

**FINAL - APPROVED BY BOARD OF VISITORS SEPTEMBER 13, 2001**

**OLD DOMINION UNIVERSITY  
BOARD OF VISITORS  
15-16 June 2001**

**MINUTES**

The Board of Visitors of Old Dominion University held its annual meeting on 15-16, June 2001 in the Batten Arts and Letters Building (15 June) and the Board Room of Webb University Center (16 June). Present from the Board were:

Walter D. Kelley, Jr., Rector  
Elizabeth W. Atkinson  
Henry P. Bouffard  
Nancy P. Cheng  
Beverly B. Graeber  
Edward L. Hamm, Jr.  
J. Jack W. Hilgers  
William M. Lechler  
Anthony C. Paige  
William E. Russell  
Ronald J. A. Villanueva  
Joel R. Wagner

Absent were:

James W. Beamer  
Mary C. Haddad  
Patricia W. Perry  
James P. Toscano  
Lewis M. Warren, Jr.  
Patricia M. Woolsey

Also present were:

James V. Koch, President  
John R. Broderick  
Dana D. Burnett  
Ellie Costulis  
Arthur Diamonstein

Robert L. Fenning  
Jo Ann M. Gora  
Donna W. Meeks  
Cecelia T. Tucker  
Philip R. Walzer (*The Virginian-Pilot*)  
Rita Woltz

## **CALL TO ORDER**

The Rector called the meeting to order at 1:05 p.m. on 15 June, 2001.

## **OPERATING BUDGET AND PLAN PRESENTATION**

Acting Vice President Fenning provided a briefing on the proposed Operating Budget and Plan for the 2001-2002 academic year. The proposed expenditure budget for 2001-2002 for the total University is \$243.1 million. The budget reflects the addition of no new unrestricted general funds; however, \$180,000 of restricted funds have been allocated for the operation and maintenance of Constant Hall. Approximately 60 percent of revenue received from graduate and out-of-state tuition will be used to fund the increased utility costs. \$1.9 million of the University's budget has been reallocated to address institutional priorities and 53.9 percent of the University's Educational and General budget is directed to Instruction and Academic Support, which reflects a 2.5 percent increase from last year.

The Operating Budget reflects no new salary and benefit increases for faculty and staff, and reverts to the original biennial budget approved by the General Assembly in the 2000 Session. While Operations and Maintenance support for Constant Hall is provided, there are no additional general funds to address enrollment growth or other needs.

The Capital budget reflects the 50 percent reduction in Maintenance Reserve funds, and funds to support the construction of the new Engineering and Computational Sciences Building have been delayed.

University E&G priorities include funding of utility increases, University Professor awards, implementation of the Strategic Plan, reallocation of faculty positions to best meet student needs, technology initiatives, support of Distance Learning, student service programs and scholarships. Auxiliary initiatives include housing enhancements, expansion of TELETECHNET, Village development, parking improvements, intercollegiate athletics, and support for rising health care costs in the Student Health Center.

After the completion of Mr. Fenning's remarks, members sought additional information about the impact of the proposed budget on the current full-time vs. part-time faculty mix, where and how the reallocations were made, and other more detailed information.

## **RECESS FOR STANDING COMMITTEES**

The Board recessed at 1:40 p.m. for the standing committee meetings.

## **CALL TO ORDER AND MOTION FOR CLOSED SESSION**

The Rector called the meeting to order at 4:30 p.m. and recognized Secretary Atkinson, who made the following motion: “Mr. Rector, I move that this meeting be recessed, and that we reconvene in Closed Session for the purpose of discussing personnel matters, specifically, the evaluation of the executive officers of the institution, as permitted by Subsection (A), Paragraph (1) of Section 2.1-344 of the Code of Virginia.”

The motion was seconded and unanimously approved. (*Atkinson, Cheng, Graeber, Hamm, Hilgers, Lechler, Villanueva, Wagner*)

## **RECONVENE IN OPEN SESSION AND FOIA CERTIFICATION**

At the conclusion of closed session, the meeting 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 seven in favor and none opposed. (*Atkinson, Graeber, Hamm, Hilgers, Lechler, Villanueva, Wagner*)

## **APPROVAL OF MINUTES OF MEETING OF APRIL 12, 2001**

The Board recessed for the evening and was reconvened by the Rector at 9:30 a.m. on 16 June, 2001. The Rector called for approval of the minutes of the regular meeting of April 12, 2001. Upon a motion made by Ms. Atkinson and seconded by Dr. Hilgers, the minutes were unanimously approved as distributed. (*Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner*)

## **RECTOR’S REPORT**

The Rector called on former Rector Arthur Diamonstein, who presented a special proclamation from Governor Gilmore to Provost Jo Ann Gora in recognition of her service to Old Dominion University. Following the presentation and Provost Gora’s remarks, the video tribute to President and Mrs. Koch was viewed in honor of President Koch’s last meeting with the Board. President Koch made brief remarks following the video.

The Rector appointed Ms. Atkinson, Ms. Graeber and Mr. Villanueva to serve on the ad hoc Presidential Evaluation Committee, with Ms. Atkinson serving as chair. The committee’s focus will

be to review the process and evaluation forms for future presidential evaluations as well as to conduct an evaluation of President Koch.

Mr. Kelley reported that since the last meeting he has attended meetings of boards of the Educational and Intercollegiate Foundations. He commented that he was graciously received by both boards and found their discussions to be very interesting and informative. The Board has appointed representatives to these boards and he will be making appointments for the coming year over the summer months. He stressed the importance of active participation by the board representatives.

The Rector stated that the budget impasse in Richmond continues and he will ask Dr. Hilgers to report on his view of the situation at the end of the meeting. He also plans to discuss future board meeting schedules under old business.

### **PRESIDENT'S REPORT**

The Rector called on the President for his report. President Koch indicated that he had no formal report.

### **REPORTS OF STANDING COMMITTEES**

#### **ACADEMIC AFFAIRS COMMITTEE**

The Rector called on Mr. Wagner for the report of the Academic Affairs Committee. Mr. Wagner reported that the Committee considered in closed session the appointment of a faculty member with the award of tenure in the College of Sciences and the replacement of an administrative faculty member in the Office of Academic Affairs.

The following resolution, which was brought forth as a recommendation of the Academic Affairs Committee, was unanimously approved. (*Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner*)

#### **APPOINTMENT OF FACULTY MEMBER WITH TENURE**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment and award of tenure to Dr. Colm T. Whelan in the Department of Physics, College of Sciences, effective June 25, 2001. A summary of Dr. Whelan's curriculum vitae follows.

Salary: \$130,000 for 12 months

Rank: Professor of Physics; Designated as Chair of the Department of Physics

DR. COLM T. WHELAN

Colm T. Whelan received a Bachelor of Science and a Master of Science from the National University of Ireland and a Ph.D. from the University of Cambridge. He has served as the Assistant Director of Research at the University of Cambridge since 1996 and as College Lecturer in Applied Mathematics at Cambridge since 1992. He has also held positions as an Advanced Research Fellow at Cambridge, Senior Research Associate at SERC Rutherford Appleton Laboratory, and Royal Society Research Fellow at the Institut für Theoretische Physik at the Universität Frankfurt/Main. In 2000, he was elected a Fellow of the American Physical Society.

