

OLD DOMINION UNIVERSITY

BOARD OF VISITORS
Thursday, September 18, 2014

M I N U T E S

The Board of Visitors of Old Dominion University met in regular session on Thursday, September 18, 2014, at 8:30 a.m. in the Board Room of Webb University Center on the Norfolk campus. Present from the Board were:

Fred J. Whyte, Rector
Carlton F. Bennett
David L. Bernd
J. William Cofer
Alton J. Harris
Andrea M. Kilmer
Mary ManiscalcoTheberge
Ross A. Mugler
Ronald C. Ripley
William D. Sessoms, Jr.
Lisa B. Smith
Judith O. Swystun
Robert M. Tata
Rodin Ndandula (Student Representative)

Absent were:

John F. Biagas
Richard T. Cheng
Barry M. Kornblau
Frank Reidy

Also present were:

| | |
|------------------------------|---------------------|
| John R. Broderick, President | Todd Johnson |
| Bruce Aird | Elizabeth Kersey |
| Alonzo Brandon | Rick LeMoal |
| Veronica Burke | Rick Massey |
| Jonathan Cawley | Donna W. Meeks |
| Jane Dané | Earl Nance |
| Traci Daniel | Ellen Neufeldt |
| Karen Eck | September Sanderlin |
| Morris Foster | Wood Selig |
| Giovanna Genard | Carol Simpson |
| Dillard George | Deb Swiecinski |
| Velvet Grant | Rusty Waterfield |
| David Harnage | Johnny Young |
| Scott Harrison | |

up to a top priority, and Vice President Sanderlin and her staff are involved to ensure that the whole of the campus community, including the faculty and staff, are a focus in this effort. They

RESOLUTION APPROVING 2014-2015 AMENDED
OPERATING BUDGET AND PLAN

RESOLVED, that upon the recommendation of the President, the Board of Visitors approves the amended expenditure plan as displayed below as the University's 2014-2015 Operating Budget and Plan. This amended plan is subject to additional revisions pending final decisions on the University's State Mandated Reduction Plan.

| EXPENDITURES | 2014-15 Approved | 2014-2015 Amended |
|--|---------------------|----------------------|
| | Budget Plan | Budget Plan |
| E&G | | |
| Instruction | \$132,680 | \$125,508 |
| Research & Sponsored Programs | \$5,059 | \$5,059 |
| Public Service | \$258 | \$258 |
| Academic Support | \$46,938 | \$45,921 |
| Student Services | \$16,593 | \$15,783 |
| Institutional Support | \$40,375 | \$39,053 |
| Operations & Maintenance of Plant | \$29,749 | \$29,592 |
| Scholarships & Fellowships | \$1,800 | \$1,800 |
| Subtotal | \$273,452 | \$262,974 |
| Allocation to E&G Reserve | \$2,500 | \$1,800 |
| Total E&G | \$275,952 | \$264,774 |
| Auxiliary Services | \$102,250 | \$102,250 |
| Grants & Contracts | \$10,137 | \$10,137 |
| Gifts & Discretionary | \$11,105 | \$11,105 |
| Scholarships & Fellowships | \$50,253 | \$50,253 |
| Student Loan Funds | \$130,000 | \$130,000 |
| | | |
| Total University Expenditures | \$579,697 | \$568,519 |
| | | |
| Summary of University Revenues & Expenditures | | |
| Revenues | \$585,284 | \$574,106 |
| Expenditures | \$579,697 | \$568,519 |
| Net | \$5,587 | \$5,587 |
| Commitment to Auxiliary Capital Reserve | \$5,587 | \$5,587 |
| Contributions to/(Use of) Fund Balance | \$0 | \$0 |

REVISIONS TO BOARD OF VISITORS BYLAWS AND PROPOSAL TO RESCIND BOARD POLICY 1013

University Counsel Earl Nance presented the proposed Bylaws revisions for approval. He noted that the required 45 day notice period was given and the revisions proposed provide consistency with how the institution and Board has evolved. He pointed out that the proposed amendment to Section 6.01 (b) that was to have eliminated the requirement to report budget changes of \$250,000 or more to the Board is being removed from consideration after discussion with one of the Board members, and the administration will continue to report budget variances of \$250,000 or more in the Dashboards that are distributed in advance of every meeting. Mr. Mugler stated that he appreciated the change, which he had suggested, and provided some background on why the Board added that provision to the Bylaws. He noted that a previous board had included in the Bylaws the requirement of board approval of budget changes of \$100,000 or more. It was subsequently revised to require only that budget changes of the \$250,000 or more be reported to the Board, so that the Board maintained its fiduciary oversight without tying the administration's hands.

Upon a motion made by Dr. Maniscalco and seconded by Mr. Harris, the following resolution to approve amendments to the Board's Bylaws approved by all members present and voting. (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, Maniscalco, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

PROPOSED AMENDMENTS TO THE BOARD OF VISITORS' BYLAWS

RESOLVED, that the Board of Visitors approves the following amendments to the Board of Visitors' Bylaws.

BYLAWS
OF THE OLD DOMINION UNIVERSITY
BOARD OF VISITORS

PREFACE

The Board of Visitors adopts the Bylaws that follow for the orderly and efficient conduct of its meetings and the business of Old Dominion University. This preface is to provide a brief overview of the source of the Board's authority as a public institution of higher education, and a component of the executive branch of the government of Virginia.

The Virginia statutes specific, or organic to the University, Va. Code '492B-1 through 2349.22, might be thought of as the University's charter. These statutes constitute the Board of Visitors as a public corporation named Old Dominion University, and set the corporation's basic purpose and authority. Other statutes apply to all of the Commonwealth's institutions of higher education to impose other duties and confer additional powers. The University is also subject, along with all agencies of the executive branch of the state government, to such statutes as, for example, the Virginia Freedom of Information Act which governs, inter alia

of the Appropriations Act adopted biannually in the even numbered years by the Virginia legislature, the General Assembly, and amended in the odd numbered years. Finally, it is to be noted that the Commonwealth's agencies and institutions are not as a rule subject to the general statutes of Virginia, as well as the ordinances enacted by the local governments, unless the General Assembly expressly provides otherwise.

Members of the Board, the University's staff, and the public should be aware at all times that the authority conferred on the Board of Visitors by the General Assembly resides solely in the Board. That is, no visitor or other individual, regardless of title or position, shall speak for, or exercise the Board's authority except to the extent that the Board may so provide by delegation contained in these Bylaws, or by other action of the Board.

The Commonwealth demands institutional direction by a Board composed of active, informed, and engaged visitors. As a measure of this need, the General Assembly provided that if any member of the Board should fail to perform the duties of a visitor for a year, without sufficient cause, the Board shall certify the same to the Governor; and the office of that member shall then be vacant.

ARTICLE I Power, Authority, and Duties

1.01. Role and Responsibilities The Board of Visitors is the body responsible for the University. The Board's trust includes the following responsibilities.

(a) Presidential Selection and Oversight The Board's most important
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President and his/her administration that are accountable for directing a process that seeks input from the Board.

(e) Academic Integrity The Board is responsible for advancing and protecting the academic quality of the education offered by the University including, but not limited to considering, strategic planning, admission standards, graduation requirements, grading policies, use of technology in the classroom, and faculty structure, development, productivity, priorities, and incentives for outstanding teaching.

(f) Research Integrity The Board is responsible for promoting and preserving excellence in basic and applied research.

(g) Student Quality of Life. The Board is responsible for assuring the high quality of student life necessary to ensure that higher education achievement can take place in an environment conducive to a high level of learning.

(h) Affiliated Foundations The Board is responsible for assuring that priorities for fund raising, research, athletics, real estate acquisition and disposal, and other affiliated foundation activities are consistent with the University's mission, priorities, and goals. While the Board recognizes the independent governance of these private activities, the Board is responsible for private resources contributed to the University for public purpose. Guidelines for the exercise of this responsibility are contained in the Board Policies and Procedures (see Article VIII of these Bylaws) and affiliation agreements.

(i) Audit Planning and Review The Board is responsible for the selection of accountability measures, review of results, and determination of how effectively its policies have been implemented through the audit process; i.e., whether the University's allocation of resources is consistent with the Board's priorities and with the University's financial position.

