, the University, from time to time, is delegated authority by Executive Order to approve certain acquisitions of fee interest in real property required to support certain delegated capital construction projects.

## II. University's Organizational Structure

The structure for administering and performing each delegated function is as follows:

- A. President or designee:
  - 1. With prior approval of the Board of Visitors, execute real property sales purchase contracts, real property sales deeds, and sale of real property transactions.
  - 2. Execute real property p-2(tors,)-9( )arn.736.07 Tm[det6Amc/i)14(ts, )-352(re)-2(a)4(l )-151(

3. Approve real property sales and purchase contracts, real property deeds, and sale and purchase of real property transactions.

C. Director of ~~Facilities~~~~Real Estate and Space~~ Management:

1. Expenses Leases B Approve all non-capital leases, lease justifications and waivers of solicitation and document the reasons, ~~approve space utilization;~~ and ensure compliance with approved guidelines and applicable law.
2. Income Leases B Approve all leases and waivers (and document the reasons a particular waiver is required), and ensure compliance with approved guidelines and applicable law.
3. Income Leases (Communication Towers) - Approve all leases and waivers (and document the reasons a particular waiver is required), and ensure compliance with approved guidelines and applicable law.
4. Capital Leases B Provide all leases and waivers for approval to the Vice President for Administration and Finance of designee, and ensure compliance with approved guidelines and applicable law.
5. Acquisition of Fee Interest - Recommend approval of purchase contracts; approve appraisals, environmental surveys and title reports and title insurance

III. Policies and Procedures

- A. Expense Leases - The guidelines for leasing real property for the University outlined in Chapter 1 of *Restructuring Plan Level I, Real Estate Manual* dated July 19, 2005 are hereby adopted. The Guidelines shall not be altered or amended without approval of the Board of Visitors.



## II. Commemorative Gift Opportunities

### A. Named Facilities

A building, a room, a space, or an area on campus may be named to recognize a substantial gift. This is provided for in the Board of Visitors' policy on the Naming of University Buildings, Building Spaces, or Areas.

### B. Named Programs

A college, school, department, center, or institute may be named by the Board of Visitors to recognize a substantial endowment gift.

### C. Eminent Scholars

The Commonwealth of Virginia established the eminent scholars program in 1964 to encourage endowment gifts to attract and retain outstanding faculty. The program provides state funds to match the income from endowments established for this purpose. Virginia was the first state to establish such a program. Old Dominion University has participated in this program from its inception and encourages such endowment gifts.

### D. Named Chair

A chair may be named in recognition of an endowment gift sufficient to provide for the entire compensation of a distinguished scholar. Ideally, such an endowment would provide for secretarial, travel, and research support in addition to compensation.

### E. Named Professorship

A professorship may be named in recognition of an endowment gift for a salary supplement sufficient to attract and retain a distinguished scholar.

### F. Named Visiting Scholar or Artist

A visiting scholar or artist may be named in recognition of an endowment gift sufficient to provide for the cost of such a program.

### G.

I. Named Scholarship

A scholarship may be named to recognize ~~a current gift or~~ an endowment gift ~~sufficient~~ to provide for ~~at least one half of the cost of~~ tuition and fees assistance for an undergraduate student. An athletic grant-in-aid may be named to recognize an endowment gift ~~sufficient~~ to provide for tuition, fees, room and board, and books assistance for a student-athlete.

J. Other Named Funds

The president of the university may establish other named funds such as library or book funds, loan funds, or prize funds when a gift or gifts are sufficient to meet an objective of the university.

NUMBER: 1840

TITLE: Advisory Councils

APPROVED:



of Purchasing and Supply Management. This is the first in the western hemisphere and second in the world to achieve this level of accreditation.

Old Dominion University's online Bachelor of Science in Criminal Justice and Bachelor of Arts in Criminal Justice programs have been independently reviewed and ranked by GetEducated.Com as a "Best Buy" for students seeking a high quality, low-cost online bachelor degree.

Dr. Thomas Chapman, assistant professor of political science and geography, received the National Council for Geographic Education's 2014 Higher Education Distinguished Teaching Award.

Dr. Alfred A. Roberts, a graduate of the Darden College of Education's Community College Leadership program, has been selected as the next president of Southside Virginia Community College, replacing president John Cavan.

The Frank Batten College of Engineering was the recipient of a \$746 million in-kind grant





present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Gidley, Gilmore, Hillier, Jacobson, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)

**APPOINTMENT OF FACULTY MEMBER WITH TENURE**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the appointment of Dr. Willy R. Wriggers as Professor of Mechanical and Aerospace Engineering with the award of tenure in the Department of Mechanical and Aerospace Engineering in the College of Engineering and Technology, effective July 25, 2014.