Dr. Whelan has been involved in teaching undergraduate and graduate students throughout his career, with first-hand experience teaching in five countries. He has been an invited speaker at more than 30 international conferences, delivered a number of public lectures, and given seminars at major research centers in 13 countries. In addition, he has 130 refereed papers.

Dr. Whelan's primary research area is theoretical atomic physics with a strong interest in computational physics. He has been described as the world's expert in the theory of processes in atomic physics, and a number of his publications are in this area. He is a leader in his field and seeks to identify new directions in the field as a whole. Although he is from an English University where obtaining funding for research has not been expected. Dr. Whelan has been successful in obtaining funding for his research projects from a variety of sources. It is expected that he will adapt quickly to the funding environment in the United States and be successful in obtaining external funding.

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The Committee received information on the Report on Promotions in Rank Effective 2001-02, the Annual Report on Committee Actions, and three requests for leaves of absence without compensation.

In the Provost's report, Provost Gora introduced David Hager, who will serve as Acting Provost and Vice President for Academic Affairs. As requested at the last meeting, she shared with Committee members an example of a portfolio prepared by a faculty member for the tenure decision. Provost Gora announced that enrollment for the 2001 summer school is up 5% over last summer with over 10,000 students attending classes. The summer school represents \$10 million in revenue.

The Provost informed the Committee that a major initiative of this past year was to centralize continuing education operations. It is hoped that centralization will increase the economies of scale and provide opportunities for new business development and, therefore, new revenues. The Higher Education Centers will play a key role in the continuing education operations. The Committee on Computer Literacy Standards submitted its report for 2000-

01. Old Dominion has a computer literacy requirement for all students. A challenge exam has been developed to enable students to test out of the computer literacy requirement.

Provost Gora reported that the Distributed Learning Committee has been meeting to develop the infrastructure to support learning anytime, anyplace. She noted that the University currently has approximately 50 courses that are totally or at least 80% asynchronous. The Vice Chair asked if TELETECHNET students are informed of procedures to use if they have concerns about the quality of the instruction they are receiving. Provost Gora responded that TELETECHNET students receive “alert” cards at the beginning of each class that are to be used to forward any concerns to the staff in Distance Learning. These cards are available throughout the semester from the site director at each TELETECHNET location, and the site director also serves as a contact point for questions and concerns.

Provost Gora informed the Committee that she, as requested, has identified the following objectives for Academic Affairs for next year based on the University’s strategic plan.

- Centralize continuing education
- Increase graduate enrollment
- Continue university-wide technology planning
- Extend the Center for Learning Technologies’ assistance to more faculty
- Evaluate progress of designated programs in oceanography, physics and aerospace engineering in achieving national prominence
- Establish the fiscal infrastructure to promote and sustain high quality research
- Enhance the University’s ability to provide learning across time and geographic boundaries

Regarding the consent agenda, Provost Gora noted that the appointment of the University Counsel was included with the administrative appointments for information and is not an appointment that requires Board approval.

The following resolutions under the consent agenda, which were brought forth as recommendations of the Academic Affairs Committee, were unanimously approved. *(Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner)*

### **FACULTY APPOINTMENTS**

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

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Robin L. Aronson Visiting Assistant Professor of Communication and Theatre Arts	\$36,000	7/25/01	10 mos

Ms. Aronson received an M.F.A. in Acting in 1998 from the University of Connecticut, Storrs and a B.A. in Theatre in 1995 from Michigan State University. Since May 2000, she has been Director of the Apprentice Program for the Berkshire Theatre Festival. Prior to that, Ms. Aronson was an Associate Instructor in the Department of Performing Arts at Lansing Community College and Director of the Boarshead Professional Theatre.

Dr. Carryl L. Baldwin Assistant Professor of Psychology (Tenure Track)	\$53,000	7/25/01	10 mos
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Dr. Baldwin received a Ph.D. and an M.A. in Human Factors Psychology, in 1997 and 1994 respectively, from the University of South Dakota and a B.A. in Psychology in 1987 from the University of Nebraska. Since 1999, she has been the Chair of Social and Behavioral Sciences at Western Iowa Tech Community College. Prior to that, Dr. Baldwin was a Psychology Instructor/Program Advisor at Western Iowa Tech Community College.

Dr. Craig A. Bayse Assistant Professor of Chemistry and Biochemistry (Tenure Track)	\$47,000	7/25/01	10 mos
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Dr. Bayse received a Ph.D. in Physical Chemistry in 1998 from Texas A&M University and a B.S. in Chemistry in 1994 from Roanoke College. Since 2000, he has been an Assistant Professor (tenure-track) at Michigan Technological University. Prior to that he was in a postdoctoral research position at Cornell University.

Mr. Joshua G. Behr Instructor of Political Science and Geography (Tenure Track)	\$47,500	7/25/01	10 mos
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Mr. Behr received an M.A. and an A.B. in Political Science, in 1992 and 1989 respectively, from California State University. He is a Ph.D. candidate in Political Science at the University of New Orleans. Since 2000, Mr. Behr has been an instructor in Political Science at Southwestern Oklahoma State University. Prior to that, he was an adjunct instructor in Political Science at the University of New Orleans. His rank will be Assistant Professor if all requirements for the Ph.D. are completed by 8/31/01.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Caroline Mary El-Kadi Visiting Assistant Professor of English	\$45,000	7/25/01	10 mos

Dr. El-Kadi received a Ph.D. in Urban Services with a concentration in Urban Education and an M.A. in English, in 1994 and 1975 respectively, from Old Dominion University and a B.A. in English Literature in 1961 from the University of Leeds, England. She has been an Adjunct Assistant Professor and a Visiting Assistant Professor in the English Department at Old Dominion University since 1997.

Ms. Janice M. Estey Instructor of Occupational and Technical Studies (Tenure Track)	\$44,000	7/25/01	10 mos
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Ms. Estey received an M.A. in History in 1994 from Wright State University and an M.S. in Textiles and Clothing, a B.S. in Home Economics and a B.A. in Communication, in 1992, 1988 and 1982 respectively, from The Ohio State University. She is currently a Ph.D. candidate in Human Ecology at the University of Tennessee. Since 2000, Ms. Estey has been a Lecturer in the Human Ecology Department at The State University of New York College at Oneonta. Prior to that she was a Graduate Teaching Associate in the College of Human Ecology at the University of Tennessee. Her rank will be Assistant Professor and the salary will be \$45,000 if all requirements for the Ph.D. are completed by August 31, 2002.

Mr. Kenneth Fitzgerald Assistant Professor of Art (Tenure Track)	\$50,000	7/25/01	10 mos
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Mr. Fitzgerald received an M.F.A. in Design and a B.F.A. in Ceramics, in 1996 and 1983 respectively, from Massachusetts College of Art. Since 1997, he has been an Assistant Professor of Art at the University of Minnesota Duluth. Prior to that, Mr. Fitzgerald was a part-time faculty member at the Montserrat College of Art, an Instructor in the Program of Continuing Education at the University of Massachusetts Lowell and a Freelance Designer and Writer in Cambridge, MA.

