

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
April 11, 2003

MINUTES

The Board of Visitors of Old Dominion University met in regular session on Friday, April 11, 2003, at 1:15 p.m. in the Board Room of Webb University Center on the Norfolk campus. Present from the Board were:

Frank Batten, Jr., Rector
Nancy P. Cheng
Kendra M. Croshaw
Beverly B. Graeber
Mary C. Haddad
James A. Hixon
Walter D. Kelley, Jr.
Prabhav Maniyar
Ross A. Mugler
Moody E. Stallings, Jr.
Joel R. Wagner
Patricia M. Woolsey

Absent were:

Henry P. Bouffard
William M. Lechler
Anthony C. Paige
Scott D. Pattison
William E. Russell

(Dr. Russell was present for standing committee meetings and the presentation on tuition and fees, but was unable to attend the afternoon meeting.)

Also present were:

Roseann Runte, President
Oktay Baysal
Alonzo C. Brandon
Jerome Brincker
John R. Broderick
Dana D. Burnett
Betty Diamond
Lynn Farrugia
Robert L. Fenning
William R. Fisher

Shirley Glover
William Graves
Thomas L. Isenhour
Janet Katz
Lauren Marsh (*Student Representative*)
Donna W. Meeks
Jennifer Mullen
Rose-Marie Nsahlai
Michael Overstreet
Bruce Rubin
Page A. Stooks

CALL TO ORDER AND APPROVAL OF MINUTES

Rector Batten called the meeting to order at 1:20 p.m. and asked if there were any changes to the agenda. There were none. He then asked for approval of the minutes of the regular meeting held on December 13, 2002. Upon a motion made by Mr. Mugler and seconded by Mr. Hixon, the minutes were approved unanimously as distributed by all members present and voting. *(Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey)*

RECTOR’S REPORT AND REPORT OF BYLAWS REVIEW COMMITTEE

Resolution of Appreciation - The Rector presented a Resolution of Appreciation for Rita Woltz. Upon a motion by Mr. Mugler and seconded by Ms. Haddad, the following resolution was unanimously approved by all members present and voting. *(Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey)*

RESOLUTION OF APPRECIATION

Rita R. Woltz

WHEREAS, Rita R. Woltz was appointed General Counsel and Special Assistant Attorney General at Old Dominion University on April 16, 2001; and

WHEREAS, prior to arriving at Old Dominion, Ms. Woltz served as an Assistant Attorney General in Virginia’s Office of the Attorney General for four years; and

WHEREAS, while serving as Assistant Attorney General, Ms. Woltz worked in the Health and Mental Health Section, the Opinions and Local Government Section, and the Education Section, where she served as Counsel to the Virginia Community College System and Norfolk State University; and

WHEREAS, Ms. Woltz received her Bachelor’s degree from the University of Virginia in 1984 and her Juris Doctor degree from Wake Forest University School of Law in 1993; and

WHEREAS, during her tenure at Old Dominion, Ms. Woltz provided timely and excellent legal services in a proactive manner to the entire University community; and

WHEREAS, these services included representation in litigation and grievance hearings, contract review, review of policies and procedures, consultation on the application of the Fair Labor Standards Act and other federal and state statutes, and assistance to the Board of Visitors and the administration on the application of the Virginia Freedom of Information Act; and

WHEREAS, Ms. Woltz was involved in negotiating agreements among the University, the City of Norfolk and the Old Dominion University Real Estate Foundation in support of the University Village project, often under very tight deadlines; and

WHEREAS, Ms. Woltz's presence at Old Dominion will be sorely missed by the Board of Visitors and her colleagues at the University as she embarks on a new chapter in her career.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Visitors and the President express their sincere appreciation to Ms. Rita R. Woltz for her devoted service to Old Dominion University and wish her great success in the future.

BE IT FURTHER RESOLVED, that these words be spread upon the minutes of the Board of Visitors and that an appropriately framed resolution be presented to Ms. Woltz.

Bylaws Review Committee Report - The Rector indicated that the Bylaws Review Committee met in February to discuss four proposed policies, and brings two forward today for the Board's consideration. In response to a question by Ms. Graeber, Mr. Batten indicated that he, Ms. Cheng, Ms. Croshaw and Rev. Paige serve on the Bylaws Review Committee, and Messrs. Kelley and Lechler also attended and participated in the Committee's meeting on February 26th.

The Rector presented the resolution to revise Policy 1102, Communications with the Board of Visitors, as a recommendation of the Bylaws Review Committee. The following resolution was unanimously approved by all members present and voting. (*Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

**RESOLUTION TO REVISE POLICY 1102: COMMUNICATIONS
WITH THE BOARD OF VISITORS**

RESOLVED, that upon the recommendation of the Bylaws Review Committee, the Board of Visitors approve the revisions to Policy 1102: Communications with the Board of Visitors, initially approved by the Board of Visitors on June 15, 1972 and subsequently revised on February 11, 1983; September 16, 1983; and June 20, 1990. Proposed revisions are noted with stricken or bold/underlined text.

NUMBER: **1102**

TITLE: **Communications With the Board of Visitors**

APPROVED: **June 15, 1972; Revised February 11, 1983;
Revised September 16, 1983; Revised June
20, 1990; Revised April 11, 2003**

1. It is the policy of the Board of Visitors that there shall be useful exchange of information between the Board and the various **university** constituencies ~~served by the university~~. **The Board believes that it is important to have opportunities to hear from the many constituencies involved and interested in the work of the institution.**

(a) Communication with the students and faculty is particularly important. The Board shall invite formal student and faculty input and engage in informal conversations concerning issues before the Board when appropriate.

(b) The Board may meet with any other university constituencies. The Board shall determine the nature, scope, and scheduling of such meetings.

2. The purpose of this policy is to enable the Board to make informed judgments in taking actions that affect the governance of the university. To that end, the president, as chief executive officer, is charged with the responsibility of maintaining communication between the Board and the various university constituencies, including faculty, staff, students, alumni, and members of the communities served by the university, as appropriate.

~~2.3.~~ The president **also** is expected to inform the Board in an accurate and timely fashion of the views of various university constituencies and to apprise and educate the Board concerning significant issues, opportunities, achievements, and concerns that have or will confront the university and those constituencies. To aid in that process **and in addition to authorized representatives selected by the Board (see section 1104)**, the president is encouraged to invite, ~~other members of the university community to attend and participate in meetings of the Board or its committees.~~ The president, in choosing representatives of constituencies to participate in meetings, may select representatives from existing support organizations now serving the University, such as:

- Faculty Senate
- Student Senate
- Alumni Association
- University-affiliated Foundations

~~In addition, when relevant and appropriate, the president may, from time to time~~ **when relevant and appropriate, arrange for other informed faculty, staff, students, alumni, benefactors, friends, and interested parties to present views to the Board or its committees when recognized by the Rector or Committee Chair.**

~~3.4.~~ Members of any university constituency who desire to make their views known to the Board on a particular issue should request the president to present those views to the Board, or request the president to provide them with the opportunity to do so in person at a future meeting of the Board or one of its committees. It is within the discretion of the president to determine the most appropriate way for those views to be communicated to the Board.

~~4.5.~~ In order to ensure that the Board is conversant with the wide variety of issues, opportunities, achievements, and concerns that exist in the university community, the president is encouraged to provide the Board with broadest possible exposure to University life. In addition to the foregoing, this may be accomplished by presentations by members of the university community at the meetings of the Board or its committees, and on-site meetings or informational sessions held in a variety of university facilities and locations, both on and off the main campus.

6. This section shall not be interpreted to discourage the free discussion by University and Foundation personnel, faculty, alumni, and students regarding public or personal matters with Board of Visitors members. Nothing in this section shall be construed to prohibit the gathering or attendance of two or more Board members with members of the University community at any place or function where no part of the purpose of such gathering or attendance is the discussion of public business, and such gathering or attendance was not called or prearranged with any purpose of discussing or transacting any public business.

The Rector then presented a resolution to adopt new Policy 1107, Board of Visitors Meeting Scheduling and Procedures, as a recommendation of the Bylaws Review Committee. The following resolution was unanimously approved by all members present and voting. (*Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

**RESOLUTION TO APPROVE POLICY 1107: BOARD OF VISITORS
MEETING SCHEDULING AND PROCEDURES**

RESOLVED, that upon the recommendation of the Bylaws Review Committee, the Board of Visitors approve Policy 1107: Board of Visitors Meeting Scheduling and Procedures.

NUMBER: **1107**

TITLE: **Board of Visitors Meeting Scheduling and Procedures**

APPROVED: **April 11, 2003**

1. It is the Policy of the Board of Visitors that the following regular meeting scheduling and procedures shall be followed consistent with the Board of Visitors Bylaws.
2. Scheduling. Regular and Executive Committee meetings shall be scheduled one year in advance with care being taken to avoid significant events which may preclude the attendance of a large number of Board members (i.e.; national holidays, school openings and closings).
3. Order of Business. In accordance with §4.06. of the Board of Visitors Bylaws, the order of business shall be as follows, unless modified by the Rector with the approval of the Board.