Salary: \$125,000 for 10 months  
(additional \$25,000 endowment funding for first year only)  
Rank: Professor of Mechanical and Aerospace Engineering

for the initial appointment with tenure of Dr. Willy R. Wriggers as Professor of Mechanical and Aerospace Engineering in the Batten College of Engineering and Technology. Dr. Wriggers has most recently held the concurrent positions of

During that period of his career, Dr. Wriggers was an Alfred P. Sloan Research Fellow (2003-2007). He moved to the Weill Medical College of Cornell University in 2007 as Associate Professor of Biophysics and Associate Professor of Computational Biomedicine, and at the same time was appointed a member of D.E. Shaw Research, a privately funded institute in New York, NY. He was awarded the position of Adjunct Professor of Advanced Technology at Florida Polytechnic University in 2014, a position he resigned in order to move to Old Dominion University.

An expert in cell and molecular biomechanics and biomedical devices, Dr. Wriggers has taught graduate level courses that include computational structural biology, image analysis, and biomolecular modeling and simulation (the latter two courses both winning awards). He has supervised almost 40 PhD students and postdoctoral fellows, and plans to develop four new courses for Old Dominion University, in modeling and simulation of biomolecular structure and materials; image processing and pattern recognition for engineers; computational biophysics; and, engineering principles of human-computer interaction and scientific visualization.

Dr. Wriggers has given numerous workshops and almost 120 invited talks and tutorials internationally. He has a very high citation index for his 60 published, peer-reviewed articles, which have appeared in the most prominent journals in his field. He has also developed open source software and has published popular science articles. He received a \$3 million

## **AWARD OF TENURE TO A FACULTY MEMBER**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the award of tenure to Dr. Morris W. Foster as Professor of Community and Environmental Health in the College of Health Sciences, effective July 1, 2014.

Salary: \$260,000 for 12 months  
Rank: Vice President for Research and Professor of Community and Environmental Health

the initial appointment with tenure of

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Committee members approved by unanimous vote the resolutions on 27 faculty appointments, 14 administrative appointments, and three emeritus/emerita appointments. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were unanimously approved by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Gidley, Gilmore, Hillier, Jacobson, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Shenita R. Brazelton Instructor of Political Science and Geography (Tenure Track)	\$52,000	7/25/14	10 mos

Ms. Brazelton received a J.D. in 2004 from

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Adrienne Grant Hartgerink Lecturer of Nursing	\$109,552	6/10/14	12 mos

Dr. Hartgerink received a Doctorate of Nursing Practice in 2011 from the University of Minnesota, an M.S. in Nursing in 1997 from Uniformed Services University (USU) and a B.S. in Nursing in 1987 from James Madison University. Since 2011, she has been Assistant Director of the Nurse Anesthesia Program at Old Dominion University. Dr. Hartgerink was an Adjunct Assistant Professor, USU Staff CRNA and Clinical Preceptor at the National Naval Medical Center in 2010-11. From 2006-2010, she was Program Director for the Nurse Anesthesia Program at the Graduate School of Nursing at Uniformed Services University. (Designated as Associate Director for the Nurse Anesthesia Program)

Ms. Rachel K. Johnson Instructor of Communication Disorders and Special Education (Tenure Track)	\$65,000	7/25/14	10 mos
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Ms. Johnson received an M.S. in Communication Science and Disorders in 2006 from East Carolina University, a B.A. in Biology in 1999 from the University of North Carolina at Wilmington and is expected to receive a Ph.D. in Communication Science and Disorders in 2014 from Florida State University. Since 2011, she has been an Adjunct Clinical Supervisor in the Speech and Hearing Clinic and Research Assistant in the Department of Communication Science and Disorders at Florida State University. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by August 1, 2014)

Ms. Jessica R. Mayo Lecturer of Nursing	\$63,000	7/25/14	10 mos
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Ms. Mayo received an M.S. in Nursing in 2009 from Old Dominion University and a B.S. in Nursing in 1998 from George Mason University. Since 2012, she has been a Lecturer and Adjunct Faculty member in the School of Nursing at Old Dominion University and an Adjunct Faculty at Norfolk State University.

Dr. Anne M. P. Michalek Assistant Professor of Communication Disorders and Special Education (Tenure Track)	\$65,000	7/25/14	10 mos
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Dr. Michalek received a Ph.D. in Special Education, an M.S. in Speech-Language Pathology and a B.S. in Speech-Language Pathology/Audiology, in 2012, 1999, and 1997 respectively, from Old Dominion University. Since 2012, she has been a Lecturer, Clinical Coordinator and Adjunct Assistant Professor in the Department of Communication Disorders and Special Education at Old Dominion University.