Ms. Dawn D. Hayden Instructor of English	\$41,000	7/25/01	10 mos
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Ms. Hayden received an M.A. in English in 1996 from Old Dominion University and a B.A. in English in 1987 from George Mason University. She is currently pursuing a Ph.D. in Rhetoric and Technical Communication from Michigan Technological University. Since 1999, Ms. Hayden has been Acting Director of the Center for Computerized Language Instruction and a Graduate Teaching Instructor at Michigan Technological University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. John Hollenbeck Assistant Professor of Educational Curriculum and Instruction (Tenure Track)	\$55,000	7/25/01	10 mos

Dr. Hollenbeck received a Ph.D. in Curriculum and Instruction in 1996 from the University of Wisconsin-Madison, an M.A. in Media Technology and Curriculum Design in 1988 from California State Polytechnic University and a B.A. in Music Performance in 1977 from California State University, Long Beach. Since 1996, he has been an Assistant Professor in the Department of Instruction Technology and the Department of Administration and Interdisciplinary Studies at San Francisco State University.

Dr. Sueanne E. McKinney Lecturer of Educational Curriculum and Instruction	\$39,000	7/25/01	10 mos
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Dr. McKinney received a Ph.D. and an M.S. Ed. (Educational Administration), in 2000 and 1991 respectively, from Old Dominion University and a B.A. in Elementary Education in 1982 from the University of North Carolina at Wilmington. Since 1998, she has been an Instructor of Mathematics Education in the Department of Curriculum and Instruction at Old Dominion University. Prior to that she was a teacher in the Norfolk Public Schools.

Dr. S. Sean Monemi Assistant Professor of Electrical and Computer Engineering (Tenure Track)	\$62,000	7/25/01	10 mos
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Dr. Monemi received a Ph.D. and an M.S. in Electrical Engineering, in 1999 and 1985 respectively, from Vanderbilt University and a B.S. in Electrical Engineering in 1980 from Alabama A&M University. Since 2000, he has been a Senior Research Associate in the Department of Electrical and Computer Engineering at Vanderbilt University. Prior to that he was a computer application and project engineer at Nashville Electric Service.

Ms. Jennifer A. Morrow Instructor of Psychology (Tenure Track)	\$49,000	7/25/01	10 mos
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Ms. Morrow received an M.A. in Psychology in 1998 from Rhode Island College and a B.A. in Psychology in 1995 from the University of Rhode Island. She is currently in the Ph.D. program in Psychology at the University of Rhode Island. Since 2000, Ms. Morrow has been a Project Evaluator-Graduate Assistant and a Research Assistant at the University of Rhode Island. Her rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by 8/31/01.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Pearl N. Moyers Visiting Associate Professor of Educational Leadership and Counseling	\$42,000	7/25/01	10 mos

Dr. Moyers received a Doctor of Education from Virginia Polytechnic Institute and State University and a Certificate of Advanced Study in Administration/Supervision, a Master of Education in Administration and Supervision, and a Bachelor of Science from Old Dominion University. She is currently an Adjunct Professor at Old Dominion University and Longwood College. From 1990-1997, Dr. Moyers was the Director of Instruction for the Lee County Public School System. This is a 3/4 time appointment.

Dr. Nora Noffke Assistant Professor of Ocean, Earth and Atmospheric Sciences (Tenure Track)	\$50,000	7/25/01	10 mos
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Dr. Noffke received a Ph.D. in 1997 from the University of Oldenburg, Germany. She received undergraduate diplomas in Geology-Paleontology and Physical Geography, in 1992 and 1986 respectively, from the University of Tübingen, Germany. In 2000-01, Dr. Noffke was a Postdoctoral Fellow in the Department of Organismic and Evolutionary Biology at Harvard University. Prior to that she was a Postdoctoral Fellow and Assistant Professor at the Institute of Geology and Paleontology at the University of Frankfurt/Main.

Dr. James Clinton Oleson Assistant Professor of Sociology and Criminal Justice (Tenure Track)	\$50,000	7/25/01	10 mos
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Dr. Oleson received a Ph.D. and a Master of Philosophy in Criminology, in 1998 and 1995 respectively, from the University of Cambridge, Institute of Criminology, and a B.A. in Psychology and Anthropology in 1994 from Saint Mary's College of California. He is currently a Juris Doctor candidate at Boalt Hall School of Law, University of California, Berkeley. Since 1995, he has been a University Lecturer in the Department of Sociology and the Department of Psychology at the University of California, Berkeley, the Department of Psychology at Saint Mary's College of California, and the University of London.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Agatha Parks-Savage Visiting Assistant Professor of Educational Leadership and Counseling	\$42,500	7/25/01	10 mos

Dr. Parks-Savage received an Ed.D. and an Ed.S. in Counseling, in 1999 and 1996 respectively, from the College of William and Mary, and an M.A. in Clinical/Community Psychology, a B.A. in Psychology and an A.D. in Nursing, in 1991, 1989, and 1987 respectively, from Norfolk State University. She has been an adjunct faculty member in Psychology at Tidewater Community College since 1991 and an Adjunct Assistant Professor in Counseling at Old Dominion University since 1999.

Ms. Leslie L. Stewart Assistant Professor of Music (Tenure Track)	\$42,000	7/25/01	10 mos
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Ms. Stewart received a Master of Music and a Bachelor of Music, in 1981 and 1975 respectively, from the University of Southern California. She has been Director of Orchestral Studies at Old Dominion University since 2000 and the Music Director/Conductor for Bay Youth Symphony since 1998. Ms. Stewart has also been the Director of Orchestral Studies at Christopher Newport University. She is a violin substitute for the Virginia Symphony.

Mr. Shawn T. Thelen Instructor of Marketing	\$50,000	7/25/01	10 mos
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Mr. Thelen received a Management Master of International Management in 1987 from the American Graduate School of International, Thunderbird Campus, Arizona and a B.S. in Business Administration in 1983 from the University of Baltimore School of Business. He is currently a Research Assistant and a Ph.D. candidate in the College of Business and Public Administration at Old Dominion University. Mr. Thelen has prepared and instructed courses in traditional classrooms as well as via distance/electronic medium at Old Dominion University. From 1996-98, he was a Peace Corps Volunteer in Nizhny Novgorod, Russia.

Ms. Temple D. West Instructor of English	\$33,000	7/25/01	10 mos
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Ms. West received an M.F.A. in Creative Writing in 1999 from Old Dominion University and a B.F.A. in Interior Design in 1978 from Virginia Commonwealth University. She has been an Instructor, an Adjunct Instructor and a Teaching Assistant in the Department of English at Old Dominion University since 1997.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Carl W. Whithaus Assistant Professor of English (Tenure Track)	\$48,000	7/25/01	10 mos

Dr. Whithaus received a Ph.D. in English in 2001 from The City University of New York, an M.A. in 1995 from New York University and a B.A. in 1992 from the University of Texas at Austin. Since 2000, he has been a Pre-doctoral Teaching Fellow at Montclair State University. Dr. Whithaus is also currently a lecturer at Stevens Institute of Technology.

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**APPOINTMENT OF ACTING ASSOCIATE VICE PRESIDENT  
FOR ACADEMIC AFFAIRS**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Dr. John P. Broderick as Acting Associate Vice President for Academic Affairs, effective August 1, 2001.

Salary: \$105,000 for 12 months

Rank: Acting Associate Vice President for Academic Affairs and Professor of English  
(with tenure)

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**APPOINTMENT OF ACTING PROVOST AND  
VICE PRESIDENT FOR ACADEMIC AFFAIRS**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Dr. David R. Hager as the Acting Provost and Vice President for Academic Affairs, effective August 1, 2001.