Convene Meeting
Approval of Meeting Agenda
Motion for Closed Session, if any
Reconvene in Open Session
Approval of Minutes of Previous Meeting

Rector's Report
President's Report
Reports of the Executive Committee (regular meetings only)
Reports of Standing Committees
Reports of Special Committees
Reports of Representatives to Affiliated Foundations
Reports of Invited Representatives, if any
Call for Unfinished Business
Call for New Business
Adjournment

4. Agenda Process. In accordance with §4.06. of the Board of Visitors Bylaws, matters to be placed on the Board's regular and special meeting agenda and requests for public comment shall be brought to the attention of the Rector or the President in writing at least 15 days in advance of the meeting at which the issue is to be addressed or public comment accepted. The purpose of the agenda process is to ensure that: only relevant issues requiring Board action are identified; that items brought before the Board have been fully analyzed and briefed; and that issues requiring Board action contain alternative recommended courses of action, if possible, to be considered for approval.
- a. As part of this process, the Rector shall consult with his/her active committee chairs, Board representatives, and staff, and consider written requests of interested parties. The President shall consult with his/her principal staff, Deans, other appropriate parties, and consider written requests. Based on these consultations, the Rector and President shall then set the agenda.
 - b. Chairs of standing committees shall set their respective committee agendas with the Vice President responsible.
 - c. Reports of invited representatives and anticipated issues or resolutions requiring Board decisions under unfinished and new business and the point or points during the meeting where public comment will be accepted and will be specified in the published pre-meeting agenda. Such agenda shall be distributed to all Board members at least seven days prior to each regularly scheduled Board meeting.
 - d. Supplementary agenda items originating after distribution of the pre-meeting agenda shall be provided to all Board members as soon as they are identified and may be considered if confirmed by a majority of the voting members of the Board.
 - e. The following agenda items, some of which may be introduced through committee action, may be considered during the regular meeting specified, or at other meetings when appropriate.

Summer (Normally in September)

Election of Board officers (even years)	Board
Presidential Evaluation & Compensation Report	Board Committees
President's Annual Goals and Objectives Report	President
Operating & Capital Budget Report	Admin. & Finance VP
Biennium Budget Request Report (odd years)	Admin. & Finance VP
Honorary Degree Report	Provost

Fall (Normally in December)

Appointment of Presidential Evaluation Comm. for 3 yr. comprehensive reviews	Board
Appointment of Institutional Review Comm. for 6 yr. reviews	Board
Legislative Budget Amendments Report	President/Admin & Finance VP/ Inst. Adv. VP

Winter (Normally in January)

Board Retreat & Self Evaluation	Board & Administration
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Spring (Normally in April)

Election of Nominating Committee	Board
Appointment of Presidential Evaluation Comm. for annual reviews	Board
Board Budget Report	Vice Rector
University Budget Initial Report	Admin. & Finance VP
Tuition & Fees Report	Admin. & Finance VP
University Capital Budget Request Report (odd years)	Admin. & Finance VP
Honorary Degree Report	Provost
Faculty Tenure Report	Provost

Annual (Normally in June)

President's Annual Report	President
Nominating Committee Report	Nominating Committee
University Operating Budget & Plan	Admin. & Finance VP

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

5. Public Comment. Public comment shall be taken upon request of interested parties to an agenda issue. The request must be justified in writing via the President to the Rector and submitted at least 15 calendar days before the meeting at which the issue is to be addressed or public comment accepted. The points at which public comment will be accepted shall be specified in the published meeting agenda.
6. Closed Meetings. While convened in closed meetings, board members must be confident that they may engage in full and open discussion of legitimate closed meeting topics without fear or concern that comments or statements made therein will be revealed or disclosed outside the presence of the convened body. All board members and invited guests present during closed meetings should be mindful that the confidentiality of discussions is dependent on informed recognition of the confidential and potentially sensitive nature of such dialogue. Disclosure of information or documents including “working papers,” revealed or discussed in closed meetings represents a breach of the confidentiality on which board members are legitimately entitled to rely. Additionally, unauthorized disclosures of closed meeting information could have the effect of inhibiting subsequent closed meetings.
7. Voting.
 - a. The authority of the Board rests in its majority, therefore, Board voting on issues or candidates for a position shall require a majority of votes cast, versus a plurality, to pass a motion or elect an officer or representative, except where otherwise specified.
 - b. In cases where there are more than two choices, the following shall apply. If on the first ballot, no choice receives a majority, the one receiving the smallest number of votes shall not be considered on the next ballot, provided that at least two choices remain on the ballot. This shall continue until a choice has received a majority of the required vote. Should two or more choices receive the same number of low votes and the total of these two choices when combined with any one other member’s vote not constitute a majority, then the choices receiving the same number of low votes shall be eliminated. Should the total of the same number of low votes received by two or more choices when combined with any one other member’s vote constitute a majority, then no member shall be eliminated and the balloting shall continue. Should more than one ballot be required, the proponent of each choice shall be allowed one minute to address the membership before the next ballot.
 - c. The Virginia Freedom of Information Act (Title 2.2, Chapter 37 of the *Code of Virginia*) precludes voting by secret ballot. However, voting procedures, using paper ballots for considering more than two alternatives, can include written responses provided such written responses are legibly signed by the voting member of the Board and duly recorded in the Board minutes so that they may not be considered secret ballots.
8. Meeting Minutes. Minutes should record action taken, policies adopted, resolutions passed, and discussions by the Board. Minutes shall be taken at all open regular, special, working session, retreat, and committee meetings as prescribed by the Freedom of Information Act

(Title 2.2, Chapter 37 of the Code of Virginia). These minutes, including draft minutes, and all other records of open meetings, including audio or audio/visual records are public records and subject to the provisions of the Freedom of Information Act. Audio recordings shall be retained for three years and shall be available to the public. Minutes or audio recordings of closed meetings may be taken at the discretion of the Board by an approved motion to do so. Minutes of closed meetings, including drafts and audio or audio/visual records, are not public records and are protected by the Freedom of Information Act. Additionally, the Board shall make audio recordings of all electronic communication meetings.

9. Draft Minutes. Draft minutes are considered public documents under the Freedom of Information Act. Since they are papers designed to produce a finished document and may be incomplete or incorrect, they shall be clearly marked as drafts, handled with care, and destroyed when the minutes are approved. Draft minutes shall be circulated to all board members within fifteen working days of the meeting. Exceptions to the foregoing rule due to lengthy or complex meetings may be considered on a case-by-case basis by the Rector. If there are substantive errors, the draft minutes may be corrected by members by making a motion to correct the minutes on the agenda for the next regular meeting of the Board. Typographical type errors can be forwarded to the Secretary for correction.

The Rector also discussed with the Board two proposed policies that were not approved by the Bylaws Review Committee. The first, a revision to Policy 1104, Representatives to the Board of Visitors, which would provide for a faculty representative to the Board, was discussed extensively by the Committee and was not recommended for approval. Mr. Batten commented that there has been considerable disagreement among Board members on the merits of having faculty representation. Additionally, the Board's action may eventually be preempted by actions of the General Assembly. In a response to a question by Mr. Stallings, Mr. Batten stated that one of the reasons against having a faculty representative on the Board was a concern about potential conflict of interests, since the Board is ultimately the faculty's employer.

As an interim measure, President Runte has suggested that non-voting faculty representatives be invited to each of the four standing committees and the Executive Committee. She indicated that this was requested by the Faculty Senate and the Senate has suggested individuals to serve on each of the committees. These representatives are Faculty Senate members and represent almost every college. In addition, the representation would be such that a member of the business faculty, for example, would not serve as a representative to the Administration and Finance Committee but would be a member of a non-related discipline.

The Board discussed the proposed alternative. Messrs. Hixon and Wagner expressed their support of taking this interim step. Ms. Woolsey expressed concern with the issue of having representatives to the Board or its committees, but if representatives are to be chosen by the Faculty Senate, she suggested that the Senate be mindful of gender issues. Student representative Lauren Marsh recommended that faculty representatives be chosen in the same way that the student member is chosen; that is, selected from a pool of candidates, rather than having those individuals named by the Faculty Senate. Ms. Cheng asked how the Faculty Senate is formed and Provost Isenhour indicated

that senators are elected as representatives from each of the academic colleges from among their peers. Ms. Graeber asked if the Chair of the Faculty Senate would automatically become the faculty representative to the Board should it ever become mandated by the State, and the Rector responded that the representative would be chosen by the Board. Mr. Maniyar asked how other universities have handled this issue and President Runte stated that Virginia Tech and Radford University have faculty representatives to the Board.

Mr. Mugler made a motion that the Board approve adding one non-voting faculty representative to each of its standing committees and the Executive Committee, as selected by the Board, beginning July 1, 2003. Mr. Stallings seconded the motion. After further discussion, during which the Rector expressed his concern about voting on this issue today without further consideration and discussion, Mr. Mugler withdrew his motion. The Rector referred the issue to the Academic and Research Advancement Committee for consideration, asking that a recommendation be brought to the Board at its meeting in June.

At the conclusion of his formal report, the Rector invited four students to introduce themselves. President Runte indicated that these students are enrolled at Old Dominion University through the TELETECHNET program and are based at Patrick Henry Community College. This visit is the first time they have seen the Norfolk campus. The students were Sonya Carter, Frank Tatem, Sharon Clark and Christy Reynolds.