(j) Fiscal Efficiency In its review and approval of the University's annual operating budget and the setting of tuition and fees, the Board is ultimately responsible for assuring fiscal efficiency; i.e., the cost-effective operation of the University.

(k) University Institutional Advancement The Board is responsible for promoting the academic purpose, strategic initiatives, service, and solvency of the University among its many constituents by communicating the institution's accomplishments, sharing its vision for the future, relating the community to the campus and the university to the community, maintaining constituent trust, and engaging the larger local, national and international community in partnerships to achieve University goals and objectives.

ARTICLE II

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time specified in such notice and, unless otherwise specified therein, the acceptance of said resignation shall not be necessary to make it effective.

' 2.02. (Reserved)

' 2.03. Visitors Emeriti. In recognition of the invaluable service rendered to the University during their appointments to the Board of Visitors and the informed counsel they are

Vacancies, other than Board officers who must be elected, may be filled at any time by appointment of the Rector and confirmation by the Board. In the event a standing committee chair is also an elected officer, the vice chair of that particular standing committee shall be a member of the executive committee to maintain the executive committee membership at eight members. A quorum of the Executive Committee shall consist of three Executive Committee members. In the absence of standing committee chairs, standing committee vice chairs may serve on the Executive Committee and count towards a quorum as directed by the Rector.

(b) Duties and Authority The Executive Committee shall meet upon the call of the Rector or the President. The Executive Committee shall have the power of the Board to take such actions as are necessary to direct the affairs of the University between meetings of the Board. The full Board must be notified of all actions taken by the Executive Committee and all actions must be ratified by the Board at its next regular or a special meeting called for that purpose in emergency situations. The committee shall coordinate the policy development and the goals/objectives of all Board committees and shall recommend the means whereby the Board will assess its effectiveness in accordance with 3.03 of these Bylaws. A complete record of all actions of the Executive Committee shall be maintained by the Secretary and shall be provided to each member of the Board within 15 working days after the Executive Committee meeting at which such actions were taken. All members of the Board shall be invited to attend Executive Committee meetings and all Board members in attendance at an Executive Committee shall be entitled to vote. Meeting notices shall be provided as set forth in ' 3.04 of these Bylaws.

' 4.02. Standing Committees In addition to the Executive Committee, the standing committees of the Board shall consist of the Academic and Research Advancement Committee, ~~University Institutional Advancement Committee, Administration and Finance Committee, the Student Enhancement and Engagement Advancement Committee, and the Audit Committee.~~ The chairs and members of the five standing committees shall be appointed by the Rector, after consultation with the parties involved, ~~and approved by the Board at the meeting at which the appointments are proposed by the Rector,~~ for terms of two years, and shall serve until their successors have been duly appointed. All members subsequently may be reappointed from year to year. Board members shall typically serve on two standing committees ~~except that those who are appointed to serve on the Audit Committee may serve on three standing committees.~~ The chairs of standing committees shall serve until their successors have been duly appointed. Officer vacancies shall be filled in accordance with 5.04 of these Bylaws and Standing Committee chair vacancies (versus temporary absences) may be filled at any time by appointment of the Rector and confirmation by the Board. A quorum of each of the standing committees shall consist of three voting Visitors who are committee members. The Rector and Vice Rector are deemed committee members for all purposes, including a quorum. The agenda for each regular Board meeting shall include reports by committees to the Board. Unless otherwise specifically provided by the Board, decisions/recommendations of standing committees (except decisions by the Academic and Research Advancement Committee on review of negative tenure decisions and the approval of the annual internal compliance and operations audit plan by the Audit Committee) are advisory and must be ratified and approved by the Board of Visitors.

(a)

reporting issues; (2) reviewing annually the audited financial statements with internal auditors, determining that the administration has been open and has acted in good faith in connection with the audit; and (3) oversight of the internal audit function, including receiving reports and approval of the annual audit plan. Members of the Audit Committee should have some basic knowledge of generally accepted accounting procedures and financial reporting and controls. Members of the Audit Committee may serve on the Administration and Finance Committee however, a majority of the Audit Committee may not serve on the Administration and Finance Committee. The Committee may also receive reports from the University Auditor on matters of economy, efficiency and effectiveness of operations and internal controls.

(f) Additional Responsibilities Each standing committee shall periodically review Board Policies and Procedures in its areas of responsibility and recommend revisions as necessary. The standing committees shall have such other duties and responsibilities as are assigned to them by the Board or by the Rector, subject to the Board's approval. ~~in accordance with the preceding and after consulting with their respective committees and appropriate University officials, committee chairs shall present goals/objectives for the coming year at the Executive Committee meeting set by the Rector. Goals/objectives shall be initiatives consistent with the mission of each standing committee as set forth in subparagraphs (a) through (d) in this Bylaws section, and previously initiated goals and objectives of the University and the Board= Standing Committees.~~

' 4.03. Nominating Committee The Nominating Committee is responsible for

(d) Unexpected Vacancy in the President Position In case of an unplanned vacancy in the position of the President, the Board shall expeditiously designate an Acting President to serve until a President shall be appointed by the Board and installed in the office. The Board shall hold an emergency meeting and proceed with the preceding provisions of this

' 4.10. Removal

equals with no authority over other Board members except as stated in ~~Rules~~ of Order Newly Revised. The Rect 12 458tn

' 5.08. Other Representatives of the Board From time to time, the Rector may designate a member of the Board, who is not an officer, to represent the Board on special occasions or for special ceremonies. Any member so designated shall be limited in his/her actions on behalf of the Board by the express role delegated by the Board for each occasion. The Rector only shall delegate his/her role as Board spokesperson for policy and other Board matters to other Board officers.

ARTICLE VI
University Administrative Officers

' 6.01. The President The President of the University is appointed by the Board of Visitors and serves at the pleasure of the Board and may be removed only by an affirmative vote of at least nine voting Board members. The President is the chief executive and academic officer of the University and has direct charge of and is responsible to the Board for the operation of the University. The President shall submit to the Board, in writing, an annual report on the condition of the University.

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institute and specialized courses based on the type of courses and the cost of instruction;

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- (2) To approve promotions in rank of faculty and to designate faculty to the honors of eminent professor or university professor;
- (3) To take final actions on behalf of the University in all other personnel matters concerning the University employees, except that the President shall not have the authority to make final decisions on faculty requests for Board review of negative tenure decisions or to make final decisions on severe faculty sanctions as set forth in the Board Policies and Procedures;
- (4) To recommend to the Board for approval the awarding of degrees and certificates to candidates who have completed all degree requirements and are recommended by the faculty of the appropriate college, school, or division, and the authority to confer such degrees and certificates.
- (5) To approve the use of University facilities;
- (6) To approve the use of the University's name and visual identification;
- (7) To execute contracts, leases and other legal instruments;
- (8) To execute documents necessary to purchase, sell or otherwise convey interests in real property, subsequent to Board approval;
- (9) To accept gifts;
- (10) To write off uncollectible debts and to settle claims;
- (11) To make final decisions on student disciplinary matters;
- (12) To recommend to the Board for approval the comprehensive fee and to set other fees for certain vocational, credit, institute and specialized courses based on the type of courses and the cost of instruction; and
- (13) To exercise such other authority as is provided by the Policies and Procedures of the Board or by the statutes and regulations of the Commonwealth of Virginia.

(d) The President may designate another University officer or employee to exercise, in whole or in part, the authority provided to the President herein, provided that the President shall be responsible to the Board for the actions of his/her designee.

(e) The authority of the President, as provided herein, shall be exercised in accordance with all applicable federal and state laws and regulations and in accordance with the bylaws, policies, procedures, and specific instructions of the Board.