Salary: \$155,000 for 12 months

Rank: Acting Provost and Vice President for Academic Affairs and Professor of  
Political Science (with tenure)

**APPOINTMENT OF INTELLECTUAL PROPERTY  
AND COMPLIANCE MANAGER**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Clovia Ann Hamilton as Intellectual Property and Compliance Manager in the Office of Research and Graduate Studies, effective June 25, 2001.

Ms. Hamilton received a Juris Doctor in 1996 from John Marshall Law School and a B.S. in Civil Engineering in 1988 from the University of Illinois at Urbana Champaign. She is currently a Master of Law candidate in the Intellectual Property Law program at the University of Illinois at Urbana Champaign School of Law and a candidate in the Master of Engineering (Internet) program at the University of Illinois at Chicago. Since 2000, Ms. Hamilton has been in the Office of Technology Management at the University of Illinois, Champaign. Prior to that, she worked for the U.S. Environmental Protection Agency in the National Vehicle and Fuel Emissions Lab and the U.S. Patent and Trademark Office.

Salary: \$90,000 for 12 months

Rank: Intellectual Property and Compliance Manager and Assistant Professor

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**APPOINTMENT OF AREA COORDINATOR**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Virginia S. Kenney as Area Coordinator, Office of Residence Life, effective May 25, 2001.

Ms. Kenney received a Master of Education in College Student Personnel Administration in May 2001 from James Madison University and a B.A. in Interdisciplinary Studies with a Concentration in Education and a Minor in Business in 1998 from Virginia Polytechnic Institute and State University. Since 1999, Ms. Kenney has held positions as hearing officer, residence hall director, and orientation program assistant supervisor at James Madison University.

Salary: \$29,500 for 12 months

Rank: Area Coordinator and Instructor

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**APPOINTMENT OF STUDENT EMPLOYMENT MANAGER**  
**CAREER MANAGEMENT CENTER**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Cathy R. Moore as Student Employment Manager in the Career Management Center, effective April 2, 2001.

Ms. Moore received an M.Ed. in Adult and Higher Education in 2000 from the University of Oklahoma, a B.A. in Psychology in 1997 from the University of West Florida and a B.A. in Communication Studies/Journalism in 1996 from Western Illinois University. Since 1999, she has been a Senior Field Representative for the City Colleges of Chicago at Aviano AB, Italy.

Salary: \$36,000 for 12 months

Rank: Student Employment Manager, Career Management Center, and Instructor

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**APPOINTMENT OF ASSISTANT DIRECTOR/LIAISON TO THE**  
**COLLEGE OF ARTS AND LETTERS, CAREER MANAGEMENT CENTER**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Dana S. Quist as Assistant Director/Liaison to the College of Arts and Letters, Career Management Center, effective May 21, 2001.

Ms. Quist received a Master's of Education in Student Personnel in Higher Education in 1994 from the University of Georgia and a B.S. in Marketing and Management in 1991 from the University of Virginia, McIntire School of Commerce. She comes to Old Dominion University from PricewaterhouseCoopers where she was the Recruiting Coordinator in Management Consulting Services. Prior to that, Ms. Quist served as Assistant Director of Career Services at Davidson College and as Career Services Account Manager at the University of Virginia, Darden Graduate School of Business.

Salary: \$38,000 for 12 months

Rank: Assistant Director/Liaison to the College of Arts and Letters, Career Management Center, and Instructor

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**APPOINTMENT OF ASSISTANT DIRECTOR  
FOR INTERNATIONAL STUDENT RECRUITMENT**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Steven M. Risch as Assistant Director for International Student Recruitment in the Office of International Programs, effective July 16, 2001.

Mr. Risch received an M.S. in Education and Interdisciplinary Studies in 2001 from Western Illinois University and a B.A. in Communication Arts in 1995 from Franciscan University of Steubenville. Since 1998, he has been the Coordinator of International Student Admissions at Western Illinois University. Prior to that, Mr. Risch was an International Admissions Counselor at Franciscan University of Steubenville.

Salary: \$38,000 for 12 months

Rank: Assistant Director for International Student Recruitment and Instructor

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**APPOINTMENT OF ACADEMIC ADVISOR/ADMISSIONS COORDINATOR  
NORTHERN VIRGINIA CENTER**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Linda Lane Sheridan as Academic Advisor/ Admissions Coordinator at the Northern Virginia Center, effective April 25, 2001.

Ms. Sheridan received an M.A. in Counseling Education in 2000 from Virginia Polytechnic Institute and State University and a B.A. in Political Science and Economics in 1980 from Mary Washington College. Since 2000, she has been the Academic Advisor at the Northern Virginia Center, Old Dominion University. Prior to that, Ms. Sheridan was an Office Services Assistant at Northern Virginia Community College, Loudoun Campus.

Salary: \$50,000 for 12 months

Rank: Academic Advisor/Admissions Coordinator, Northern Virginia Center, and Instructor

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**APPOINTMENT OF BUSINESS REFERENCE LIBRARIAN**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Paul H. Showalter as Business Reference Librarian in the Perry Library, effective July 10, 2001.

Mr. Showalter received a Master's of Information and Library Science in 2001 from the University of North Carolina at Chapel Hill and a B.A. in Political Science in 1994 from Virginia Polytechnic Institute and State University. Since 1999, he has been a graduate assistant in the Walter Royal Davis Academic Affairs Library at the University of North Carolina at Chapel Hill. Prior to that, Mr. Showalter served as Business Unit Supervisor for Rubatex Corporation in Roanoke, VA.

Salary: \$33,500 for 12 months

Rank: Business Reference Librarian and Librarian I

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**APPOINTMENT OF UNIVERSITY REGISTRAR**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Mary McDonald Swartz as University Registrar, effective May 10, 2001.

Ms. Swartz received an M.Ed. in Higher Education/Administration in 1988 from the College of William and Mary and a B.A. in History in 1972 from the University of North Texas. She is currently serving as Interim University Registrar and was the Associate Registrar at Old Dominion University from 1996-2000. Prior to that, Ms. Swartz was employed as the Associate University Registrar at the College of William and Mary. She is a member of the American Association of Collegiate Registrars and Admissions Officers and the Southern Association of Collegiate Registrars and Admissions Officers.

Salary: \$67,500 for 12 months

Rank: University Registrar and Instructor

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**APPOINTMENT OF GENERAL COUNSEL  
AND SPECIAL ASSISTANT ATTORNEY GENERAL**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Rita R. Woltz as General Counsel and Special Assistant Attorney General, effective April 16, 2001.

Ms. Woltz received a J.D. in 1993 from Wake Forest University School of Law and a B.A. in English in 1984 from the University of Virginia. Since 1997, she has been an Assistant Attorney General in the Office of the Attorney General in Richmond where she served as Counsel to the Virginia Community College System and Norfolk State University. Prior to that, Ms. Woltz was In-House Counsel at the Rutherford Institute in Charlottesville.

Salary: \$98,000 for 12 months

Rank: General Counsel and Special Assistant Attorney General and Assistant Professor

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**APPOINTMENT OF ASSISTANT DIRECTOR  
CAREER MANAGEMENT CENTER**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Leslie K. Wright as Assistant Director in the Career Management Center, effective May 10, 2001.

Ms. Wright received a B.S. in Human Services Counseling from Old Dominion University in 1999 and is currently enrolled in the M.S.Ed. program in Counseling at Old Dominion University with an expected graduation in December 2001. Since 1999, she has been a Graduate Assistant working as the Resume Referral Services Coordinator in the Career Management Center.