PRESIDENT'S REPORT

The Rector called on President Runte for her report. President Runte characterized this past year as a time of low stakes and high risk as well as a year of significant team effort. She summarized the University's successes during the General Assembly session in receiving appropriations in support of the new Engineering and Computational Sciences Building and the Paul D. Camp TELETECHNET site, and to mitigate losses of additional funding, despite the current budget shortfall. She also reviewed the University's success in receiving Federal funds in support of Maglev and bioelectrics.

The President reviewed the University's efforts in the area of enrollment including Scholarship Day which brought 400 top-ranked high school students to campus. She indicated that over 10,000 applications have been received to date, which is 4% higher over the number of applications received at the same time last year, and 13% higher than those received at the same time two years ago. Some 3,500 new students are expected at Old Dominion in the fall.

President Runte recognized Vice President Ash for his work with the Wright Flyer which has received a considerable amount of press, as well as his efforts on behalf of Maglev. She announced that she was just informed that *Quest* magazine received the Crystal Award from the National Communicators Association, its highest honor. In addition, the Admissions Viewbook and the alumni magazine have received awards of distinction this past year. The President then distributed a new publication announcing the University's proposed Research Park and commented that the administration strives to produce quality publications marketing its programs in a cost efficient manner. She also stated that she, the vice presidents and the deans have all been very active in giving public speeches and presentations.

Recent success stories include awards bestowed upon faculty members Cynthia Jones and Sheri Reynolds and TELETECHNET student Linda Wolfe. Noteworthy events also include the Batten's very generous gift of \$32 million, the recent Film Festival that brought 3,600 guests to the campus, targeted alumni meetings, a very successful basketball season, and two days spent in Washington, DC to further the University's research efforts. On a sad note, long-time staff member Martha Lacey from the Department of Human Resources recently passed away.

Major issues currently confronting the administration include the operating budget and enrollment projections, which will be shared with the Board at its meeting in June; the financial campaign which the Board will hear about in more detail at the end of today's meeting; building a culture of, and conditions for, success; and building the University Village.

President Runte concluded her report by inviting Board members to Old Dominion University Night sponsored by the Virginia Festival and selected restaurants along Granby Street. Members of the ODU community will receive discounted tickets to the screening of the 1931 film *Dracula* accompanied by Philip Glass and his quartet as well as free and discounted food and drinks at participating restaurants.

Ms. Woolsey asked President Runte about the letter from college and universities presidents that recently appeared in *The Washington Post*. President Runte indicated that last January the college and university presidents agreed to publish a letter reminding the citizens of the importance of higher education, and it was sponsored by the Virginia Business Higher Education Council. She commented that she was not sure the timing was the best in publishing it immediately following the adjournment of the General Assembly session, especially since many legislators worked very hard in support of higher education. She has not received any feedback as the result of its publication in all of the major Virginia newspapers.

Mr. Stallings asked about the CHANCE Program. President Runte indicated that the funding to continue the program was cut; however, the University has applied for grants and, if received, the program could perhaps be reinstated.

Ms. Graeber asked about the visiting TELETECHNET students. Lauren Marsh indicated that she has acted as the liaison with the TELETECHNET students and has been hosting students on campus from each of the TELETECHNET sites. Last week students from Lord Fairfax Community College visited. These visits include a tour of the campus and a reception and tour at Gornto. Ms. Marsh suggested that future student representatives to the Board of Visitors continue to serve as the liaison to TELETECHNET students. Vice President Burnett also has been visiting the various distance learning sites and he commented that there is a lot of enthusiasm for TELETECHNET and Old Dominion University around the state as a way to provide access to higher education that citizens otherwise would not have. One of the visiting students also indicated that an Old Dominion University student taking classes from the Patrick Henry Community College site was recently named Miss Wheelchair Virginia.

Ms. Haddad asked about the seminar for college presidents that President Runte had mentioned at the last Executive Committee meeting. President Runte indicated that this event is being planned for the end of May and she will send details to the Board members as soon as plans are more concrete.

REPORTS OF STANDING COMMITTEES

INSTITUTIONAL ADVANCEMENT COMMITTEE

The Rector called on Mr. Maniyar for the report of the Institutional Advancement Committee. Mr. Maniyar reported that Vice President Broderick shared with the Committee several of Old Dominion's latest publications, including the alumni magazine and *Quest*, the research magazine. He mentioned that the magazines consistently rank among the best in the country and he has had very positive feedback from alumni on previous issues.

Vice President Broderick also shared with the Committee several outreach activities on which President Runte and he partnered to further the University's reputation with other college presidents. April is the month college presidents rate institutions for *U.S. News & World Report's* college ranking system.

Ms. Katie Van Buren, past president of the Alumni Association, told the Committee that the Alumni Association Board of Directors has approved funding to renovate the Public Safety Building into an Alumni Center. She then introduced Mr. Barry Moss from Tymoff+Moss Architects, who gave a detailed presentation on the renovation project. Mr. Mugler asked that the renderings of the new center be shared with the entire Board.

Alonzo Brandon, Executive Director of Foundations, reported that the unofficial grand total to date for the Capital Campaign is \$45,380,121. He also discussed future plans for the upcoming quarter.

Vice President Broderick and Elizabeth Wallace, Governmental Relations Coordinator, detailed Old Dominion University's non-legislative resolution with Hampton Roads members of the General Assembly. The purpose of the resolution is to bring attention to the severe funding discrepancy among Virginia's institutions of higher education.

Alice McAdory, Director of Admissions, presented statistical information about admissions applications for fall 2003. The total number of applications increased 4.1% from fall 2002 to fall 2003. Freshman, transfer and graduate applications have increased, with the most significant increase in graduate applications.

Jennifer Mullen, Director of Media Relations, showed a collection of video clips of Old Dominion experts, research and projects featured on national television. Karen Travis, Assistant Vice President for Institutional Advancement and Director for University Events and Licensing, provided an overview of the goals, challenges and successes for the licensing program. Ms. Travis introduced Ken Gideon, Assistant Director for Licensing, who discussed the promotional efforts of the Retail Recognition Program and how the licensing and marketing programs are partnering with local retailers. He announced that royalties are up 26% for the year. Retail sales of merchandise bearing the University's name and logos has have totaled \$724,832 so far this academic year.

STUDENT ADVANCEMENT COMMITTEE

The Rector called on Mr. Wagner for the report of the Student Advancement Committee. Mr. Wagner presented the Committee's recommendation for student representation on the Board of Visitors for 2003-2004. The following resolution was brought forth as a recommendation from the Student Advancement Committee, and was unanimously approved by all members present and voting. (*Cheng, Croshaw, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

**RESOLUTION APPOINTING STUDENT REPRESENTATIVE
TO THE BOARD OF VISITORS**

RESOLVED, that in accordance with the Board of Visitors Bylaws and upon recommendation by the Student Advancement Committee, the Board of Visitors approve the appointment of Nabeel Qureshi as the student representative to the Board, whose normal term shall expire 8 May 2004.

BE IT FURTHER RESOLVED, that in accordance with the Board of Visitors Bylaws, and upon the recommendation of the Student Advancement Committee, the Board of Visitors approve the appointment of James Ryan Grizzle as the first alternate. and Rishi Laroia as second the alternate.

Committee members also heard a report on the academic support provided to student athletes. Mandatory study halls for first-year students, advising, continuous monitoring of satisfactory academic progress, substance abuse workshops and community service are just some of the support programs that are in place. Representatives of the advisors for student athletes spoke with the Committee at length and answered questions about this important topic.

ACADEMIC AND RESEARCH ADVANCEMENT COMMITTEE

The Rector called on Ms. Woolsey for the report of the Academic and Research Advancement Committee. Ms. Woolsey reported that the Committee members reviewed a summary of the University's policy and procedures on tenure and then met in closed session to discuss 13 tenure recommendations, two faculty appointments with tenure, and three nominations for honorary degrees. 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. (*Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

TENURE RECOMMENDATIONS

RESOLVED, that upon the recommendation of the Provost and the Academic and Research Advancement Committee, the Board of Visitors approve the award of tenure and promotion to Associate Professor to the following members of the faculty at Old Dominion University. The tenure would be effective with the Fall 2003 semester.

College of Arts and Letters

Lisa Eckenwiler, Department of Philosophy

Andrey Kasparov, Department of Music

Victoria Time, Department of Sociology and Criminal Justice

Ruth Triplett, Department of Sociology and Criminal Justice*

College of Business and Public Administration

Barbara Bartkus, Department of Business Administration

David Cook, Department of Information Technology and Decision Sciences

Joan Mann, Department of Information Technology and Decision Sciences

Anil Nair, Department of Business Administration

College of Education

Linda Bol, Department of Educational Curriculum and Instruction

Sheri Colberg-Ochs, Department of Exercise Science, Sport, Physical Education and Recreation

Abha Gupta, Department of Educational Curriculum and Instruction

College of Engineering and Technology

Lee Belfore II, Department of Electrical and Computer Engineering

College of Sciences

Charles Sukenik, Department of Physics

*Already an associate professor.