(f) Evaluation of the President The Board is responsible for oversight of the President's performance' (1.01(a) of these Bylaws). ~~At the annual meeting of the Board, the President, in open or closed session, as appropriate, at the annual meeting of the Board, submit his/her annual report on objectives, specific and general, developed by the President and the Rector and agreed to by the Board for the past year. The Board shall subsequently evaluate the President's performance for the past year. Objectives for each ensuing year shall also be presented at the annual meeting of the Board for approval. At least every three years or at any time deemed desirable by the Board, the President shall be evaluated more formally.~~

' 6.02. Vice Presidents and Deans

(a) Appointment Vice Presidents and Deans of the University shall be appointed by the Board of Visitors on the recommendation of the President in all cases and additionally by the Provost and Vice President for Academic Affairs for Deans and shall serve at the pleasure of the President.

(b) Powers and Duties Vice Presidents shall ~~report directly and be responsible to the President and report to the President or the President's designee.~~ The Vice Presidents shall be responsible for the coordination, supervision and direction of those activities assigned by the President or the President's designee. Deans, as chief administrative officers of their respective colleges, are responsible to the Provost and Vice President for Academic Affairs for the operation and development of their college.

' 6.03. Other University Officers The University shall have such administrative officers as are appointed by the President ~~with the approval of the Board.~~ Such other administrative officers shall have duties and responsibilities ~~as~~ assigned to them by the President, and shall serve at the pleasure of the President.

ARTICLE VII

Staff Personnel Supporting the Board

' 7.01. University Auditor The University Auditor is appointed by the Board of Visitors and is the internal auditor for the University. The University Auditor is functionally accountable and reports to the Board, but is a University employee reporting administratively to the President. The incumbent serves as an independent appraiser within the University for the review of University operations as a service to the Board and the President. The University Auditor shall report to the Board through the Audit and Administration and Finance Committees, as directed by the Board, and shall perform such specific duties and responsibilities incident to the office as are assigned by the Board or the President. The Board shall

Committee. The budget for, and

- C. This policy does not apply to conceal carry permit holders unless the permit holder is also a student, employee, volunteer or invitee.

fighting chain; any disc, of whatever configuration having at least two points or pointed blades, which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, mace and any electrical conduction weapon including tasers.

Policy:

1. Firearms, weapons and related devices may not be carried, maintained or kept anywhere on campus, including in automobiles parked on campus, as limited by the "Application" provisions of this policy, except as permitted and described in paragraph 4..
- 2.a. During bow and crossbow hunting seasons, bows and crossbows with arrows and bolts may be stored with the ODU Police Department by students residing on campus, and may be so stored at other times for use in organized competitions. The Department shall accept and store bows and crossbows in accordance with Department procedures. These procedures shall make provision for bow and crossbow storage at all times, and for reasonable access to withdraw them; and,
- b. Any student residing on campus having lawful possession of a firearm may store the firearm and ammunition at the ODU Police Department during any hunting season, and at other times for use in organized competitions and at target ranges licensed to do such business. The Department shall accept and store firearms in accordance with Department procedures; provided that such procedures shall make provision for firearms storage at all times, and for reasonable access to withdraw them.
3. For the purpose of the foregoing subparagraphs, bows, crossbows, and firearms shall be brought from their off-campus location directly to the place of storage designated by the Department.
4. Exceptions to this policy may, for good cause shown, be made at the discretion of the President and University police chief. Any such apriough2 tnarrdentdedei1oug1 waiheor the p(

6. Violations of the foregoing policy shall be reported to the appropriate authority within the University for such disciplinary action as may be appropriate under the circumstances, including suspension, dismissal, termination and ~~expulsion~~. Failure to report a violation of this policy may itself result in disciplinary action.

CLOSED SESSION

The Rector recognized Ms. Kilmer, who made the following motion, "Mr. Rector, I move that this meeting be convened in closed session, as permitted by Virginia Code Section ~~87.1-12~~ (19), for the purpose of discussion of plans related to the security of a governmental facility, building or structure and the safety of persons using such facility, building or structure. The motion was duly seconded and unanimously approved by all members present and voting. (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, ~~Maniscalco~~ ~~Theberge~~, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

RECONVENE IN OPEN SESSION AND FOIA CERTIFICATION

At the conclusion of the closed session, the meeting was reconvened in open session, at which time the Rector called for the Freedom of Information Act certification of compliance that (1) only public business matters lawfully exempted from the open meeting requirements under the Freedom of Information Act were discussed and (2) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered. The certification of compliance vote was twelve in favor and none opposed. (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, ~~Maniscalco~~ ~~Theberge~~, Mugler, Ripley, Sessoms, ~~Smth~~, Swystun, Tata)

The meeting was recessed by the Rector at 10:25 a.m.

RECONVENE MEETING AND APPROVAL OF MINUTES

The Rector reconvened the meeting at 1:05 p.m. and called for approval of the minutes of the annual meeting held on June 12, 2014. Upon a motion made by Dr. ~~Maniscalco~~ ~~Theberge~~ and seconded by Mr. Reidy, the minutes were approved unanimously by all ~~represent~~ present and voting. (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, ~~Maniscalco~~ ~~Theberge~~, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

RECTOR'S REPORT

Rector Whyte asked University Counsel Earl Nance to brief the Board on board member responsibilities under the Virginia statutes. Mr. Nance reviewed the powers of the Board, its

fiduciary duties, and issues and responsibilities required under the Freedom of Information and Conflict of Interests Acts.

REPORT OF THE NOMINATING COMMITTEE

On behalf of the Nominating Committee, Mr. Whyte presented the following slate of officer, all of whom have been contacted and are willing to serve:

Rector – Ronald C. Ripley
Vice Rector – John Biagas
Secretary – Mary E. ManiscalcoTheberge

No additional nominations were made from the floor, whereupon, a motion was made by Ms. Kilmer to approve the slate as presented. The motion was seconded by Ms. Swystun and approved unanimously by all members present and voting (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, ManiscalcoTheberge, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

PRESIDENT'S REPORT

President Broderick shared a handout listing events associated with the opening of the Strome Entrepreneurship Center. The handout is attached to the minutes of the meeting held on 10/10/11.

REPORTS OF STANDING COMMITTEES

AUDIT COMMITTEE

The Rector called on Mr. Reidy for the report of the Audit Committee. Mr. Reidy reported that Chief Operating Officer David Harnage shared with the Committee the final report of the external Quality Assessment Review (QAR) of the Internal Audit Committee. The review, which took place this summer, was conducted by audit directors from other state agencies appointed by the Inspector General, and led to two minor recommendations and an overall finding that ODU's internal audit functions complies with the assessment criteria. The Committee congratulated the audit team for its dedication and its many contributions to the university.

Amanda Skaggs, interim university auditor, updated the Committee on the Office of the State Inspector General, noting that June Jennings was appointed inspector general by Governor McAuliffe in June after having served as acting inspector general since Michael Morehart's department this past spring. She also discussed internal audits in progress.

Mr. Harnage reported on the status of the audit director recruitment.

The Committee received, in closed session, information related to recent audits and reviews performed on the Continuity of Operations Plan, the University Budget Office, and the Environmental Health and Safety Office.

ACADEMIC AND RESEARCH ADVANCEMENT COMMITTEE

The Rector called on Ms. Kilmer for the report of the Academic and Research Advancement Committee. Ms. Kilmer reported that the Committee met in closed session to discuss the appointment faculty representatives to the Board's standing committees. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was unanimously approved by all members present and voting (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, Maniscalco-Theberge, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

APPROVAL OF FACULTY REPRESENTATIVES TO BOARD OF VISITORS' COMMITTEES

RESOLVED, that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following faculty representatives to Board of Visitors committees for the 2014-15 academic year, effective September 18, 2014: Academic and Research Advancement, Andres Soza; Administration and Finance, John Lombard; Institutional Advancement, Sebastian Kuhn; and Student Advancement, Linda Miller Dunleavy.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Dr. Christina Schoux Casey Visiting Assistant Professor of English | \$55,000 | 7/25/14 | 10 mos |

Dr. Casey received a Ph.D. in Linguistics in 2013 from the University of Pittsburgh, an M.A. in English/TESOL in 2004 from George Mason University and a B.A. in Classics in 2001 from St. John's College. Since 2013, she has been a Visiting Assistant Professor in the Department of Linguistics and Technical Communication at the University of North Texas.