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Paul S. Moses Assistant Professor of Engineering Technology (Tenure Track)	\$70,000	7/25/14	10 mos

Dr. Moses received a Ph.D. in Electrical Power Engineering and a Bachelor of Engineering in Electrical Engineering and a B.S. in Physics, in 2012 and 2006 respectively, from Curtin University of Technology, Western Australia. Since 2012, he has been Electrical Power Systems Engineer for the Defence Science and Technology Organisation (DSTO), Department of Defence, Australian Government.

Dr. Man Wo Ng Assistant Professor of Information Technology and Decision Sciences (Tenure Track)	\$115,000	7/25/14	10 mos
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Dr. Ng received a Ph.D. in Civil Engineering/Transportation and an M.S. in Statistics in 2010 from the University of Texas at Austin and an M.S. in Applied Mathematics and a B.S. in Mechanical Engineering, in 2005 and 2002 respectively, from Delft University of Technology. Since 2011, he has been an Assistant Professor in the Department of Modeling, Simulation and Visualization Engineering at Old Dominion University.

Dr. Rajesh Paleti Assistant Professor of Civil and Environmental Engineering (Tenure Track)	\$79,000	7/25/14	10 mos
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Dr. Paleti received a Ph.D. and an M.S. in Civil Engineering, in 2012 and 2009 respectively, from the University of Texas at Austin and a Bachelor of Technology in Civil Engineering in 2008 from Indian Institute of Technology (IIT), India. From 2008-2012, he was a Graduate Research Assistant at the University of Texas.

Ms. Eun Hee Park Instructor of Information Technology and Decision Sciences (Tenure Track)	\$110,000	7/25/14	10 mos
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Ms. Park received an M.S. in Computer Information Systems in 2006 from Georgia State University, an M.B.A. and a B.A. in Social Welfare, in 2003 and 1993 respectively, from Kyungpook National University and is expected to receive a Ph.D. in Computer Information Systems from Georgia State University in 2014. Since 2008, she has Mt1324.05 325()]]TJEs









<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. John Douglas Streit Director IT Security, Records, and Project Management and Assistant Instructor	\$119,859	5/25/14	12 mos

Mr. Streit received a B.Sc. in General Engineering/Oceanography in 1983 from the United States Naval Academy. Since 2011, he has been the University's Information Security Officer and has been in the Office of Information Technology Services at Old Dominion University serving in various positions since 1997.

Ms. Ana Trepeta Instructional Designer and Instructor	\$65,000	5/25/14	12 mos
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Ms. Trepeta received an M.S.Ed. in Instructional Design and Technology in 2012 from Old Dominion University and a B.A. in English in 1993 from The College of William and Mary. Since 2013, she has been a part-time Instructional Designer in the Center for Learning and Teaching at Old Dominion University.

Mr. Michael W. Ucci Residence Hall Director and Instructor	\$32,000	6/25/14	12 mos
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Mr. Ucci received a Master of Education in Professional Counseling in 2014 from the University of West Georgia and a Bachelor of Arts in Corporate Communication in 2011 from The Pennsylvania State University. Since 2013, he has been a Resident Director at the University of West Georgia.

Ms. Lynn M. Waltz Interim Director, Peninsula Higher Education Center, and Assistant Professor	\$70,000	5/25/14	12 mos
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Ms. Waltz received an M.F.A. in Creative Writing in 2011 from Old Dominion University and a B.A. in English in 1978 from Bethany College. Previously, she was a Visiting Assistant Professor of Communication and Theatre Arts and Assistant Director and Student Success and Outreach Specialist at the Tri-Cities Higher Education Center at Old Dominion University.

Mr. J. Dan Zimmerman Residence Hall Director and Instructor	\$32,000	6/25/14	12 mos
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Mr. Zimmerman received an M.A. in Education for Higher Education in 2011 from Virginia Polytechnic Institute and State University and a B.S. in Computer Science in 2009 from Christopher Newport University. Since 2011, he has been Resident Director in Southern Pines, Eagle Village at GeoETBT1 0 0 Mse at GeoETBT6h







Committee members received information on one request for leave of absence without compensation and the annual report on committee actions.

In the report from the Office of Research, Interim Vice President Rodger Harvey highlighted recent notable research activities.

### **ADMINISTRATION AND FINANCE COMMITTEE**

The Rector called on Mr. Ainslie for the report of the Administration and Finance Committee. Mr. Ainslie reported that Vice President Fenning and Executive Director for Construction and Procurement Services Rick Berry briefed the Committee on the University's Small, Women, and Minority Owned Business purchases for FY14 in response to the Board-adopted FY14 SWaM Plan. The University is required to develop and implement annually a plan for promoting discretionary spending for goods and services with small, women-owned and minority firms. Mr. Berry reviewed the University's SWaM spending versus the annual SWaM goals for the past several years, noting that the University's "spend" has achieved or exceeded the annual SWaM goals. Vice President Fenning proposed annual goals for the University's FY15 SWaM Plan of 8% for minority-owned firms, 6.5% for women-owned firms, and 33% for small firms, an overall 47.5% goal.