The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were unanimously approved by all members present and voting. (*Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

APPOINTMENT OF FACULTY MEMBER WITH TENURE: DEAN OF THE COLLEGE OF BUSINESS AND PUBLIC ADMINISTRATION

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the appointment as Dean of the College of Business and Public Administration and the award of tenure to Dr. Nancy A. Bagranoff in the Department of

Accounting, College of Business and Public Administration, effective June 25, 2003. A summary of Dr. Bagranoff's curriculum vitae follows.

Salary: \$160,000 for 12 months

Rank: Dean of the College of Business and Public Administration and Professor of Accounting

NANCY A. BAGRANOFF
Abbreviated Vita

EDUCATION

1986 D.B.A. Accounting, George Washington University
Minor: Information Systems
1978 M.S. Accounting, Syracuse University
1973 B.S. Marketing, Ohio State University
1970 A.A. Briarcliff College

WORK EXPERIENCE

Miami University

2000-Present Professor of Accountancy
1999-2002 Director Master of Accountancy Program
1998-2000 Associate Professor of Accountancy

American University

1995-1998 Chair, Department of Accounting
1987-1998 Assistant (1987-1993), Associate Professor of Accounting (1993-1998)

Arthur Anderson LLP

Fall 1994 Faculty-in-Residence

George Mason University

1984-1987 Assistant Professor of Accounting

George Washington University

1981-1984 Instructor of Accounting

Virginia Commonwealth University

1979-1980 Instructor of Accounting

General Electric, Syracuse, New York

1973-1976 Completed Financial Management Training Program
Job rotations were in Cost Accounting, Business Operations Analysis,
Supervision of Accounts Payable

ADDITIONAL ADMINISTRATIVE EXPERIENCE

2002-03 Vice President (President-elect) Information Systems Section, American Accounting Association
Additional activities with American Accounting Association

APPOINTMENT OF FACULTY MEMBER WITH TENURE: **CHAIR OF DEPARTMENT OF OCEAN, EARTH AND ATMOSPHERIC SCIENCES**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the award of tenure and the appointment as department chair to Dr. Richard C. Zimmerman in the Department of Ocean, Earth and Atmospheric Sciences, College of Sciences, effective June 25, 2003. A summary of Dr. Zimmerman's vitae follows.

Salary: \$125,000 for 12 months (salary includes a \$500 stipend for serving as Chair)

Rank: Designated as Chair and Professor of Ocean, Earth and Atmospheric Sciences

RICHARD C. ZIMMERMAN

Dr. Zimmerman joins Old Dominion from Moss Landing Marine Laboratories where he has been an Associate Research Scientist and Adjunct Professor since 1996. He served as Vice President and Senior Scientist for HOBI Labs, Inc., in Marina, California from 1997-2001. His teaching and research experience includes positions at the University of California at Los Angeles, the University of Chicago, California State University, and the University of Southern California. Dr. Zimmerman received a Ph.D., M.S., and B.S. in Biological Sciences, in 1983, 1979 and 1975 respectively, from the University of Southern California.

Dr. Zimmerman is an accomplished scientist whose research interests include ecological physiology of marine autotrophs, metabolic regulation of carbon and nutrient dynamics in marine ecosystems, radiative transfer and remote sensing of optically shallow waters, ecosystem productivity and numerical modeling. His publications include 35 journal articles, six of which are currently in review, as well as technical reports and book chapters. He holds eight patents and computer software copyrights.

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. (*Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

HONORARY DEGREE

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the awarding of the honorary degree of Doctor of Laws (*honoris causa*) to President Gloria Macapagal-Arroyo, President of the Philippines; the honorary degree of Doctor of Humane Letters (*honoris causa*) to David Goode, Chairman, President and Chief Executive Officer of Norfolk Southern Corporation; and the honorary degree of Doctor of Humane Letters (*honoris causa*) to Thomas C. Schievelbein, President of Northrup Grumman of Newport News. A summary of each individual's career follows.

Gloria Macapagal-Arroyo

The President of the Philippines, Gloria Macapagal-Arroyo, hold man records. Elected as Senator during her first try in politics in 1992, she was re-elected Senator in 1995 with nearly 16 million votes, the highest number of votes in Philippine history. She was elected Vice President of the Philippines in 1998 with almost 13 million votes, the largest mandate in the history of presidential or vice presidential elections. She was sworn in as the 14th President of the Philippines on 20 January 2001 by Chief Justice Hilario Davide, Jr., after the Supreme Court unanimously declared the position of President vacant, the second woman to be swept into the Presidency by a peaceful People Power revolution (EDSA II).

The President, born April 5, 1947, is the daughter of the late President Diosdado Macapagal, a descendant of Lakandula and fondly known as the “poor boy from Lubao” in the province of Pampanga; and Dr. Evangelina Macaraeg-Macapagal of Binalonan, Pangasinan, who were well known for their integrity and simple but dignified lifestyle. During the Presidency of Diosdado Macapagal, the Philippines was second only to Japan in economic progress in Asia.

Gloria upheld the high academic standards of her parents, graduating valedictorian of her high school class in Assumption Convent. She was consistently on the Dean's List during her two-year college stint at Georgetown University in Washington, DC., where former US President Bill Clinton became her classmate. She graduated *magna cum laude* from Assumption College with a Bachelor of Science in Commerce. She later earned a Master of Arts degree in Economics from the Ateneo de Manila University, and a Ph.D. in Economics from the University of the Philippines.

President Gloria Macapagal-Arroyo began her professional career as a teacher at Assumption College. She later became Assistant Professor at the Ateneo de Manila University, and Senior Lecturer at the UP School of Economics.

Macapagal-Arroyo entered government service as an Assistant Secretary of the Department of Trade and Industry during the Aquino Administration. She also became Executive Director of the Garments and Textile Export Board, steering the garments industry to become the top net dollar earner for the country, and rose to the rank of Undersecretary of Trade and Industry. During her tenure in the Senate, she authored 55 laws on economic and social reform and was named outstanding Senator several times. When she was elected Vice President, President Joseph Estrada appointed her as concurrent Secretary of Social Welfare and Development, a post she held until her resignation from the Cabinet on 12 October 2000.

President Macapagal-Arroyo is married to lawyer-businessman Jose Miguel Tuason Arroyo of Binalbagan, Negros Occidental, the grandson of the late Senator Jose Ma. Arroyo of Iloilo. They have three children, Mikey, Luli and Dato.

David Ronald Goode

Date and Place of Birth:	January 13, 1941 Vinton, Virginia	
Education:	AB - Accounting - Duke University - 1962 JD - Harvard Law School - 1965 Advanced Management Program - Harvard Business School - 1990	
Married:	Susan Skiles - June 22, 1963	
Children:	Christina Louise Goode Strahm Martha Maxine Goode	
Career Summary:	Norfolk and Western Railway Company	1965-1982
	Norfolk Southern Corporation	1982-
	Chairman, President, Chief Executive Officer and Director	1992-
Other Activities:	Board of Directors: Caterpillar, Inc. Center for Energy and Economic Development Delta Air Lines, Inc. Georgia-Pacific Corporation Texas Instruments, Inc. Association of American Railroads Business Committee for the Arts	
	Board of Trustees: General Douglas MacArthur Memorial Foundation The Virginia Foundation for Independent Colleges	
	Board of Visitors: Fuqua School of Business, Duke University	

Member:

American Society of Corporate Engineers
The Business Council
The Business Roundtable
Coal Industry Advisory Board
Kennedy Center Corporate Fund Board
National Freight Transportation Association

Other Affiliations: American Bar Association

Thomas C. Schievelbein

Tom Schievelbein is president of Northrop Grumman Newport News. Named to this position in 2001, Mr. Schievelbein has responsibilities for the design, construction and maintenance of the most sophisticated ships in the world - nuclear-powered aircraft carriers and submarines. His responsibilities include the Virginia-class submarine program: CVN 76, CVN 77 and DVNX aircraft carrier programs; aircraft carrier overhaul and refueling; submarine fleet maintenance; commercial and naval ship repair; and business and technology development. He is also a member of the Northrop Grumman Corporate Policy Council.

Prior to his appointment in this role, Mr. Schievelbein served as the executive vice president and chief operating officer of Newport News. His responsibilities included the day-to-day operations of the company including all program management, planning, construction, engineering, nuclear engineering, sourcing, trades, manufacturing, facilities and information systems.

Mr. Schievelbein began his career with Newport News in 1987. He has served as vice president for Human Resources and Administration, vice president of Strategy & Naval Program Development and vice president for Naval Marketing. He came to Newport News after 12 years with General Electric Company, most recently as Advanced Programs Manager for Marine and Defense Facilities Sales. He also held a variety of commercial marketing positions, both domestic and international, with General Electric.

A native of Montana, Mr. Schievelbein earned a Bachelor of Science degree in marine engineering from the U.S. Naval Academy and a master's degree in nuclear engineering from the University of Virginia.