Salary: \$35,000 for 12 months

Rank: Assistant Director, Career Management Center, and Assistant Instructor

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**EMERITUS APPOINTMENT**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the granting of the title of emeritus to the following faculty member. A summary of the faculty member's accomplishments is attached to this resolution.

**Name and Rank**

**Effective Date**

Jacob Becher  
Associate Professor of Physics

June 1, 2001

**JACOB BECHER**

Jacob Becher received a B.A. in mathematics from Rutgers University in 1957 and a Ph.D. in physics from Johns Hopkins University in 1965. He taught physics at Rutgers and Johns Hopkins before joining the physics department at Old Dominion University in 1967. While at Old Dominion, he served as director of continuing education and public service for the college of sciences.

Becher taught a variety of physics courses from the freshman level to the graduate level. He mentored a number of graduate students working on their master's degrees. Becher also led efforts to improve the quality of science instruction at the pre-college level. This work involved rigorous and imaginative training of teachers in summer programs at Old Dominion and was supported by large grants from the National Science Foundation

Becher was successful in obtaining external funding for his research and instructional programs from a variety of funding agencies during his career. He was one of the early recipients of significant grant funds at the University. The funds he received and the laboratory he established were a catalyst for the development of other research programs in the department of physics and added credibility to the departmental research program at the time the doctoral program in applied physics was being proposed. Becher published papers and technical reports and gave numerous talks at professional meetings. His papers and reports were important to other researchers and were cited in their work.

Nationally, Becher served on program review panels for the U. S. Department of Education and the National Science Foundation. He also served as a member of the U.S. Army Medical Research Advisory Committee.

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**POSTHUMOUS EMERITUS APPOINTMENT**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the granting of the title of Professor Emeritus of Urban Studies and Public Administration to Dr. Wolfgang Pindur, a former Old Dominion University Faculty member. The appointment would be effective upon the approval of the Board of Visitors.

Wolfgang Pindur received an A.B. from the Ohio State University in 1966 and an A.M. and Ph.D. in public administration/urban affairs from Wayne State University in 1968 and 1970 respectively. He joined Old Dominion University in 1974 and achieved the rank of professor in 1979.

Pindur was the founding director of Old Dominion University's Ph.D. program in urban services, and he authored more than 100 reports, articles and books about the effectiveness of juvenile justice programs. He received more than 60 grants from a wide range of local, state, and federal agencies for his research. Pindur taught master's- and doctoral-level courses in management evaluation and outcome measurement and lectured in countries including China, Japan, France, Spain, Germany, and Hungary. During his career at Old Dominion, he also served as executive director of the Graduate Center for Urban Studies and Public Administration, department chair, and associate dean.

Pindur was president of the Hampton Roads Chapter of the American Society for Public Administration and was recognized by the governor of Virginia for outstanding public service. His service to the community included organizing a 100-member multi-year strategic planning exercise for the city of Virginia Beach. He was the recipient of the Julian Hirsch Award from the American Society for Public Administration and a member of the organization's national Hall of Fame.

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**APPOINTMENT OF INTERIM ASSOCIATE VICE PRESIDENT  
FOR RESEARCH AND GRADUATE STUDIES**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Dr. Robert L. Ash as Interim Associate Vice President for Research and Graduate Studies, effective August 1, 2001.

Salary: \$147,333 for 12 months

Rank: Interim Associate Vice President for Research and Graduate Studies and Professor of Aerospace (with tenure)

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The Committee unanimously vote to recommend for approval the resolutions to rename the Institute for the Study of Minority Issues to the Institute for the Study of Race and Ethnicity and to name the Heinz Meier Garden. In response to a question by Ms. Graeber, it was noted that the naming of the Heinz Meier Garden was the result of a gift by his wife, Professor Regula Meier, in honor of her husband who served as a faculty member and dean of the College of Arts and Letters at Old Dominion University.

The following resolutions, which were brought forth as recommendations of the Academic Affairs Committee, were unanimously approved. (*Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner*)

**APPROVAL OF NAME CHANGE TO  
INSTITUTE FOR THE STUDY OF RACE AND ETHNICITY**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the request to change the name of the Institute for the Study of Minority Issues to the Institute for the Study of Race and Ethnicity effective July 1, 2001.

Rationale: The College of Arts and Letters proposed a name change for the Institute for the Study of Minority Issues for several reasons. They felt the name lacks specificity, does not communicate a clear focus, and implies a limited focus on domestic issues, not taking into account the international dimension.

Changing the name to the Institute for the Study of Race and Ethnicity will more effectively communicate the Institute's mission to internal and external constituencies. Further, it will accommodate plans to broaden the focus of the Institute to include a more specific emphasis on the African and Asian diasporas in teaching and research.

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**RESOLUTION TO NAME THE HEINZ MEIER GARDEN**

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the naming of the gardens adjacent to the Dragas International Center the Heinz Meier Garden in honor of Heinz K. Meier, former faculty member and Dean of the College of Arts and Letters.

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Provost Gora introduced Bill Swart, dean of the College of Engineering and Technology, who presented information on research and enrollment growth initiatives and results in the College. He reported on two major directions of the College, Global Engineering and e-engineering, and the Womengineering project. A packet of information about the College of Engineering and Technology was distributed to Committee members. The Committee recommended that the Board take a day to visit the enterprise centers in the College of Engineering and Technology to see first-hand some of the initiatives of the College.

In response to questions raised by Committee members, Provost Gora reported on the retention of faculty. Faculty turnover and turnover for faculty administrators for the last three years has been 11-12% each year. Regarding the remediation of freshmen, she noted that the University does not provide college-level courses for remediation. The courses provided are at the students' expense and are not for academic credit. Committee members asked for additional information about what the University does in the area of continuing education for the next meeting. Provost Gora noted that an article about the preparation of

nurses in the College of Health Sciences was at each Committee member's seat for information.

### **ADMINISTRATION AND FINANCE COMMITTEE**

The Rector called on Mr. Bouffard for the report of the Administration and Finance Committee. Mr. Bouffard reported that the Administration and Finance Committee met yesterday afternoon and held the first part of its meeting in joint session with the Academic Affairs Committee in order for the Board to hear a briefing from Acting Vice President Fenning on the proposed Operating Budget and Plan for 2001-2002. Following the joint session, the Committee voted unanimously to recommend the approval of the proposed Operating Budget and Plan for 2001-2002.

The following resolution, which was brought forth as a recommendation of the Administration and Finance Committee, was unanimously approved. (*Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner*)

### **RESOLUTION APPROVING 2001-2002 OPERATING PLAN**

RESOLVED, that upon the recommendation of the President and the Administration and Finance Committee, the Board of Visitors approves the proposed expenditure plan as displayed below and as contained in TABLE 2 of the University's 2001-2002 Operating Budget Plan.