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|---|----------|---------|--------|
| Ms. Denise M. Claiborne Lecturer of Dental Hygiene | \$60,200 | 7/25/14 | 10 mos |
|---|----------|---------|--------|

Ms. Claiborne received an M.S. and B.S. in Dental Hygiene and a B.S. in Psychology, in 2011 and 2010 respectively, from Old Dominion University and is pursuing a Ph.D. in Health Services Research at Old Dominion University. Since 2012, she has been an adjunct in the School of Dental Hygiene at Old Dominion University. (includes stipend of \$3,000 for serving as Director of Clinics)

| | | | |
|---|----------|---------|--------|
| Mr. Chad M. Driscoll Lecturer of Nursing | \$67,000 | 6/10/14 | 12 mos |
|---|----------|---------|--------|

Mr. Driscoll received a Master of Health Science in 2002 from La Roche College, a Certificate in Nurse Anesthesia in 2002 from St. Francis Hospital and a B.S.N. in 1997 from St. Louis University. Since 2011 he has been a part-time Simulation Instructor for the Nurse Anesthesia Program. Mr. Driscoll is also the lead Certified Registered Nurse Anesthetist at Sentara Careplex and Sentara Bayside Hospital. (Designated as Simulation Instructor for the Nurse Anesthesia Program) (half-time appointment)

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|--|----------|---------|--------|
| Ms. Maria L. Fornella Oehninger Lecturer of Political Science and Geography | \$42,000 | 7/25/14 | 10 mos |
|--|----------|---------|--------|

Ms. Fornella Oehninger received an M.A. in Political Science, International Studies in 1990 from Old Dominion University. Since 2011, she has been an Adjunct Professor of Political Science at Old Dominion University.

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|-------------------------|----------|---------|---------------------------|
| Dr. Daniel R. E. Foster | \$70,000 | 7/25/14 | 10 mos O Pt. Eluir r T(r) |
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| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Dr. Ross J. Gore Research Assistant Professor, VMASC | \$100,000 | 6/25/14 | 12 mos |

Dr. Gore received a Ph.D. and M.CS. in Computer Science, in 2011 and 2007 respectively, from the University of Virginia and a B.S. in Computer Science in 2003 from the University of Richmond. Since 2013, he has been a Visiting Assistant Professor at Getty

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Ms. Stacey Minton McNiel Lecturer of Mathematics and Statistics | \$43,000 | 8/25/14 | 10 mos |

Ms. McNiel received an M.S. in Pure Mathematics in 1997 from Florida State University and a B.S. in Mathematics and Computer Science in 1993 from the University of Mobile. From 2011-2013, she was a Mathematics Teacher at Bayside Academy, and has taught as a Mathematics Instructor at the University of West Florida.

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|--|----------|---------|--------|
| Ms. Paige H. O'Shaughnessy Instructor of Accounting | \$60,000 | 8/25/14 | 10 mos |
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Ms. O'Shaughnessy received an M.B.A. with a concentration in Accounting in 2004 from Old Dominion University and a B.B.A. in Accounting

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Dr. Matthew William Schmidt Associate Professor of Ocean, Earth and Atmospheric Sciences | \$90,000 | 8/25/14 | 10 mos |

Dr. Schmidt received a Ph.D. in Geology in 2005 from the University of California, Davis, an M.S. in Geology in 1997 from the University of South Florida and a B.S. in Geology and Fine

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Ms. Elizabeth Blair Swoope Lecturer of Mathematics and Statistics | \$41,600 | 7/25/14 | 10 mos |

Ms. Swoope received an M.S. in Computational and Applied Mathematics from Old Dominion University and a B.A. in Mathematical Physics and Economics from Sweet Briar College. Since 2002, she has been the Mathematics Department Chair at Norfolk Collegiate School. Ms. Swoope has also been an Adjunct Mathematics Professor at Thomas Nelson Community College and Old Dominion University.

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|---|----------|---------|--------|
| Dr. Navid Tahvildari Assistant Professor of Civil and Environmental Engineering (Tenure Track) | \$80,000 | 6/25/14 | 10 mos |
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Dr. Tahvildari received a Ph.D. in Civil Engineering in 2011 from Texas A&M University, an M.Sc. in Civil Engineering in 2007 from Sharif University of Technology and a B.Sc. in Civil Engineering in 2005 from Amirkabir University, Iran. Since 2011, he has been a Postdoctoral Scholar in the Environmental Fluid Mechanics Laboratory at Stanford University.

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|---|----------|---------|--------|
| Ms. Beth M. Tremblay Lecturer of Nursing | \$62,400 | 8/25/14 | 10 mos |
|---|----------|---------|--------|

Ms. Tremblay received an M.S. in Nursing in 2011 from Old Dominion University and a B.S. in Nursing in 1995 from the University of Southern Maine. Since 2011, she has been an Adjunct Faculty member in the School of Nursing at Old Dominion University and an R.N. in the Intensive Care Unit at Sentara Hospital.

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|--|----------|---------|--------|
| Ms. Heather M. Weddington Lecturer of English | \$42,000 | 7/25/14 | 10 mos |
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Ms. Weddington received an M.F.A. in Creative Writing and a B.A. in English, in 2011 and 2002 respectively, from Old Dominion University. Since 2011, she has been an Adjunct Professor in the Department of English at Old Dominion University.

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|--|----------|---------|--------|
| Ms. Leslie L. West Instructor of Accounting | \$60,000 | 7/25/14 | 10 mos |
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Ms. West received an M.S. in Accounting in 2002 from Old Dominion University, a B.S. in Accounting in 2001 from Virginia State University and is pursuing a Ph.D. in Business Administration from Hampton University. In 2014, she has been an Adjunct Faculty member in the Department of Accounting at Old Dominion University, and from 2012, she was Instructor of Business Administration at Hampton University.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
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Ms. Wood received an M.S.Ed. and a B.S. in Health Sciences, in 2012 and 1998 respectively, from Old Dominion University and completed the Ophthalmic Technology Program from Eastern Virginia Medical School/Old Dominion University in 1997. Since 2002, she has been

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Mr. Oliver L. Borden Admissions Counselor and Assistant Instructor | \$35,000 | 9/10/14 | 12 mos |

Mr. Borden received a B.A. in History in 2014 from Old Dominion University. Since 2010, he has been a Resident Assistant for the Office of Housing and Residence Life at Old Dominion University.

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|--|----------|---------|--------|
| Ms. Rachelle Bowman Assistant Athletic Trainer and Instructor | \$43,600 | 7/10/14 | 12 mos |
|--|----------|---------|--------|

Ms. Bowman received an M.S. in Exercise Science and Health Promotion in 2012 from California University of Pennsylvania and a B.S. in Sports Medicine in 2002 from Palm Beach Atlantic University. Since 2006, she has been Assistant Athletic Trainer at Methodist University.

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|--|----------|---------|--------|
| Mr. Zohn Burden Offensive Pass Game Coordinator/Wide Receivers Coach and Assistant Instructor | \$70,000 | 7/10/14 | 12 mos |
|--|----------|---------|--------|

Mr. Burden received a B.A. in Psychology from Virginia Military Institute. Since 2012, he has been Wide Receivers/Offensive Pass Game Coordinator at Old Dominion University. Prior to that, Mr. Burden was a Wide Receivers Coach at the University of Richmond.

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|--|----------|---------|--------|
| Mr. Scott J. Bye Assistant Director, Office of Student Conduct and Academic Integrity | \$36,000 | 6/25/14 | 12 mos |
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| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Ms. Daniela Cigularova Director, Transfer Advising and Articulation, and Instructor | \$59,000 | 7/10/14 | 12 mos |

Ms. Cigularova received an M.S. in Student Affairs in Higher Education in 2006 from Colorado State University and a B.S. in Banking and Finance in 1998 from the University of Economics, Varna, Bulgaria. Since 2012, she has been Associate Director for Student Enrollment and Success at the Virginia Beach Higher Education Center.

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|--|----------|---------|--------|
| Mr. Brian Cohen Assistant Men's Tennis Coach and Instructor | \$40,000 | 7/10/14 | 12 mos |
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Mr. Cohen received an M.E.M. in Environmental Management in 2011 from Duke University and a BA. in Environmental Studies in 2007 from Bucknell University. Since 2011, he has been Assistant Men's Tennis Coach at Washington and Lee University.