Mr. Schievelbein serves on the board of directors for the American Shipbuilding Association, the Navy League and the Virginia Career Education Foundation. He also serves on the board of trustees for the Mariners' Museum and the Dolphin Scholarship Fund. He is a member of the Association of Naval Aviation and a past member of the board of directors of the D.C. Council Navy League, the Naval Submarine League Advisory Council, and the board of trustees of the National Security Industrial Association.

Northrop Grumman Newport News, headquartered in Newport News, Virginia, is the nation's sole designer, builder and refueler of nuclear-powered aircraft carriers and one of only two companies

capable of designing and building nuclear-powered submarines. Newport News also provides after-market services for a wide array of naval and commercial vessels, and has the capability to design, build and maintain every class of ship in the U.S. Navy's fleet. The Newport News sector employs about 18,000 people.

Northrop Grumman Corporation is an \$18 billion, global defense company with its worldwide headquarters in Los Angeles. Northrop Grumman provides technologically advanced, innovative products, services and solutions in defense and commercial electronics, systems integration, information technology and nuclear and non-nuclear shipbuilding and systems. With nearly 100,000 employees and operations in 44 states and 25 countries, Northrop Grumman serves U.S. and international military, government and commercial customers.

The Committee also approved, by unanimous vote, the resolutions on faculty appointments, administrative appointments, site director appointments, and emeritus appointments. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were unanimously approved by all members present and voting. (Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey)

FACULTY APPOINTMENTS

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

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Peter Meinke Visiting Professor of English (Designated as the Mina Hohenberg Darden Endowed Chair in Creative Writing)	\$45,000	7/25/03	5 mos

Dr. Meinke received a Ph.D. in English Literature from the University of Minnesota in 1965, an M.A. from the University of Michigan in 1961 and an A.B. from Hamilton College in 1955. He is a writer and has been Professor Emeritus at Eckerd College since 1993. He served as Professor of Literature and Director of the Writing Workshop at Eckerd College from 1966-93. Dr. Meinke has published 17 books and won numerous awards for his poetry and fictional works. He has been a Visiting Writer and Writer-in-Residence at more than 15 institutions during his career.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Michael M. Reischman Research Professor of Aerospace Engineering	\$170,500	1/10/03	12 mos

Dr. Reischman received a Ph.D. in Mechanical Engineering in 1973 from Oklahoma State University and an M.S. and B.S. in Mechanical Engineering, in 1969 and 1967 respectively, from New Mexico State University. Since 2001, he has been Special Assistant to the Associate Administrator for Aerospace Technology at NASA headquarters in Washington, D.C. Prior to that, Dr. Reischman was Associate Dean for Research and Economic Development and Professor of Mechanical Engineering in the College of Engineering and Information Technology at the University of South Carolina. He also served as Associate Dean for Graduate Studies and Research and Professor of Aerospace Engineering at The Pennsylvania State University. (Salary is reimbursed by NASA through an IAT agreement)

APPOINTMENT OF ACADEMIC ADVISOR

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the appointment of Ms. Jane Owen Bourhill as Academic Advisor, Office of Advising Services, effective March 25, 2003.

Ms. Bourhill received an M.A. in Counselor Education from East Carolina University in 2000 and a B.A. in Psychology from Siena College in 1995. Since 2001, she has served as the Freshman Year Coordinator at Middlesex County College in Edison, N.J. Prior to that, Ms. Bourhill was a graduate assistant to the Dean of Undergraduate Studies at East Carolina University.

Salary: \$29,000 for 12 months
Rank: Academic Advisor and Instructor

APPOINTMENT OF DEAN OF THE COLLEGE OF ARTS AND LETTERS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the appointment of Dr. Chandra de Silva as Dean of the College of Arts and Letters, effective June 25, 2003.

Dr. de Silva joined Old Dominion University in 1998 as Professor and Chair of the Department of History. His accomplishments as chair include strengthening the research productivity of the History Department, enhancing collaboration with the College of Education in offering the teacher education program, and developing written guidelines on promotion, performance, pay, and peer evaluation for the department. He is a strong advocate for diversity as evidenced by his service on the Advisory

Councils for Asian Studies, the Institute for Minority Issues, and the Filipino American Student Cultural Center. Other service to the University and the College of Arts and Letters includes membership on the University Teacher Education Council, the Humanities Advisory Council, the Principles and Philosophy of Accreditation Committee for the Self-Study process, and several search committees.

Prior to joining Old Dominion, Dr. de Silva served as Professor of History and Chair at Indiana State University from 1991-98. He was also a member of the University Council (Board of Visitors) at the University of Peradeniya, Sri Lanka from 1985-89 and Dean of the Faculty of Arts at the University of Peradeniya from 1978-81. He served as President of the American Institute for Sri Lankan Studies from 1995-2001 and has been a member of the Executive Committee since 2001. Dr. de Silva received a Bachelor of Arts in History from the University of Ceylon, a Ph.D. in History from the University of London, and a Diplôme de Langue Française from the Alliance Française de Paris.

Salary: \$125,000 for 12 months
Rank: Dean of the College of Arts and Letters and Professor of History (with academic tenure)

APPOINTMENT OF CHROME EXECUTIVE DIRECTOR

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the appointment of Ms. Eleanor Wilson as CHROME Executive Director, effective December 25, 2002.

Ms. Wilson received an M.Ed. in Human Resource Development in 1985 from Virginia Commonwealth University and a B.A. in Communication Arts/Journalism in 1979 from James Madison University. Since 1995, she has been Executive Director for Cooperating Hampton Roads Organizations for Minorities in Engineering (CHROME) in Norfolk. Prior to that, Ms. Wilson was an Assistant Director for Cooperative Education and Internships at Virginia Commonwealth University. (Responsibility for the position transferred to Old Dominion University from Norfolk State University.)

Salary: \$51,249 for 12 months
Rank: CHROME Executive Director and Instructor

APPOINTMENT OF TELETECHNET SITE DIRECTORS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the following appointments as TELETECHNET Directors at the sites indicated:

Mr. Douglas Brown (Wytheville Community College)

Mr. Brown received an M.S. in Occupational and Technical Studies from Old Dominion University in 2002 and a B.S. in Organizational Management and Development from Bluefield College in 2000. Since 1995 he has been an Assistant Site Director for Old Dominion University.

Salary: \$41,800 for 12 months effective January 25, 2003
Rank: TELETECHNET Site Director, Wytheville Community College, and Instructor

Ms. Connie J. Estep (Danville Community College)

Ms. Estep received an M.S. in Counseling from Radford University in 2002 and a B.S. in Human Services Counseling from Old Dominion University in 1997. Since 1998, she has been an Assistant Site Director at the Southwest Virginia Higher Education TELETECHNET site. Ms. Estep is also a part-time Career Counselor at the Southwest Virginia Higher Education Center.

Salary: \$42,000 for 12 months effective February 25, 2003
Rank: TELETECHNET Site Director, Danville Community College, and Instructor

Ms. Cindy Shirley (Patrick Henry Community College)

Ms. Shirley received an M.Ed. in Counselor Education from the University of Virginia in 1976 and a B.A. in History from the College of William and Mary in 1974. Since 2001, she has been a Lifelong Learning Specialist/Non-credit Programs Coordinator at Patrick Henry Community College. Prior to that, Ms. Shirley was a Rehabilitation Technician for the Department of Finance, Risk Management Division, in Fairfax, VA.

Salary: \$42,200 for 12 months effective January 25, 2003
Rank: TELETECHNET Site Director, Patrick Henry Community College, and Instructor

EMERITUS APPOINTMENTS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the granting of the title of emeritus to the following faculty members. A summary of each faculty member's accomplishments follows.

Name and Rank

Effective Date

Robert H. MacDonald
Professor of Educational Curriculum and Instruction

January, 2003

Name and Rank**Effective Date**

Robert K. Rose
Professor of Biological Sciences

June, 2003

Randall S. Spencer
Professor of Ocean, Earth and Atmospheric Sciences

December, 2002

Lloyd Wolfenbarger
Professor of Biological Sciences

June, 2003

Robert H. MacDonald

Robert H. MacDonald joined Old Dominion University in 1973 after receiving a Ph.D. degree from Wayne State University. He has served the Darden College of Education as a faculty member (Assistant Professor, Associate Professor and Professor of Educational Curriculum and Instruction), Associate Dean for Programs and Projects (1984-1990), and director of 13 education-related projects or programs. The most notable of the projects he directed is the Military Career Transition Program. As the director of this program, he brought national and international attention to Old Dominion University through the contributions of his students to the nation's schools.

MacDonald received the Tonelson Distinguished Faculty Award for Teaching from the Darden College of Education in 1988. He was also nominated by the University for the SCHEV award for faculty excellence in 1994 and 1996. His talents were recognized nationally through his appointments to boards of directors of the National Role Model Project/Junior Achievement and the National Alternative Certification Association.

MacDonald published some 30 articles about his research in professional journals. He also served as editor of *The Virginia Resolves*, the journal of the Virginia Council of Social Science. MacDonald secured \$1,905,000 in external funds to support his research and service interests. His work to secure funding for the Military Career Transition Program was very successful in terms of the impact on teaching and staffing of the K-12 schools in Virginia and in the United States.