TABLE 2  
UNIVERSITY EXPENDITURE SUMMARY  
(in thousands)

Expenditure Categories	Budget 2000-2001	Proposed 2001-2002
<u>Expenditures and Transfers</u>		
Educational Programs		
Instruction	\$81,970	\$86,369
Research & Sponsored Programs	1,534	1,877
Public Service	754	712
Academic Support	23,855	25,811
Student Services	6,486	7,173
Institutional Support	19,999	20,490
Operations & Maintenance of Plant	10,375	11,234
Scholarships & Fellowships	68,809	62,367
Transfers		
Debt Service (Mandatory)	0	0
Non-Mandatory	<u>(3,225)</u>	<u>(2,991)</u>
Total Educational Programs	<u>\$210,557</u>	<u>\$213,042</u>
<u>Auxiliary Enterprises</u>		
Expenditure	20,098	22,324
Transfers		
Debt Service (Mandatory)	5,274	5,668
Non-Mandatory	<u>1,910</u>	<u>2,108</u>
Total Auxiliary Enterprises	<u>\$27,282</u>	<u>\$30,100</u>
Total Expenditures & Transfers	<u>\$237,839</u>	<u>\$243,142</u>
Summary of University Revenues, Expenditures and Transfers		
Revenues	\$242,540	\$247,993
Expenditures and Transfers	<u>\$237,839</u>	<u>\$243,142</u>
Contribution to/(Use of) Fund Balance	\$4,701	\$4,851

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Mr. Glenn M. Loehr of the Office of the Auditor of Public Accounts, briefed the Committee on its audit for the Fiscal Year ended June 30, 2000. Mr. Loehr reported that the audit determined that the financial statements accompanying his draft report presented fairly, in all material respects, the University's financial position as of June 30, 2000, and the changes in fund balances and current funds revenues, expenditures, and other changes for the year are in conformity with generally accepted accounting principles. Mr. Loehr reported that results of their tests disclosed no instances of non-compliance with applicable laws and regulations. There were three internal control matters that were considered to be reportable conditions, but are not considered to be material. These include a recommendation that the University should evaluate current staffing levels in the Office of Finance as a result of the recent turnover in key positions and the importance of preparation/training of current staff for complying with the required implementation of new accounting and financial reporting standard effective for fiscal year 2002. The Committee discussed this recommendation and noted its appreciation to Mr. Loehr for his work and information for the Board.

A second finding noted that some University departments do not follow established procedures for reporting employee terminations, which may result in these individuals not being removed from the payroll. There were three instances of this during the fiscal year. Although the University's internal reconciliation and controls identified these situations, he noted that more efforts should be taken to assure compliance with the established procedure. The Committee discussed the finding and status of the recovery of these overpayments.

The final finding noted that, as a result of the implementation of its new administrative systems, the University did not complete the time and effort reports for employees funded by federal grants. Mr. Loehr noted that the University has since put in place this required reporting and obtained the time and effort reports for these projects.

Mr. Kevin Kattwinkel, Project Architect for Moseley Harris McClintock, reviewed the design goals, approved schematic design, and site plan, for the proposed Engineering and Computational Sciences Building. He also reviewed the project schedule which is dependent upon the reallocation of the capital funding for the project. The Committee discussed the impact on the project of the uncertainty of the restoration of the funding. This could conceivably delay the project start to as late as 2003. President Koch suggested that the best course of action is to seek from the State either restoration of the funds or authorization for bonds supported by General Funds (without a referendum).

Robert Fenning, Vice President for Administration and Finance, gave a progress report on the University Village and MagLev. He indicated that construction of the concrete columns and raker beams on the Convocation Center is approximately 70 percent complete. The contractor is currently pouring the remainder of the pile caps and floor slab and installing the precast risers and steel. Substantial completion is estimated for late August, 2002.

Production piles will soon be restarted for the parking structure and the columns, foundations and second level are being poured. Substantial completion is anticipated by Summer, 2002. The utility/infrastructure projects are on schedule.

The test track for the Maglev is open in Florida. City and state approvals have been received and the design of the guideway and stations is nearly complete. Guideway construction may begin in the next two to three weeks depending upon the receipt of appropriate insurance and performance bonds.

Rusty Waterfield, Director of Communication and Network Services in the Office of Computing and Communications Services, provided an overview of several major network infrastructure and technology support initiatives. He described the University's current network infrastructure, its phased implementation over the last five years, and plans in place to upgrade the network to meet the technological needs of the institution. He also described efforts to standardize computer resources to improve cost-effectiveness and the new Technology Support Program (TSP) to provide first-level desktop support to faculty, students and staff.

The Committee received the Investment Report from Mr. Alonzo Brandon, Executive Director of The Foundations. The Committee sought additional information on the performance of the Foundations' various funds.

At the conclusion of the Investment Report, the Committee briefly discussed a campus security matter. Finally, Mr. Deane Hennett, the University's Internal Auditor, presented his proposed FY 2001-2002 Audit Plan. The Committee accepted the proposed Audit Plan with the addition of an operational audit of the Department of Public Safety.

Following Mr. Bouffard's report, Ms. Graeber added that the University has received authorization from the City of Norfolk to put Old Dominion University lighted signage on both sides of the Maglev track that runs across Hampton Boulevard.

Reverend Paige asked about the addition of the Public Safety Department to the Audit Plan for next year. Mr. Bouffard indicated that since it's been approximately five years since the last audit and because of the University's involvement in policing and security services at Tidewater Community College and EVMS, the Committee felt that it was the right time to perform and audit.

### **INSTITUTIONAL ADVANCEMENT COMMITTEE**

The Rector called on Ms. Atkinson for the report of the Institutional Advancement Committee. Ms. Atkinson reported that Rob Gies, Past President of the Alumni Association, discussed the accomplishments of the Alumni Association over the last year. He informed

the committee that on June 9th, Katie Van Buren (class of '82) was inducted as the 2001-02 president of the Alumni Association.

John Broderick, Vice President for Institutional Advancement, distributed the most recent editions of *Quest*, the university's research magazine, and *Old Dominion University*, the alumni magazine. *Quest* had a striking cover of faculty member Ingrid Whittaker and several young children, while the alumni magazine cover featured several photos representative of President Koch's accomplishments at Old Dominion.

Ms. Atkinson indicated that Vice President Broderick has been selected as a judge for the *USA Today* Carnegie Foundation 2001 Professor of the Year competition. Tim Russert's commencement address is scheduled to be aired by C-SPAN on July 4, and the exact time will be published on the University's website when it is known. The *Virginian-Pilot's* "Best and Brightest" section included 14 high school scholars who have announced plans to attend Old Dominion in the fall, second only to UVA. The University is in discussions to host a gubernatorial debate this fall between Mark Warner and Mark Earley.

Alonzo Brandon, Executive Director of Foundations, discussed the role of the Development Office after the Capital Campaign is finalized. He mentioned that the focus of the Development Office now will be on collecting the funds.

Victoria E. Burke, Director of Publications, used a laptop computer to demonstrate the process to access the Web Policies and Guidelines, starting from Old Dominion University's home page. Karen Travis, Assistant to the Vice President for Institutional Advancement and Director of University Events and Licensing, reported on upcoming summer and fall events.

Jennifer Mullen, Associate Director of Media Relations, presented an audio tape of faculty guests on the statewide public radio program "With Good Reason." Additionally, she shared with the board members copies of the May edition of *Virginia Business* magazine, which contained two articles on Old Dominion's Career Advantage Program and the Virginia Modeling, Analysis and Simulation Center.