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|---|----------|---------|--------|
| Ms. Jennifer K. Cohen Interim Associate Director of Student Activities and Leadership and Instructor | \$44,000 | 7/25/14 | 12 mos |
|---|----------|---------|--------|

Ms. Cohen received an M.S. in Higher Education Administration in 2011 from Old Dominion University and a B.S. in International Relations and Diplomacy in 2007 from Seton Hall University. Since 2011, she has been Coordinator of Life and Community Service in the Office of Student Involvement at the University of North Georgia.

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|---|-----------|---------|--------|
| Mr. Jeff Comissiong Assistant Head Coach/Defensive Line and Assistant Instructor | \$120,000 | 6/25/14 | 12 mos |
|---|-----------|---------|--------|

Mr. Comissiong received a Bachelor's Degree in Political Science in 2013 from the University of Maine. Since 2013, he has been Assistant Head Coach/Defensive Line at Old Dominion University. Prior to that, Mr. Comissiong was Assistant Football Coach/Defensive Line at Boston College.

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|--|----------|---------|--------|
| Mr. John P. Costanzo Associate Director, Virginia Beach Higher Education Center, and Instructor | \$55,000 | 7/10/14 | 12 mos |
|--|----------|---------|--------|

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 2013, he has been Assistant Director of the Virginia Beach Higher Education Center at Old Dominion University.

Name and Rank

Effective

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Dr. Bridget Giles Research Assistant Professor, Virginia Modeling, Analysis and Simulation Center | \$100,000 | 8/25/14 | 12 mos |

Dr. Giles received a Ph.D. in Biomedical Sciences in 2001 from Eastern Virginia Medical School, an M.A. in Biology in 1994 from Hampton University and a B.S. in Biology in 1993 from Virginia Commonwealth University. Since 2011, she has been a Senior Project Scientist/Program Manager at the Virginia Modeling, Analysis and Simulation Center at Old Dominion University.

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|--|----------|---------|--------|
| Ms. Jennifer L. Grimm Director of the Peer Educator Program | \$52,000 | 9/10/14 | 12 mos |
|--|----------|---------|--------|

Ms. Grimm received a Master of Education in College Student Personnel and a Bachelor of Business Administration in Marketing and Human Resource Management, in 2011 and 2009 respectively, from Ohio University and is enrolled in a Ph.D. program in Educational Policy and Leadership at Marquette University. Since 2012, she has been Supplemental Instruction (SI) Coordinator, Academic Resources at Carroll University.

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|---|----------|---------|--------|
| Mr. Alexander Harris, Jr. Assistant Director for Special Programs, English Language Center, and Instructor | \$56,000 | 6/25/14 | 12 mos |
|---|----------|---------|--------|

Mr. Harris received an M.A. in English with an emphasis in Applied Linguistics/TESOL and a B.S. in Biology, in 2006 and 1988 respectively, from Old Dominion University. Since 2012, he has been Interim Assistant Director for Special Programs in the English Language Center at Old Dominion University.

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|---|----------|---------|--------|
| Ms. Keyanna Hawkins Counselor, Stud2 (i)-2 (c)4 A ricesnd Instructor | \$43,284 | 8/25/14 | 12 mos |
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| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Dr. Sandra L. Hogins Professional Counselor and Assistant Professor | \$49,920 | 8/10/14 | 12 mos |

Dr. Hogins received a Psy.D. and an M.A. in Clinical Psychology, in 2014 and 2012 respectively, from the American School of Professional Psychology at Argosy University, an M.S.Ed. in Counseling in 2009 from Old Dominion University and a B.A. in Psychology in 2007 from the University of Arkansas at Little Rock. Since 2013, she has been a Doctoral Clinical Psychology Intern at American University Counseling Center.

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|---|----------|---------|--------|
| Mr. John Hunting Admissions Counselor and Assistant Instructor | \$35,000 | 8/25/14 | 12 mos |
|---|----------|---------|--------|

Mr. Hunting received a B.S. in Park, Recreation and Tourism Studies in 2014 from Old Dominion University. Since 2014, he has been Program Assistant for Student Organizations in the Office of Leadership and Student Involvement at Old Dominion University.

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|--|----------|---------|--------|
| Mr. Craig A. Jordan Senior Project Scientist, VMASC, and Instructor | \$75,000 | 7/10/14 | 12 mos |
|--|----------|---------|--------|

Mr. Jordan received an M.S. in Modeling and Simulation in 2012 from Old Dominion University and a B.S. in Civil Engineering in 2005 from the University of Connecticut. Since 2012, he has been a Senior Project Scientist in the Transportation Department at Virginia Modeling, Analysis, and Simulation Center (VMASC).

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|---|-----------|--------|--------|
| Mr. Martin J. Kazsubowski Executive Director of the Center for Economic Development and Instructor | \$130,000 | 8/4/14 | 12 mos |
|---|-----------|--------|--------|

Mr. Kazsubowski received an M.S. in Engineering Management in 1994 from George Washington University and a B.S.E. in Aerospace Engineering in 1982 from the University of

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Mr. Nicholas B. Le Aquatics Coordinator and Instructor | \$38,000 | 7/25/14 | 12 mos |

Mr. Le received an M.S. in Sport Management and a B.S. in Physical Education, in 2012 and 2011 respectively, from Florida State University. Since 2013, he has been Aquatics Director at the YMCA in Fort Mill, SC.

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|--|----------|---------|--------|
| Mr. Joshua Lowe Admissions Counselor and Assistant Instructor | \$35,000 | 8/10/14 | 12 mos |
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Mr. Lowe received a B.A. in Spanish and Political Science in 2010 from the University of North Carolina at Charlotte. Since 2012, he has been an Admissions Counselor at North Carolina A&T State University.

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|---|----------|---------|--------|
| Mr. Christopher J. Lynch Senior Project Scientist, VMASC, and Instructor | \$75,000 | 7/10/14 | 12 mos |
|---|----------|---------|--------|

Mr. Lynch received an M.S. in Modeling and Simulation and a B.S. in Electrical Engineering, in 2012 and 2011 respectively, and is pursuing a Ph.D. in Modeling and Simulation from Old Dominion University. Since 2013, he has been a Senior Project Scientist at the Virginia Modeling, Analysis, and Simulation Center (VMASC).

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|--|----------|---------|--------|
| Ms. Lauren Mayes Coordinator of Fitness and Wellness and Instructor | \$42,000 | 7/10/14 | 12 mos |
|--|----------|---------|--------|

Ms. Mayes received a Master's in Physical Education, Exercise Science and Wellness in 2012 from Old Dominion University and a B.S. in Exercise, Sport, and Health Education in 2010 from Radford University. Since 2012, she has been Assistant Director for Fitness at Appalachian State University.

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|---|----------|---------|--------|
| Mr. James Tennant McVea Second Assistant Men's Soccer Coach and Assistant Instructor | \$40,480 | 7/25/14 | 12 mos |
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Mr. McVea received a B.A. in Communication in 2009 from Loyola University of Maryland. Since 2013, he has been Volunteer Assistant Men's Soccer Coach at Old Dominion University. Mr. McVea has also been a Club Coach for Beach FC in Virginia Beach.

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|---|----------|---------|--------|
| Mr. Kevin N. Mondragon Admissions Counselor and Assistant Instructor | \$35,000 | 8/25/14 | 12 mos |
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Mr. Mondragon received a B.A. in International Studies in 2014 from Old Dominion University. He held extensive student leadership positions, working since 2012 with the Latino Student Alliance.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Mr. Richard A. Nagy, Jr. Defensive Coordinator and Assistant Instructor | \$120,000 | 6/10/14 | 12 mos |

Mr. Nagy received a B.S. in Political Science in 1987 from Trinity College. Since 2013, he has been Defensive Coordinator at Old Dominion University. Prior to that, he was a Defensive Coordinator and Assistant Defensive Coordinator at Western Michigan University.