Robert K. Rose

Robert K. Rose joined the Department of Biological Sciences in 1979. He earned a Ph.D. at the University of Kansas in 1974, an M.A. from the University of Virginia in 1964, and a B.S. from the University of Wisconsin in 1957. During his 24 years at Old Dominion University, Rose has been an active researcher with more than 65 scientific papers. His courses in mammalogy and ornithology were among the more popular in the department. In addition, he directed four Ph.D. and 26 Master's students. For several years he was editor for the American Society of Mammalogists and for the Journal, *American Midland Naturalist*. He also edited books on the Dismal Swamp and the biology of shrews.

Rose's speciality is the population ecology of small mammals. During his tenure at Old Dominion, he regularly helped organize and participated in international meetings of mammalogists. In 1988, he was a Fulbright Research Professor in Tasmania and returned there from 1995-1996 as a visiting scientist for Tasmania Parks and Wildlife.

Randall S. Spencer

Randall S. Spencer joined the faculty of Old Dominion University in 1966 after several years experience working as a field geologist in the petroleum industry of the western U.S. Upon his arrival in Virginia, he immediately began to involve students and other colleagues in geological studies on the Coastal Plain of Virginia, a practice that he maintained throughout his career. After receiving his Ph.D. degree from the University of Kansas in 1968, he eventually published over 30 articles and reports and was the editor of five series of paleontological research publications.

Spencer was awarded several research grants from both government and corporate sources including the National Science Foundation, U.S. Army Corps of Engineers, Union Camp Corporation, and Mobil Oil Corporation. The topics of his research cover a wide range of geological issues, including many related to environmental concerns in local waterways and their surrounding communities. During his 32 years of teaching, Spencer's courses in many aspects of geology contributed greatly to the Geology program. He was particularly known for his courses in various topics in paleontology and stratigraphy, both at the undergraduate and graduate level.

Some of Spencer's most valuable contributions are the service he provided as an administrator and as an officer in faculty organizations. He served as Associate Dean of the College of Sciences (four years), Chair of the Department of Geological Sciences (13 years), and Graduate Program Director for Geology (six years). He also served for 14 years as Treasurer of the local chapter of The Honor Society of Phi Kappa Phi.

Lloyd Wolfinbarger

Lloyd Wolfinbarger received a Ph.D. and an M.S. in molecular genetics, in 1972 and 1969 respectively, from Florida State University and a B.S. from Kansas State College of Pittsburg in 1966. He joined the faculty of the Department of Biological Sciences in 1976 after post-doctoral study. In 1991 he was appointed as Professor of Biological Sciences. During his time at Old Dominion University, Wolfinbarger had an active research program and directed a large number of graduate students.

Wolfinbarger's area of expertise included developing techniques for the culture and transfer of human cells resulting in more than 15 patents. His contribution to this important aspect of medicine is widely recognized through his involvement in numerous national and international symposia and consultancies.

The Committee approved by unanimous vote the revisions to the Policy on Tenure. The revisions are intended to provide greater clarity to the tenure process by adding information on the procedures for external review. Information about recording committee votes in the tenure recommendations has also been added. 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. (*Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey*)

REVISIONS TO THE BOARD OF VISITORS POLICY ON TENURE

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approve the revisions to the Policy on Tenure, originally approved by the Board of Visitors on 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; and revised April 12, 2002. The recommended changes are underlined and deletions are lined through.

Rationale: The revisions are intended to provide greater clarity to the tenure process by adding information on the procedures for external review. Information about recording committee votes in the tenure recommendations has also been added.

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**

- I. Purpose of Tenure - The main purposes of tenure are to recognize the performance of faculty members who have given years of dedicated service to the university, to protect academic freedom, and to enable the university to retain a permanent faculty of distinction in order to accomplish its mission. For these reasons, tenure is awarded only after a suitable probationary period, and the decision to award tenure is based both on the merit of the individual faculty member and on the long-term needs and mission of the department, the college, and the university.
- II. Eligibility for Tenure
 - 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. 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.
- 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 level 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 any full-time 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, 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 defined in the state personnel system will count as part of the probationary period, even if administrative responsibilities are assigned as part of that position; normally, departmental administrative positions such as chair or assistant chair will thus count as part of the probationary period.)

3. Time in a position which involves no teaching of credit courses, for example as a teacher of children or a therapist in the Child Study Center or as a teacher of exclusively noncredit course work.
4. Time spent on leave of absence.
5. Time spent on faculty exchanges if the faculty member so chooses.
6. An approved extension of the probationary period for justifiable cause. A probationary faculty member may apply to exclude time from the probationary period because of caregiving responsibilities associated with the birth of a child or adoption of a child under age six, serious personal or immediate family illness, or other serious extenuating circumstances. Guidelines and procedures are as follows.

GUIDELINES

- a. An individual may exclude no more than one year from the probationary period of justifiable conditions.
- b. Requests for exclusions must be made within one year from the time the conditions occurred which precipitated the request.
- c. Exclusions will not be granted after the application for tenure has been submitted.
- d. Decisions regarding whether or not requests for exclusions will be granted shall be based on:
 1. Verification that the conditions leading to the request occurred or continue to exist and significantly impeded the faculty member's ability to be productive and make progress toward achieving tenure.
 2. Verification that the faculty member's performance prior to the conditions leading to the request warrants an exclusion.
 3. Confirmation that the conditions for which the request is being made fall within the parameters of those deemed in these guidelines to be justifiable.
- e. Faculty who have been awarded an exclusion shall have no requirements or expectations beyond those of any probationary faculty member.
- f. Work accomplished during the excluded period may be cited in the tenure case.

PROCEDURES

- a. Requests for exclusion shall be made in writing by the faculty member to the department chair. The chair will discuss the request with the dean, who will then forward a recommendation to the provost and vice president for academic affairs. The provost and vice president for academic affairs will have the final authority to approve exclusions for justifiable conditions.
 - b. Requests for exclusions may be made at any time during each academic year up until the application for tenure has been submitted. Decisions regarding requests will be made within 60 days of the receipt of the request.
- C. The maximum length of the probationary period is seven academic years. The faculty member is informed of the decision of the provost and vice president for academic affairs on tenure before April 15 of the sixth year of probationary service. The faculty member will receive either a tenure contract or a terminal contract in the seventh year.
- D. The length of the probationary period may be reduced in any of the following instances:
1. A faculty member who has full-time teaching experience at the rank of instructor or above at another collegiate institution, or at Old Dominion University prior to a break in service, may have the probationary period reduced by either one or two years. If the probationary period is to be reduced, the reduction must be recommended by the chair and dean and approved by the provost and vice president for academic affairs at the time of the initial appointment. Unless such a reduction has been approved and the faculty member has been so notified in writing at the time of initial appointment, reduction for prior service will not be granted. The changes in the provisions of this paragraph as compared to the *Faculty Handbook* of 1978-79 will not apply to faculty members whose initial contract was offered prior to June 15, 1980.
 2. A faculty member initially appointed to the rank of full professor may be notified of a tenure decision by April 15 of the second year of service; if tenure is awarded, a tenure contract will be offered for a third year of service. In addition, the probationary period for a full professor may be eliminated, and an initial tenure appointment may be recommended to the Board if such an appointment has the prior written approval of the chair (after consultation with the tenured faculty members of the department), the dean, the provost and vice president for academic affairs, and the president. It is the sense of the Board of Visitors that the procedure of eliminating the probationary period for tenure should be rarely used.
 3. A faculty member initially appointed to the rank of associate professor may be notified of a tenure decision by April 15 of the fourth year of service. If tenure is approved, a tenure contract will be offered for the fifth year.

4. The probationary period for tenure may be shortened in the case of exceptional merit and performance. It is the sense of the Board of Visitors that this procedure be followed only in the case of demonstrably exceptional faculty members and that such early award of tenure be exceedingly rare.

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. 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.) In addition to information supplied by faculty information sheets, the chair's evaluation and other material presented by the department, an opportunity shall be made available for the faculty member to provide in writing any other material in support of the tenure candidacy.

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.

- a. The responsibility for initiating the external review and securing the reviewers, and forwarding complete review files to the dean, provost, and University Promotion and Tenure Committee belongs to the department chair. In promotion of department chairs, the responsibility belongs to the dean.
- b. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers. The chair will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list. (If one list is not submitted, all reviewers will be selected from the list that is submitted.) As a general rule, external reviewers should not be co-authors or former mentors of the candidate.
- c. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the provost before the reviewers are asked to submit evaluations.

If an exception is approved, candidates for tenure and/or promotion will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a copy of the policy on external reviews so their responsibilities will be clear.