### **STUDENT AFFAIRS COMMITTEE**

The Rector called on Mr. Villanueva for a report of the Student Affairs Committee. Mr. Villanueva reported that the Student Affairs Committee has one action item for the Board's consideration, a proposal to change the current Student Disciplinary Policy. The current policy requires that all violations of the Honor Code, including those resulting in probation, be permanently documented on the student's transcript. All other violations of the Code of Student Conduct resulting in probation are not permanently documented, but are destroyed after five years. Under the proposed revisions, a student who has been placed on probation may appeal to the Vice President for Student Services after a three-year period to have the

notation removed from his or her transcript. Only students who have been awarded probation may petition. Those who are suspended or are dismissed are not eligible to seek relief under this provisions. Only students who have satisfied a three-year waiting period may petition. Only students who have no other disciplinary sanctions may be allowed to petition. Only cases where there is no evidence of pre-meditation may petition, and only students who have completed the University's course called "Academic Integrity Matters" taught by the Vice President for Student Services, may petition. If approved, this policy would not be retroactive, but would apply to any student found in violation of the Honor Code on or after this date.

The Rector asked what types of offenses are covered under this resolution. Vice President Burnett explained that this covers any Honor Code violation deemed to be not as severe so as to warrant suspension or dismissal from the institution. Examples include failure to footnote properly or copying another's homework, without premeditation. These are determined on a case-by-case basis.

Reverend Paige commented that this proposed revision is a good idea and gives students - particularly less mature students - who may make mistakes during their academic career, an opportunity to clear their record.

The following resolution, which was brought forth as a recommendation of the Student Affairs Committee, was unanimously approved. (*Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner*)

### **REVISIONS TO THE STUDENT DISCIPLINARY POLICY AND PROCEDURES**

RESOLVED, that upon the recommendation of the Student Affairs Committee, the Board of Visitors approves the following revisions to the Student Disciplinary Policies and Procedures, approved by the Board of Visitors on August 27, 1970 and last revised on September 14, 2000.

#### EXECUTIVE SUMMARY SUBSTANTIVE CHANGES TO THE STUDENT DISCIPLINARY POLICY AND PROCEDURES

Page 1530-7 VIII. Disciplinary Procedures, Section B 3f: Academic Dishonesty Procedures:

“All official disciplinary sanctions, including grade sanctions, which are assigned to a student as a result of an act of academic dishonesty, will be recorded on the student's official University transcript.

1. In the case of disciplinary sanction of Probation for Academic Dishonesty, a student will be given the option to petition the Vice President for Student Services to have the “Academic Dishonesty” notation removed from his/her transcript if:
  - a. Three years have elapsed since the sanction was imposed; and
  - b. the student has successfully completed the University’s “Academic Integrity Matters” Seminar; and
  - c. the student has not been found in violation of other Honor Code infractions during the student’s tenure at the University
  - d. there is evidence that the academic dishonesty was not a premeditated act.
2. Students may not utilize the grade forgiveness policy petition to retake the class in which the academic dishonesty occurred.
3. The Vice President for Student Services will notify the petitioner of his/her decision within three weeks of the receipt of the petition.

***Rationale:*** *NOTE: The notation of Academic Dishonesty is a permanent notation on the academic transcript and in the cases of “suspension” and “dismissal” never disappears and remains permanently on the transcript. The disciplinary sanctions of suspension and dismissal are not appealable. The notation of “Probation” is defined, by the University’s Disciplinary Policies and Procedures as follows: “Disciplinary probation serves as a warning to the student that future violations of the Code of Student Conduct may result in more serious sanctions...”*

This revision to the policy would afford the faculty, the hearing officer and appeal panel members the option of imposing a sanction of probation for more minor infractions without permanently stigmatizing the student.

Only those students with no other violations and who have performed the terms of the sanction will be eligible for consideration well under this change. The new seminar, “Academic Integrity Matters,” is an ethics course taught by the Dean of Students, which addresses ethical basis for making decisions, and the value of a strong personal ethical code.

*This policy revision is not meant to be retroactive.*

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Mr. Villanueva reported that the second action item for the Board’s consideration is a committee recommendation for a second alternate student representative to the Board. The

Student Affairs Committee recommends Barbara Coot as the 2001-2002 second alternate as student representative to the Board of Visitors..

The resolution, which was brought forth as a recommendation of the Student Affairs Committee, was unanimously approved. (*Atkinson, Bouffard, Cheng, Graeber, Hamm, Hilgers, Lechler, Paige, Villanueva, Wagner*)

Other business before the Committee included a report on hazing and a review on the University's policy dealing with hazing behavior, a new program on fraternity and sorority accreditation, and a briefing on the University's continuing efforts to reduce illegal and irresponsible alcohol consumption by students. This year several additional interventions have been used, including a "Secret Shopper" program.

## **OTHER COMMITTEE REPORTS**

### **PRESIDENTIAL TRANSITION COMMITTEE**

The Rector called on Ms. Graeber for a report of the Presidential Transition Committee. Ms. Graeber reported that the Board of Visitors ad hoc Presidential Transition Committee met on Friday, May 25<sup>th</sup>. The chair called on the Rector who shared his views on priorities of setting up meetings with Dr. Runte to meet various outside areas/communities. For example, Mrs. Tucker should introduce Dr. Runte to the Civic League Presidents of the neighborhoods surrounding the Old Dominion University campus. In addition, African-American leaders should be invited to the President's House.

The Chair asked Mrs. Tucker to work with Mr. Wagner to not only introduce Dr. Runte to the African-American leaders but also the Filipino-American and all minority communities. Mr. Villanueva should be included in that group and board members should also be invited to these functions as well as the student representative to the Board, Mike Arendall.

Mr. Diamonstein and Mr. Dragas will be asked to introduce Dr. Runte to the downtown Norfolk Business leaders. The Rector commented, however, that the first priority should be to arrange a trip to Richmond where he would escort Dr. Runte to meetings with Richmond leaders. He will make the contacts and schedule the appointments. Mr. Broderick will introduce Dr. Runte to the area legislators.

The chair outlined the schedule of activities associated with the Inaugural and asked Ms. Costulis to check to see if the Board will be invited to the SACLANT event, which she believes to be the case. Dr. Runte explained that, in lieu of a gift to commemorate the inaugural, VIPs will be given a copy of a bookplate that is being placed in a book in the Perry Library in their honor. In addition, everyone in attendance at the Inaugural will receive a small commemorative metal bookmark designed with the Old Dominion University seal

noting the date of the Inaugural. This will be placed on every chair at the ceremony. Dr. Runte also reviewed possible honorary degree candidates.

Ms. Costulis reviewed the President's schedule of events beginning in August and running through September and October when the President traditionally entertains campus groups at the President's House. Dr. Runte has indicated that she would like to maintain these traditions. She also listed the major events that are normally done at the President's House throughout the year. Dr. Runte indicated that she would like to host a dinner at the President's House for the Board of Visitors on Friday evenings when the Board meets for their quarterly meetings.

Ms. Costulis indicated that the everything is in place for the minor renovations to be made to the President's House before Dr. Runte's arrival on June 26<sup>th</sup>.

Dr. Runte expressed her appreciation to the Committee, to President Koch and to the staff for all of their efforts in making her transition a success. Her introductions to the internal and external constituents of Old Dominion has allowed her to prepare well for her arrival on campus in June.

Mrs. Mary Haddad brought a confidential list of Chesapeake business leaders and she will get a similar list for Suffolk. She will work with Alonzo Brandon in making those introductions. Ms. Atkinson will be responsible for introducing Dr. Runte to the Virginia Beach community, and Mrs. Doumar will take the lead in introducing Dr. Runte to the Arts community. Ms. Costulis was asked to provide copies of Mrs. Haddad's list to Mr. Kelley, Mr. Brandon, Ms. Tucker and Mrs. Graeber. She will also distribute Mrs. Atkinson's Virginia Beach list to the same people once it has been received.