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|--|----------|---------|--------|
| Mr. Darrell Perkins Assistant Football Coach and Assistant Instructor | \$70,000 | 7/18/14 | 12 mos |
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Mr. Perkins received a B.S. in Business Marketing in 1990 from the University of Wyoming. From 2010-2013, he was Defensive Backs Coach at the University of Connecticut and has 14 years of college coaching experience.

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|--|----------|---------|--------|
| Ms. Marissa A. Pettinelli Children's Learning and Resource Center Site Manager and Instructor | \$38,000 | 7/25/14 | 12 mos |
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Ms. Pettinelli received an M.S.Ed. in School Counseling in 2013 from Old Dominion University and a B.S. in Health Pr.85 SD3 (-2 (ni)--2 (i)-2 (ng)10 (i)-2 (n 201aocTj EMC /i)-2 (t)-22 (y)20 (

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|--|---------------|-----------------------|-------------|
| Mr. John W. Richardson, III Assistant Men's Basketball Coach and Instructor | \$124,800 | 6/10/14 | 12 mos |

Mr. Richardson received an M.S. in Sports Management in 2003 from Old Dominion University and a B.S. in Health and Physical Education in 1995 from Elizabeth City State University. Since 2012, he has been Assistant Men's Basketball Coach at Old Dominion University. Prior to that, he was Assistant Men's Basketball Coach at Virginia Tech.

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|--|----------|---------|--------|
| Ms. Shannon E. Roberts Athletic Academic Advisor and Instructor | \$40,000 | 7/10/14 | 12 mos |
|--|----------|---------|--------|

Ms. Roberts received an M.Ed. in Sport Leadership in 2012 from Virginia Commonwealth University and a B.S. in Sport Management in 2011 from West Virginia University. Since 2013, she has been Athletic Academic Advisor at Old Dominion University. Prior to that, she was an Assistant Academic Coordinator at North Carolina State University.

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|--|----------|---------|--------|
| Mr. Jose R. Roman Interim Assistant Director, Peninsula Higher Education Center, and Assistant Instructor | \$40,992 | 8/10/14 | 12 mos |
|--|----------|---------|--------|

Mr. Roman received a B.A. in Interdisciplinary Studies in 2014 from Old Dominion University. Previously he held positions in Veterans Academic and Office Support in the Military Connection Center and Student Veteran Consultant in the Career Management Center at Old Dominion University.

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|--|----------|---------|--------|
| Ms. Lesley A. Rosenberg Lecturer, English Language Center | \$40,000 | 7/25/14 | 10 mos |
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Ms. Rosenberg received an M.A. in English Linguistics in 1994 from Old Dominion University and a B.S. in Sociology in 1987 from James Madison University. Since 2013, she has been a Lecturer in the English Language Center at Old Dominion University.

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|--|----------|---------|--------|
| Dr. Elizabeth M. Saltzman Grant Development Specialist, College of Health Sciences, and Assistant Professor | \$50,000 | 6/25/14 | 12 mos |
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Dr. Saltzman received a Ph.D. and an M.S. in Pharmacology from the University of Rochester, School of Medicine and Dentistry and a B.S. in Chemistry from the State University of New York, College at Oswego. Previously she was an Adjunct Professor at the University of New York, College at Brockport and Corinthian Colleges, Inc., Everest Institute and a Senior Research Scientist/Project Leader at Vaccinex, Inc.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Dr. Margaret B. Shaeffer Special Assistant to the Dean, Darden College of Education, and Professor | \$85,000 | 8/25/14 | 12 mos |

Dr. Shaeffer received a Ph.D. in Teacher Education/Early Childhood, an M.S. in Elementary Education/Preschool Handicapped and a B.S. in Speech Pathology/Audiology from the University of North Dakota. Since 2005, she has been Associate Dean in the College of Education at James Madison University.

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|--|----------|---------|--------|
| Mr. Timothy M. Siverd, Jr. Residence Hall Director and Instructor | \$32,000 | 6/25/14 | 12 mos |
|--|----------|---------|--------|

Mr. Siverd received an M.A. in Higher Education and Student Affairs in 2014 from The Ohio State University and a B.A. in Government and English in 2012 from the College of William and Mary. Since 2012, he has been an Assistant Hall Director for University Housing at The Ohio State University.

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|---|-----------|---------|--------|
| Ms. Denise Dwight Smith Director of the Career Management Center | \$100,000 | 9/10/14 | 12 mos |
|---|-----------|---------|--------|

Ms. Smith received an M.S. in Counseling from Shippensburg University and a B.A. in Psychology from Millersville University. Since 1993, she has been Director of the University Career Center for Work, Service, and Internships at the University of North Carolina at Charlotte.

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|--|----------|---------|--------|
| Ms. Elizabeth A. Smith Interdisciplinary Initiatives Administrator and Instructor | \$75,000 | 9/10/14 | 12 mos |
|--|----------|---------|--------|

Ms. Smith received an M.S. in Physical Oceanography in 1987 from Florida State University and a B.S. in Marine Science in 1982 from the University of South Carolina. Since 2010, she has served as Program Manager for Coastal and Environmental Research Programs with the Southeastern Universities Research Association (SURA), and she also serves as the Old Dominion University Climate Change and Sea Level Rise Initiative Coordinator.

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|--|----------|---------|--------|
| Mr. Bryant L. Stith Assistant Men's Basketball Coach and Assistant Instructor | \$90,000 | 6/10/14 | 12 mos |
|--|----------|---------|--------|

Mr. Stith received a B.A. in Sociology in 1992 from the University of Virginia. Since 2013, he has been an Assistant Men's Basketball Coach at Old Dominion University. Prior to that, he was Head Varsity Boys Basketball Coach at Brunswick High School and played professional basketball in the NBA.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Ms. Kimberly J. Williamson Interim Assistant Director of Administration, Children's Learning and Research Center | \$55,238 | 9/10/14 | 12 mos |

Ms. Williamson received an M.Ed. in Early Childhood Education in 1994 from Boston College and a B.A. in Sociology in 1990 from UMASS Boston. Since 2010, she has been an Instructor of Early Childhood Education at the Children's Learning and Research Center at Old Dominion University.

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|---|-----------|---------|--------|
| Dr. Robert Wojtowicz Associate Vice Provost for Graduate Studies and Professor (Tenured) | \$112,000 | 7/10/14 | 12 mos |
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Dr. Wojtowicz received a Ph.D. in History of Art and an M.A. and B.A. in American Civilization, in 1990 and 1983 respectively, from the University of Pennsylvania and an M.A. in Art History and Archaeology in 1984 from Columbia University. In 2006, he has been Associate Dean for Research and

- a. Criteria – This rank usually requires the highest terminal degree normally held in the field or its clear equivalent. Evidence of promise in teaching, research, and service is required. Faculty members holding the rank of assistant professor may be considered for tenure only if promotion to associate professor is simultaneously considered.

II. Board of Visitors Policy and Criteria for Academic Rank (Nontenure-track Faculty)

- A. Full-time faculty members holding the following ranks are not eligible for tenure, b(nur)3 (e)-6 (,)-10 ()]TJ cult8o4 (nur)3 (e)-2 ()4 (ul)O cleetg the(or)3 ()omoti i10 (u0

- c. Tenuretrack, master's level instructors - In certain professional departments in which the master's degree is the terminal degree, faculty

- c. Senior lecturer -This is a fulltime rank that requires an appropriate master's degree, demonstrated expertise in the field, a sustained record of effective performance in teaching and professional service, evidence of continued development and study in the field, and a minimum of five

other public service activities; to unstructured instruction to University students; to professional service to the community; and to any combination of these activities. The main criterion for reappointment is preeminence in an artistic field, and the normal academic credentials, such as advanced degrees or experience in university teaching, are not necessarily required.