- d. A curriculum vita (or brief 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 promotion and tenure of department chairs, the responsibility belongs to the dean.
 - e. External reviewers will be asked to evaluate all ~~published or accepted~~ submitted material mailed to them. In the case of the arts, reviewers may be asked to consider works of art or performances ~~attended~~. 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.
 - f. All candidates for tenure and promotion will be required to have their scholarship evaluated by no fewer than four external reviewers. If fewer than four reviews are received, the chair will choose additional reviewers alternately from the lists of the department promotion and tenure committee and of the candidates. ~~additional reviewers should be alternately chosen from the department tenure and promotion committee's list and the candidate's list.~~
 - g. The university and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
2. The determined long-term needs of the department, college, and university, including at least the following:
 - a. The long-term enrollment of the department.
 - b. The need for an additional specialist in the faculty member's area of specialization as a permanent member of the department in terms of the mission of the department, the college, and the university.
 - c. The tenure structure of the department. (Although no maximum percentage of faculty members on tenure is established, all committees and administrators considering tenure must take into account the need for flexibility in course offerings and the desirability of a tenure structure that will allow openings for new tenured faculty members in the ensuing decades so that new areas of specialization and new needs can be met. The position of other nontenured faculty members in the department, anticipated

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

3. No person can be awarded tenure unless convincing evidence is provided of effective teaching.
4. 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.)
5. 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.

V. Procedures for Tenure Consideration¹

- A. 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. No dean, associate dean, assistant dean, or other full-time 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. All members of the college promotion and tenure committees shall be elected directly by the faculties they represent.

The college committee shall consist of one tenured faculty member from each department in the college. This member shall be chosen by majority vote of all full-time teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. The University Promotion and Tenure Committee shall consist of one tenured full

¹See the Faculty Evaluation Schedule in the appendix for specific dates and actions.

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). The University Promotion and Tenure Committee shall elect one of its members as chair.²

No person shall serve on a college promotion and tenure committee or 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.

3. Should there be no more than two tenured members in the department, the faculty member being considered for tenure has the option of skipping the departmental stage and being considered directly by the college tenure committee, which will consider the recommendation of the chair.
 - B. The committee or group of tenured faculty makes its recommendations to the chair. Considering this recommendation, the chair makes an additional evaluation and recommendation concerning tenure.
 - C. If neither the departmental committee nor the chair recommends tenure for the faculty member, tenure is not granted in the ensuing year. If the faculty member is being considered in the year preceding the limit of his or her probationary period, as defined by the Board of Visitors policy on tenure, that 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 recommendation to the dean. The dean then makes a decision concerning tenure and informs the faculty member. If either the decision of the college committee or that of the dean is positive, the faculty member's case is considered in accordance with the procedures in the following paragraphs. If both decisions are negative, the faculty member may request a further review by the provost and vice president for academic affairs, who makes a final determination concerning further consideration of tenure.
 - D. If either the tenured faculty (or their committee), or the chair, or both recommend tenure, the credentials of the faculty member together 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.

²The members of the faculty who are elected to serve on the University Promotion and Tenure Committee shall serve for the subsequent academic year. The promotion and tenure committees elected by each individual degree-granting college serve for an entire academic year, not for the spring semester of one year and the fall semester of the following year.

- E. The dean of the college examines the facts and all previous recommendations and makes a recommendation concerning tenure, which is forwarded to the provost and vice president for academic affairs.
- F. The University Promotion and Tenure Committee, consisting of one tenured full professor from each of the major degree-granting academic colleges, examines the facts and all previous recommendations and documentation and makes a recommendation (with reasons, including minority reasons, if any) concerning tenure, which is forwarded to the provost and vice president for academic affairs.
- G. The provost and vice president for academic affairs, after examining all submitted documents and consulting with appropriate staff members, makes a determination concerning tenure for the faculty member. If the recommendations from all committees and administrators previously acting on the case have not all been the same, or if the provost and vice president for academic affairs disagrees with the recommendations that have been the same, then the provost and vice president for academic affairs shall consult with the University Promotion and Tenure Committee and with the chair and dean concerned.
- H. If the determination of the provost and vice president for academic affairs is in favor of tenure, the provost and vice president for academic affairs forwards the faculty member's name to the president for presentation to the Board of Visitors as a candidate for tenure. The Board of Visitors will act on the case before April 15 of the year in which it is being taken up. Upon approval of the Board of Visitors, the faculty member is offered a tenure contract for the coming year.
- I. If the determination of the provost and vice president for academic affairs is against tenure and the decision is made in the year preceding the end of the limit of the probationary period, the faculty member is notified before April 15 that a terminal contract will be offered for the ensuing year. A faculty member who has not reached the limit of the probationary period may be offered either one subsequent annual contract or a terminal contract for the ensuing year.
- J. The faculty member may request by May 1 that the president review a negative decision of the provost and vice president for academic affairs. The president should make a decision on the review by June 1. If the president upholds the decision of the provost and vice president for academic affairs, the faculty member may request a further review by the Board of Visitors or its designated committee by June 7. The decision of the Board of Visitors or its designated committee is final. The Board of Visitors will make its decision by July 25.
- K. The above procedures at the departmental and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and

vice president for academic affairs. Procedures above the college level will be the same as designated above in all cases.

In the Provost's report, Provost Isenhour informed the Committee that a search is underway for a new Dean of Sciences. A search is also underway for the position of Dean of Graduate Studies and Associate Vice President for Research. This position will be a liaison between the Office of Academic Affairs and the Office of Research. The Provost is in the process of visiting all academic departments and other units on campus to learn about the University. He is also developing partnerships with other vice presidents. Two new centers are being formed in academic affairs: the Old Dominion University Center for Family Violence Education and Research, and the National Center for System of Systems Research. Dr. Sheri Reynolds from English won a SCHEV Outstanding Faculty Award. Dr. Cynthia Jones from Biological Sciences was selected Virginia Scientist of the Year. Two new deans will be in place this summer - Chandra de Silva in the College of Arts and Letters and Nancy Bagranoff in the College of Business and Public Administration. The Provost thanked outgoing interim deans Janet Katz and Bruce Rubin for their service.

The Provost and Deans will hold a retreat this summer to discuss issues that will include academic excellence, both for students and faculty; budgeting in Academic Affairs; and faculty retention. Despite the budget cuts, the administration is dedicated to providing a quality education to students and maintaining and improving the quality of the faculty.

In the report from the Vice President for Research, Bob Ash informed the Committee that the President, Provost, Vice President for Research, and Deans recently made visits to heads of federal agencies in Washington, D.C. to educate them about the capabilities of Old Dominion in the research arena. The University is working with American Maglev Technologies and Lockheed Martin on the Maglev project and is waiting on the release of funds from the U.S. Department of Transportation. Additional funding has also been requested. The College of Engineering and Technology is involved in the project. The Bioelectrics Research Center will be located at the Public Health Building in Norfolk. The Center continues to receive significant research grant funding.

Dr. Marty Smith Sharpe, Assistant Vice President for Institutional Research and Assessment, and Dr. Worth Pickering, Senior Research Associate, presented information on academic performance, retention, graduation, and student success programs. They also provided a written explanation of the newly developed measure on degrees awarded per FTE student. When this measurement is applied to Old Dominion, its graduation rate compares favorably with other institutions in the Commonwealth.

Committee members received information on student success programs that have positively influenced academic success, retention and graduation. Some of these include learning communities, orientation programs, and the freshman survey, which identifies at-risk students.

At the conclusion of her report, Ms. Woolsey requested that the President send to the Board the document Dr. Sharpe shared with the Committee that explained the newly developed measure on degrees awarded per FTE student. Mr. Mugler also congratulated Bruce Rubin and Janet Katz for their service as interim deans of their respective colleges.

ADMINISTRATION AND FINANCE COMMITTEE

The Rector called on Mr. Hixon for the report of the Administration and Finance Committee. Mr. Hixon reported that the Committee met this morning and held the first part of its meeting in joint session with the Academic and Research Advancement Committee in order for the Board to hear a briefing from President Runte and Vice President Fenning on the proposed tuition and fees for 2003-2004.

President Runte discussed the overall principles which drove the proposed tuition and fee recommendations. Vice President Fenning then reviewed the process that was used in determining the administration's recommendations. He emphasized that the administration already had to address a \$3.9 million shortfall as the result of additional General Fund cuts to the base budget for fiscal year 04. In addition, the University needs to generate sufficient revenue to restore budget cuts for critical functions, provide financial support to attract and retain well-qualified undergraduate and graduate students, continue to provide funds to address the financial needs of the neediest students, to fund unavoidable cost increases such as insurance, leases and technology infrastructure replacement, and to continue to invest in institutional priorities and strategic initiatives.

In developing the budget for FY 2003-2004, resources were reallocated and redirected as much as possible, and other user or service fees were minimized. As authorized by the General Assembly, tuition caps were imposed, institutions were granted authority to increase tuition to cover the nongeneral fund share of the salary increases, mandatory auxiliary fee caps were raised from the CPI to no more than 5%, and a capital fee (to pay for debt service) was implemented for out-of-state students.

If adopted, the comprehensive fee increase for in-state undergraduate students would be 6.6%, and for out-of-state undergraduates would be 3.1%. In-state graduate students would see a 3.1% increase and out-of-state graduates a 3% increase. The administration is proposing no increase to the transportation and technology fees, a \$2 per year increase in the Student Health Center fee, and a \$2 annual increase to the General Service fee to offset increased costs associated with health care services and rising administrative costs for student services. This is the first time that the General Service fee has been increased after being reduced by \$4 in 1999-2000. The Student Activity fee will increase by \$2.31 for a total of \$59.10 per credit hour. Increases in room rates on a varying scale from 2.5% to 5% and a board rate increase of 2.5% are also proposed. In addition, an annual capital fee of \$50 is being charged to all full-time out-of-state students, as mandated by the General Assembly, to account for a portion of the capital costs associated with their cost of education.