Mr. Kelley suggested to Dr. Runte that he host small dinner parties in his home in order for her spend more time with various community leaders in a more relaxed, intimate setting. Dr. Runte and Ms. Graeber both agreed that this was a wonderful idea. Mr. Kelley will work with Ms. Costulis to schedule those events later in the semester.

Since the Committee met, Ms. Atkinson has made an appointment for Dr. Runte to meet with the executive committee of the Virginia Beach Vision and has provided the University with it's membership list.

At the conclusion of her remarks, Ms. Graeber clarified at the request of Rev. Paige that the Inauguration will be held in conjunction with the annual Founders' Day celebration.

## **BYLAWS REVIEW COMMITTEE**

The Rector called on Dr. Hilgers for a report of the Bylaws Review Committee. Dr. Hilgers commented that the memorandum he sent prior to the meeting along with a current draft of the Bylaws outlines the proposed revisions based on feedback from the Office of the Attorney General (OAG) and recommendations received from board members and President Koch. Once the Bylaws have been revised and approved by the Board, the Bylaws Review Committee will undertake a review of the Board's policies and procedures during this next academic year.

Dr. Hilgers reviewed suggested revisions that were discussed at the retreat. These included: changing the quorum of the Board from five members to a majority (requires a change to the *Code of Virginia*), status of Emeritus Visitors, frequency of external evaluations/institutional reviews, formal vs. informal evaluations of the President, and the possibility an independent external audit (since the APA conducts these, this was determined not to be necessary).

The Board also expressed concern at the Retreat that procedures should not be included in the Bylaws. As a result, parliamentary procedures were removed from the Bylaws, but some procedures have remained on the advice of the OAG because they were deemed to be critical to the responsibilities of the Board. A new section has also been added which addresses responsibilities of the Board, also at the recommendation of the OAG.

The General Counsel's comments regarding the status of minutes as public documents have been incorporated and will be included in the policies and procedures. Details were added to the section on the Assistant Attorney General to reflect that this position works in support of, but not for, Old Dominion University.

The status of the voting status of non-members serving on Committees was clarified by the OAG. The Code of Virginia mandates that they cannot be voting members; they can serve in an advisory role only.

The authority of the President as spokesman for the University for items outside of the mission of the institution is still under discussion with the OAG.

The section on the Board's relationship with the Foundations was removed from the Bylaws because the arms-length legal relationship between the Board and the Foundation should be maintained on advice of the OAG. Therefore, this issue will remain in the Policies and Procedures and the OAG will assist in the wording of the policy. The chairs of the Foundations will also be consulted when this policy is revised.

Based on additional comments by the OAG and the Board, a fourth draft will be written and distributed to the Board.

Ms. Atkinson asked why the wording of Section 3.05(a) regarding exclusion of student board members from certain discussions was changed from “shall” to “may.” Dr. Hilgers advised that this was at the suggestion of the OAG, which leaves it open to the discretion of the Board.

Ms. Atkinson also questioned whether the 10 working-day deadline for distribution of the minutes provided adequate time to the board secretary in which to prepare them. Ms. Meeks indicated that it is difficult to meet that deadline since professional transcribers require at least two weeks to transcribe the tapes, and therefore she has been transcribing them herself. By giving her additional time, she can utilize the services of a professional transcriber. It was decided that this deadline would be increased to 15 working days.

Ms. Atkinson commented that the phrase “without undue influence by the Board officers or the University President” contained in Section 5.03 seemed unnecessary. Dr. Hilgers indicated that this language was suggested by several board members.

Mr. Wagner asked for the rationale for changing the formal review of the president by an outside evaluator from every four years to every three years. Dr. Hilgers stated that the change is an attempt to address turnover on the board. President Koch commented that three years may be too often, especially if the Board has just completed an institutional review. He suggested that the second paragraph of Section 7.01(f) be eliminated and the following sentence be added to the first paragraph: “The Board may use an outside evaluator appointed by the Board.” This leaves it at the discretion of the Board as to how often to conduct this kind of evaluation.

Ms. Graeber thanked Dr. Hilgers for his efforts in this regard. Rector Kelley also expressed his appreciation to Dr. Hilgers.

## **OLD BUSINESS**

Budget - The Rector asked Dr. Hilgers to report on his views of the current budget situation in Richmond. Dr. Hilgers reviewed the situation which led to the budget impasse. It is not known to him whether budget discussions will resume in July when the General Assembly meets to discuss redistricting. Most of the discussions so far have focused on the retroactive enactment of the budget when the General Assembly convenes in January. Given that this upcoming session is a long session at which time the 2002-2004 biennial budget will be considered at length, it is unlikely that any resolution will occur until March, 2002.

In response to a question by the Rector, Dr. Hilgers indicated that the General Assembly has \$400M in additional revenue to spend, with the 70 percent car tax reduction, but the Governor does not have the authority to allocate any of that funding.

Mr. Bouffard asked if the legislators appreciated the impact that the budget impasse has had not only on the University but on the morale of all state employees. Dr. Hilgers responded that while they appreciate the impact of the impasse, they had to balance the interests of special interest groups against the interests of the Commonwealth's citizens at large.

Mr. Villanueva emphasized the importance of board members taking an active role in bringing Old Dominion's case to the legislators and gubernatorial candidates prior to the 2002 General Assembly. Ms. Graeber urged that this be done sooner rather than later, since the legislative calendar is usually set by October. Dr. Hilgers concluded his remarks by commenting that there is very strong support for Old Dominion University among the area legislators as well as across the State.

### Board Calendar

The Rector opened up for discussion the scheduling of two-day board meetings. While the Friday/Saturday schedule may be more convenient for board members who have difficulty being away from their professions on two week days, concern has been expressed by some board members with the scheduling of meetings on Saturdays when they would rather spend time with their families. Dr. Hilgers provided some historical background, indicating that in the 1980s the Board met for two days on Thursdays and Fridays. In addition, at its retreat in January, the Board agreed to try the Friday/Saturday schedule on a trial basis for this meeting. He emphasized that the two-day schedule was for the purpose of having more time to meet in committees, yet the committee's still did not have enough time to conduct business under yesterday's schedule.

Mr. Bouffard discussed his difficulty with taking two days of the week away from his business. Rev. Paige endorsed the two-day schedule, but asked that the board members understand that personal and professional demands will necessarily conflict with meetings from time to time for each of the members. But the reason for changing to a two-day schedule was to allow more time to discuss issues and to interact.

Ms. Atkinson suggested that the Board keep the two-day schedule, but instead begin with the first set of committees on late Thursday afternoon, followed by a social event that evening (whether it is a special events, a sporting event or a dinner), and concluding with the second set of committee meetings on Friday morning and the full Board meeting on Friday afternoon.

The Board agreed to try a Thursday/Friday schedule in September, beginning at 3:00 p.m. on Thursday and for a full day on Friday, at which time they will discuss when future meetings will be held. The Rector will talk with the board members who are not here today to make sure they are comfortable with this approach and will communicate the schedule with enough lead time for the staff to take care of the logistics.

With no further business to be discussed, the meeting was adjourned.