The following resolution was brought forth as a recommendation of the Administration and Finance Committee and was unanimously approved by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Gidley, Gilmore, Hillier, Jacobson, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)





All departments shall utilize a Department of Minority Business Enterprise (DMBE) certified small business up to their delegated limit where available and when prices are fair and reasonable.

>\$5,000-\$50,000 All procurement transactions that exceed \$5,000 shall be submitted to Procurement Services via eVA (eVA users) or paper requisitions (non-eVA users) for appropriate processing, unless otherwise allowed by University policies and procedures.

Procurement Services' Procurement Officers are authorized to use independent judgment, analysis and eVA procurement tools available, and may award to a DMBE certified small



expand efforts with major University contractors to capture Tier III SWaM expenditures.

communicate and identify supplier diversity opportunities, mentor new vendors, make referrals, capture, and monitor utilization results.

compare the University's self-certified vendor database with the Commonwealth of Virginia Department of Minority Business Enterprise (DMBE) database and identify self-certified vendors who are not DMBE certified. Send information to these vendors encouraging them to complete the DMBE certification process in an effort to more accurately report the University's spend to DMBE SWaM certified vendors.

distribute information regarding SWaM certification to the University's term contractors who identified their business as small, woman-owned or minority-owned but are not currently certified through DMBE.

contact local Chamber of Commerce offices and obtain new business registration information. Provide DMBE certification and eVA registration information to these new businesses.

#### V. Internal Monitoring Mechanisms

The University utilizes the Commonwealth of Virginia e-Procurement system, *eVA*, as its primary procurement tool, supplemented by the Purchasing Charge Card. *eVA*, therefore, is the University's primary mechanism to:







contract and/or purchase order, the successful Bidder/Offeror shall provide support documentation to the University validating the efforts of the Bidder/Offeror to get the proposed subcontractors certified. Should the Bidder/Offeror fail to get certified through DMBE those proposed subcontractors that qualify, Bidder/Offeror may be deemed in “breach”, and the contract and/or purchase order may be cancelled.

9. Regardless of whether or not the Bidder/Offeror is able to qualify for DMBE certification, selected Bidder/Offeror shall also agree to provide reports to the University’s Department of Procurement Services, identifying the subcontractors



- E. Woman Owned Business Enterprise: a business concern which is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership or limited liability company or other entity, at least 51 percent of the equity ownership interest in which is owned by one or more women, and whose management and daily business operations are controlled by one or more of such individuals.

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The Committee received a report from Dale Feltes, Director of Design and Construction, on the status of Capital Outlay Projects and an Educational Foundation investment report from Rick Massey, Associate Vice President for Foundations.

**ELECTION OF NOMINATING COMMITTEE**

The Rector stated that the President suggested that he, Mr. Bernd and Mr. Jacobson (who, as former rectors, are ineligible for office) serve as the Nominating Committee. Dr. Maniscalco-Theberge made a motion that Mr. Whyte, Mr. Bernd and Mr. Jacobson serve as the Nominating Committee. The motion was seconded by Mr. Ainslie and was unanimously approved by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Gidley, Gilmore, Hillier, Jacobson, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)

**OLD/UNFINISHED BUSINESS**

There was no old or unfinished business to come before the Board.

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and theatre arts, and in such an atmosphere, inspiration, creativity, and collaboration will thrive;  
and

WHEREAS, the new art studio building will house modern, state-of-the-art offices, classrooms and studio spaces for ceramics, sculpture, welding and forging, metalworking, screen printing, and lithography; and

WHEREAS, James A. Hixon is a former member and rector of the Old Dominion University Board of Visitors, honorary Old Dominion University alumnus, and Old Dominion University parent; and

WHEREAS, the Strome Family Foundation is run by Mark and Tammy Strome who have been and continue to be generous supporters and leaders in numerous local, and national philanthropic causes, boards, colleges and universities; and

WHEREAS, the Strome's philanthropy includes lead support for the College of Business and Entrepreneurial Program and numerous other contributions to the University and overwhelming support to countless community organizations; and

THEREFORE, BE IT RESOLVED, that the Board of Visitors of Old Dominion University approve the naming of the College of Business and Public Administration as the Strome College of Business and to name the Entrepreneurial Center as the Strome Entrepreneurial Center, and