2. Performer-in-residence- The description of this position is basically equivalent to that of artist-in-residence, except that the holder is a distinguished practitioner of the performing arts whose services to the University and the community may include performances available to the University community and to the region.
3. Writer-in-residence- The description of this position is basically equivalent to that of artist-in-residence, except that the holder is a creative writer of distinction.

g. Research Faculty

1. Research professor- Faculty members in this position, which may be either full time or part time, are devoting most of their efforts to research and are normally not teaching more than one course a semester. These positions are normally funded from - non Commonwealth funds. A research professor must meet the research criteria demanded of a full professor in the relevant department.
2. Research associate professor- This position has the same credentials and expectations as that of research professor except that designation at this rank must also meet the research criteria for appointment to the rank of associate professor in the department(s) to which the research associate professor is attached.
3. Research assistant professor- This position has the same credentials and expectations as that of research associate professor except that this designation must also meet the research criteria for assistant professor in the department(s) to which the research assistant professor is attached.
4. Personnel with the title of research professor, research associate professor and research assistant professor may chair doctoral and master's committees provided they are certified as graduate faculty. Research personnel are subject to all University, college and department policies and procedures governing graduate teaching, program implementation, and oversight of graduate research and must undergo the same formal academic review and graduate certification as required of tenured and tenure-track faculty members.

5. Research associate This position has the same characteristics as that of research assistant professor except that those holding it meet the criteria for instructor in the department(s) to which they are attached.
6. Postdoctoral Research Associate This position is generally reserved for a person who has recently completed his or her doctoral degree. While the primary employment activity will be research related, some teaching may be allowed. In general, these positions are funded through non-Commonwealth funds.

h. Adjunct Faculty

1. Adjunct professor This rank is awarded to persons engaged in part time teaching or special services who meet the criteria demanded of a full professor in the department(s) to which they are attached.
2. Adjunct associate professor This position is awarded to persons

- i. Other - The president may recommend to the Board of Visitors the establishment of other nontenured positions to allow the appointment of persons distinguished in their fields but not covered by any of the above.

Committee members approved by unanimous vote proposed revisions to the policy on Tenure. The revisions require a summary of minority opinion from the department committee and the college committee when there is not a unanimous vote on a tenure recommendation. Committee members approved an amendment to the policy language to use the term nonunanimous vote instead of split vote. The following resolution, as amended, was brought forth as a recommendation of the Academic and Research Advancement Committee and was unanimously approved by all members present and voting. (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, Maniscalco, Teberge, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

APPROVAL OF PROPOSED REVISIONS TO THE POLICY ON TENURE

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the policy on Tenure effective September 18, 2014.

Rationale The proposed revisions would require a summary of minority opinion from the department committee and the college committee when there is a split vote on a tenure recommendation. A minority report is required from these committees when dealing with promotion to professor and is also required from the University committee in tenure cases. Thus, including the summary of minority opinion in the Tenure policy brings consistency to the policies and procedures on tenure and promotion.

NUMBER: 1411

TITLE: Tenure

APPROVED: June 12, 1980; Revised February 24, 1984; Revised November 19, 1987; Revised December 13, 1988; Revised September 27, 1990; Revised April 9, 1998; Revised December 10, 1998; Revised April 12, 2002; Revised April 11, 2003; Revised June 14, 2005; Revised

after a suitable probationary period, and the decision to award tenure based both on the merit of the individual faculty member and on the long needs and mission of the department, the college, and the University.

II. Eligibility for Tenure

- A. Only faculty members who hold the ranks of assistant professor, associate professor, or full professor are eligible to be considered for tenure. Assistant professors will be awarded tenure only if they are simultaneously being promoted to the rank of associate professor.
- B. Faculty members may be considered for tenure only once.
- C. Under certain circumstances administrative faculty holding rank in a department at the assistant professor (if promotion to the rank of associate professor is being simultaneously considered), associate professor, or full professor may be considered for tenure, as specified by the Board of Visitors policy concerning administrative faculty.
- D. Since tenure is granted as a faculty member in an academic department or program, the award of tenure does not imply continuance in a full- or part-time administrative position, nor does it imply continuance of any specific work assignment within or outside the department in which tenure is granted.

III. Probationary Period

- A. The probationary period begins with the initial full-time, tenure-track appointment at Old Dominion University at the rank of instructor, assistant professor, associate professor, or full professor; only time spent in a tenure-track position at one of these ranks is counted as part of the probationary period.

Subject to agreement by the University and the faculty member, any academic year in which a faculty member was on a full-time tenure-track appointment in one of these ranks for at least one semester, may be counted as one year of the probationary period.

- B. The following do not count as part of the probationary period:
 - 1. Time in the rank of assistant instructor, faculty of practice, artist-in-residence, performer-in-residence, writer-in-residence, research professor, research associate professor, research assistant professor, research associate, or any part-time position.
 - 2. Time in appointment as an administrator, that is, in a position designated as a teaching/research administrative position or as a classified position in the state personnel system. (Time spent in a teaching and research faculty position as

9. Decisions will be made within 60 days of the receipt of the faculty member's

sense of the Board of Visitors that the procedure of eliminating the probationary period for tenure should be rarely used.

4. A faculty member may apply for early consideration for tenure, if the faculty member believes that he or she has met or exceeded the expectations of quantity and quality of achievements for teaching, scholarship, research, and service completed at Old Dominion University needed to qualify for tenure before the end of the normal probationary time period. The criteria for the award of tenure for such faculty will be the same as those who apply after the normal probationary time period. A faculty member who applies for early consideration for tenure and is denied tenure will be offered a terminal contract for the ensuing year. It is the sense of the Board of Visitors that only demonstrably exceptional faculty will be awarded tenure under this clause.

IV. Criteria for the Award of Tenure

- A. The following criteria are used in the evaluation of every candidate for tenure. Each faculty committee and administrator considering a tenure case must specifically address each of these criteria as they apply to that case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. Committee votes must be recorded in the recommendations. In cases in which a vote is not unanimous, reasons for negative votes must be included.
- B. Criteria to be used are as follows:
 1. Since tenure may be awarded only to faculty members who hold the rank of associate or full professor or who are being simultaneously appointed to one of those ranks, any faculty member awarded tenure must meet the minimum requirements for the rank of associate professor.
 2. Merit - Merit of the faculty member in teaching, research and service over the entire probationary period and the contributions made by the faculty member in these areas to the University. (For definition of teaching, research, and service and a discussion of methods of evaluation, see policies and procedures concerning evaluation of faculty members, evaluation of teaching, evaluation of scholarly activity and research, and evaluation of service.) In addition to information supplied by faculty information sheets, the chair's evaluation and other material presented by the department, an report shall be made available for the faculty member to provide in writing any other material in support of the tenure candidacy. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for tenure. The evidence should address the quality of the journals and the reputation of book and other such publishers. In case of material developments, additional documentation may be added to the portfolio before

the conclusion of the evaluation process with the concurrence of the department chair and dean.

External evaluation of the quality of the faculty member's research performance will be required from nationally recognized experts in the faculty member's field. Candidates for tenure are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. Candidates for tenure should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g. authors, co-investigators, etc.

- a. A curriculum vita will be required of each external reviewer. Each reviewer will be asked to describe any personal or professional relationship with the candidate. It is the responsibility of the chair to include a curriculum vitae of each reviewer. For tenure of department chairs, the responsibility belongs to the dean.
- b. External reviewers will be asked to evaluate all submitted material mailed to them. In the case of the arts, reviewers may be asked to consider works of art or performances. External reviewers will be asked to evaluate: a) the quality of the scholarship or creative work under review; and b) the scholarly reputation (regional, national/international) of the candidate(s) of the cex (d t)

anticipated retirements, or other known departures, and projected new programs or changes in directions must be considered.)

4. No person can be awarded tenure unless convincing evidence is provided of effective teaching.
5. In departments offering graduate work, no faculty member can normally be awarded tenure unless convincing evidence is provided of successful performance in research. (Exceptions can be made only if the department can demonstrate a long-term need for an additional tenured faculty member who will not be teaching graduate students.)

V. Procedures for Tenure Consideration

- A. The provost and vice president for academic affairs, fifteen months prior to the date for giving notification of the tenure decision, shall formally advise the professor that the limit of the probationary period is approaching, and explain what procedures should be followed by those wishing to be considered for tenure.
- B. External review process
 1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair.
 2. External reviewers with academic positions will hold the same rank or higher than the promotion rank for which the fac

information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.

4. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.

C. Initial consideration of tenure cases is conducted by the tenured faculty of the department.

1. The tenured faculty of a department may determine that a tenure committee of a specified size will be selected from their membership to conduct the tenure deliberations and make recommendations to the chair. In this case, the entire full-time department faculty will elect the committee. It is the responsibility of this committee to determine the opinions of tenured members of the department not serving on the committee.
2. In departments where fewer than three members are tenured, the dean, in consultation with the chair, will appoint enough additional tenured faculty members to form a committee of at least three members.
3. No dean, associate dean, assistant dean, or other administrator or department chair shall attend or participate in the deliberation of the departmental, college, University Promotion and Tenure Committee, or the tenured faculty of the department serving as a group to consider tenure, except in those cases when such committees or groups may, at their discretion, request administrators or chairs to answer specific questions concerning tenure cases.
4. The college committee shall consist of one tenured faculty member from each department in the college. All members of college promotion and tenure committees shall be elected directly by the faculties they represent for a one year term renewable twice for a total of three years. This member shall be chosen by majority vote of all fulltime, tenure track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. There should be at least three professors on the college committee. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year.
5. The University Promotion and Tenure Committee shall consist of one tenured full professor from each of the major degree granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair. No person shall serve on

the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year.

- D. The committee or group of tenured faculty makes its ~~recom~~ndations to the chair. In cases of a nonunanimous vote, a summary of minority opinion must be included. All committee members should vote yes ~~no~~. Considering this recommendation, the chair makes an additional ~~evalua~~tion and recommendation concerning tenure.
- E. If either the tenured faculty (or their committee), or the chair, or both recommend tenure, the credentials of the faculty member ~~to~~g~~er~~ with the recommendations of the tenured faculty (or their committee) and the chair are forwarded to the tenure committee of the college, which examines the facts and the recommendations and makes a recommendation to the dean. The committee or group of tenured faculty makes its recommendation to the chair. In cases of a non-unanimous vote, a summary of minority opinion must be included. All committee members should vote yes or no. Considering this recommendation, the chair makes an additional evaluation and recommendation concerning tenure.
- F. If neither the departmental committee nor the chair recommends tenure for the faculty member, tenure is not granted in the ensuing year. The faculty member is given a terminal contract for the ensuing year unless a further review is requested.
- If the faculty member requests further review, all materials, including departmental and chair evaluations and recommendations are forwarded to the college tenure committee, which makes a separate ~~recom~~ndation to the dean. All committee members should vote yes ~~no~~. The dean then makes a ~~dec~~ision.

Committee members approved by unanimous vote proposals to rename the Departments of Accounting and Urban Studies & Public Administration, the Regional Studies Institute, and the Experiential Learning Office. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were unanimously approved by all members present and voted (Bennett, Bernd, Biagas, Cofer, Harris, Kilmer, Maniscalco, Heberge, Mugler, Ripley, Sessoms, Smith, Swystun, Tata)

APPROVAL TO RENAME THE DEPARTMENT OF ACCOUNTING TO THE
SCHOOL OF ACCOUNTANCY
AND TO RENAME THE DEPARTMENT OF URBAN STUDIES AND PUBLIC
ADMINISTRATION TO THE SCHOOL OF PUBLIC SERVICE

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves renaming the Department of Accounting to the School of Accountancy and Renaming the Department of Urban Studies and Public Administration to the School of Public Service effective September 18, 2014.

Rationale: The Board of Visitors renamed the College of Business and Public Administration to the Strome College of Business at its meeting on June 13, 2014. The renaming of the Department of Accounting to the School of Accountancy and the Department of Urban Studies and Public Administration to the School of Public Service is proposed in order to enhance visibility for these programs in the Strome College of Business.

While the College is accredited by the Association to Advance Collegiate Schools of Business (AACSB), the accounting program has its own and a separate accreditation by AACSB. Old Dominion University is one of 176 Business schools worldwide that have been separately accredited in Business and Accounting.

The public administration component of the Strome College of Business is also separately accredited by the Network of Schools of Public Policy, Affairs, and Administration, previously known as the National Association of Schools of Public Affairs and Administration (NASPAA). NASPAA is an international association of schools of public policy and administration at universities in the United States and abroad. The organization is the recognized accreditor of master's degree programs in public policy, public affairs, and public administration. Its mission is to ensure excellence in education and training for public service and to promote the ideal of public service. Old Dominion University's Master of Public Administration (MPA) program— offered by the Department of Urban Studies and Public Administration is one of five NASPAA-accredited programs in the Commonwealth of Virginia.

Given the differences in the accreditation for the 14 years

related to business administration are organized as departments and other programs with separate accreditations are organized within Schools.

APPROVAL TO RENAME THE REGIONAL STUDIES INSTITUTE TO
THE CENTER FOR ECONOMIC ANALYSIS AND POLICY

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves renaming the Regional Studies Institute to the Center for Economic Analysis and Policy on September 18, 2014.

Rationale: The Regional Studies Institute houses the State of the Region Report and the Economic Forecasting Project. Over time, the activities of the Regional Studies Institute have broadened gradually and now include quite a few projects that have a statewide focus including tourism, the port and the coal industry. Professor Gary Wagner of the Economic Forecasting Project also now is one of a select few participants in the Philadelphia Federal Reserve's national economic panel.

The most important change, however, is the new "State of the State" report that will be produced beginning in 2015 under the sponsorship and support of the Virginia Chamber of Commerce. In essence, the State of the State reports will do the same for the Commonwealth as the highly successful State of the Region reports have done for Hampton Roads economic forecasting and analysis of issues. The Institute will continue to do the State of the Region report (published each year in early October) but now also will produce a State of the State report in early December each year. The Chamber will sponsor breakfasts and lunches around Virginia in the same fashion that the Hampton Roads Chamber of Commerce sponsors the initial presentations in Hampton Roads.

The Career Management Center offers Experiential Education Internships and Cooperative Education, and uses experiential learning to refer to credit earned at ODU for faculty supervised work experience such as cooperative education and internships. Colleagues in ODU's Housing and Residence Life also utilize the term experiential learning for particular activities hosted in

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Note shall not extend beyond the reasonably expected weighted economic life of the Project; and (f) subject to the foregoing, the actual amount, interest rates, principal maturities, and date of the Note shall be approved by an Authorized Officer, as evidenced by the execution thereof.

Section 4. The Board acknowledges that if there is a failure to make, as and when due, any payment of the principal of, premium, if any, and interest on any promissory note issued by the Institution as a Participating Institution to the Authority under the Program, including without limitation the Note and any amendments thereto, the State Comptroller is authorized under the Program and Section 30.2-3 of the Code of Virginia of 1950, as amended, to charge against appropriations available to the Institution all future payments of principal of, premium,

Section 5.4 The Board acknowledges that if there is a failure to make, as and when due, any payment of the principal of, premium, if any, and interest on any promissory note issued by the Institution as a Participating Institution to the Authority under the Program, including without limitation the Note and any amendments thereto, the State Comptroller is authorized under the Program and Section 30.2-3 of the Code of Virginia of 1950, as amended, to charge against appropriations available to the Institution all future payments of principal of, premium,

Section 6

RESOLUTION OF THE BOARD OF VISITORS OF
OLD DOMINION UNIVERSITY
DECLARING THE INTENTION TO REIMBURSE
THE COST OF CERTAIN EXPENDITURES

WHEREAS, Old Dominion University (the "Institution") has undertaken the construction of its Powhatan Sports Center (the "Project"); and

WHEREAS, the Institution has made or will make expenditures (the "Expenditures") in connection with the Project; and

WHEREAS, the Institution may determine that the funds advanced and to be advanced to pay Expenditures will be reimbursed to the Institution from the proceeds of one or more debt obligations to be issued by or on behalf of the Institution (the "Indebtedness");

Chief Operating Officer Harnage reported to the Committee on the University's fall semester opening, including utilization and associated revenues from Dining Services, Transportation & Parking, and the University Bookstore, ~~as~~ as safety initiatives.

The Committee received a capital outlay projects status report from Dale Feltes, Director of Design and Construction, and a status report on investments from Rick Massey, Associate Vice President for Foundations.

INSTITUTIONAL

CLOSED SESSION