A comparison of the comprehensive fee increases with those doctoral institutions that have already set their tuition and fees or announced proposed rates for FY 2004 shows that Old Dominion University will realize lower tuition and fee costs for in-state undergraduate students. Vice President Fenning also reviewed historical information about the University's tuition and fees, as well as state-appropriated general funds.

Before voting on the resolution, the issue was further discussed by the Board. Mr. Kelley commented that, while he has always been reluctant to vote in favor of a tuition increase, at this time it is imperative to do so, and the recommendation proposed by the administration is a reasonable one. Ms. Graeber asked if the increase will generate enough funds to continue maintenance reserve projects. Mr. Fenning responded that a portion of the new funds for the Engineering and Computational Sciences Building will be directed towards maintenance reserve projects, and although new funds for this purpose are not being generated through the increased tuition and fees, funds will be reallocated in order to improve the response time for ongoing repairs and maintenance. Mr. Hixon added that the tuition caps that were imposed limited the amount that tuition could be increased. Mr. Mugler complimented the administration and stated that the increase is insignificant compared to what other institutions are proposing. He expressed his concern, however, that budget cuts might impact junior tenure-track faculty whose research often necessitates travel and other expenses. President Runte commented that the financial campaign and in particular Mr. Batten's gift would help restore funds for these purposes. The Provost added that discretionary funds are being identified, if necessary, to make up the difference so that these faculty are not denied the travel or other expenses that are necessary in pursuit of tenure.

The following resolution was brought forth as a recommendation of the Administration and Finance Committee and was unanimously approved by all members present and voting. *(Cheng, Croshaw, Graeber, Haddad, Hixon, Kelley, Maniyar, Mugler, Stallings, Wagner, Woolsey)*

COMPREHENSIVE FEE RESOLUTION 2003-2004

RESOLVED, that upon the recommendation of the President and the Administration and Finance Committee, the Board of Visitors approve the following comprehensive tuition cost per credit hour for the 2003-2004 academic year beginning with the Summer 2003 semester and thereafter until otherwise adjusted by the Board of Visitors. Under unusual circumstances, the President may establish tuition rates different from these approved rates. The President must notify the Board of such changes at its next meeting.

Comprehensive Fee Per Credit Hour for the 2003-2004 Academic Year

	IN-STATE		OUT-OF-STATE	
	<u>TUITION AND FEES</u>		<u>TUITION AND FEES</u>	
	<u>FROM</u>	<u>TO</u>	<u>FROM</u>	<u>TO</u>
<u>REGULAR SESSION (1)</u>				
Undergraduate (Per Cr Hr)	\$149.00	\$159.00	\$450.00	\$464.00
Graduate (Per Cr Hr)	\$228.00	\$235.00	\$586.00	\$603.00
Teaching Assistant	\$228.00	\$235.00	\$228.00	\$235.00
Research Assistant	\$228.00	\$235.00	\$228.00	\$235.00
<u>SUMMER SESSION (1) (Summer 2003)</u>				
Undergraduate (Per Cr Hr)	\$149.00	\$159.00	\$450.00	\$464.00
Graduate (Per Cr Hr)	\$228.00	\$235.00	\$586.00	\$603.00
Teaching Assistant	\$228.00	\$235.00	\$228.00	\$235.00
Research Assistant	\$228.00	\$235.00	\$228.00	\$235.00
<u>HIGHER EDUCATION CENTERS (Including Northern VA Higher Ed Center) & Off-</u>				
<u>Campus Offerings Within Hampton Roads:</u>				
Undergraduate (Per Cr Hr)	\$149.00	\$159.00	\$450.00	\$464.00
Graduate (Per Cr Hr)	\$228.00	\$235.00	\$586.00	\$603.00
<u>TELETECHNET & OFF-CAMPUS COURSES (Outside Hampton Roads):</u>				
Undergraduate (Per Cr Hr)	\$144.00	\$154.00	\$346.00	\$357.00
Graduate (Per Cr Hr)	\$228.00	\$235.00	\$586.00	\$603.00
<u>TELETECHNET USA (Outside Virginia):</u>				
Undergraduate (Per Cr Hr)	\$162.00	\$173.00	\$162.00	\$173.00
Graduate (Per Cr Hr)	\$262.00	\$273.00	\$262.00	\$273.00

(1) A graduate teaching or research assistant who has completed a master's degree or its equivalent and is admitted as a matriculated student into a doctoral program and enrolls for and completes a minimum of 9 hours of graduate credit per semester or 3 hours in the summer may be granted a waiver of full tuition and fees.

NOTE: The comprehensive fee includes a student activity fee of \$59.10 per credit hour for Norfolk campus courses, \$35.17 per credit hour for Higher Education Centers, TELETECHNET and off-campus courses; and a per credit hour technology fee ranging from \$1.34 to \$3.76 per credit hour.

In his report, Vice President Fenning provided an update on the University Village. Phase I of the new Student Residence Halls in the Village is well underway. While a tour of the facilities had been planned, the weather caused it to be postponed. Mr. Fenning also provided a status report on the infrastructure improvements and land conveyance and right-of-way developments for the development of the office sites, annex parcels and the north parking lot. Land assembly is underway for the retail area phase of development, and the University is working with the City of Norfolk on edge-management issues for the Highland Park neighborhood east of the Village and the Hampton Boulevard frontage south from 38th Street to the 21st Street underpass.

Vice President Fenning also provided an update on decentralization initiatives recently enacted by the General Assembly and provided some historical background on the permanent and pilot programs that were initiated in the mid- and late-90's. In early 2000, the State Council of Higher Education initiated a review of reports and procedures and the Council of State Senior Business Officers initiated its own review of specific procedures. Recent decentralization legislative efforts driven by the institutions have developed 17 specific decentralization targets that include capital outlay and leasing, finance and accounting, procurement and human resources. As a result of the action of the General Assembly, Old Dominion University has been granted additional decentralization authority for income leases, design/build and construction management, capital and maintenance project thresholds, motor vehicle purchase exemptions, and exemption from centralized recruitment advertising. Agencies anticipate receiving directions from the applicable State agencies for development and/or revision of current policies and procedures, and the Board will participate in this process through oversight and delegation.

Vice President Fenning then introduced Rick Berry, Director of Materiel Management, who reported on the Commonwealth's new electronic procurement system (eVA). Mr. Berry provided an overview of the current procurement market and statistics, opportunities afforded by eVA, e-procurement status in the Commonwealth, and the University's efforts to implement eVA for enhanced purchasing services for both internal and external customers. He shared the department's goals and explained how Old Dominion University was the first institution to develop an interface between eVA and its ERP and will be the first institution to bring up the full functionality of the system. He shared the implementation roll-out schedule to the campus, with the goal of having all departments on-line by the end of the fall semester. He concluded his report by sharing monthly and year-to-date totals of e-procurement purchases, breaking out the figures for small women and minority vendors.

Mr. Fenning introduced Ms. Betty Diamond, Director of the Office of Student Financial Aid, who provided an overview of the operational and organizational functions of her department, the major funding sources available to students, and the student eligibility factors that determine a student's financial aid award. \$118 million in financial aid has been offered to over 12,000 eligible students, and as of March 27th, \$68.5 million has been disbursed to 10,350 students. She provided details on the types of scholarships awarded, which in total represent approximately 12% of all financial aid. She reviewed loan default rate data and pointed out that ODU's default rate is significantly lower than both Virginia and peer institutions. She briefed the Committee on the types of aid awarded and the different funding

sources, and the process and timetable for disbursing aid. Old Dominion has been the first public institution in the Commonwealth to make its student financial aid award for several years. She shared issues that are on the horizon for financial aid programs.

Don Runyon, Assistant Vice President for Auxiliary Services, presented information on the ODU Monarch Plus Card Program, as well as the evolution of campus card programs in general which provide various uses of these cards for students, faculty and staff. He introduced Ms. Christine Jambard, Director of the Card Center, and Mr. Robert Olson, General Manager of Auxiliary Services. Mr. Runyon reported that recently the Card Center has begun offering these accounts to off-campus businesses and the early results have shown great promise and positive connections between the University and the local business community. This program will also be a good bridge to new businesses opening in the University Village in years to come. At the conclusion of his report, Monarch Plus cards were distributed to committee members, who were invited to visit the Card Center at their convenience to add money to their cards so that they can begin using them at vendors on and off campus as well as for concessions at events in the Ted Constant Center.

Deane Hennett, University Auditor, introduced the members of the internal audit staff to the Committee, and the Committee concluded its regular agenda with the standing report from the Investment Committee by Mr. Alonzo Brandon, Executive Director of Foundations and Development.

At the conclusion of the report, Ms. Woolsey asked about eVA. Mr. Hixon explained that it is an electronic procurement system that allows all purchasing to be done online. Mr. Fenning added that the intent is to accelerate the procurement process and to extend the ease with which vendors can receive more competitive quotes. The new system will save significant time and will eliminate the need for paper requisitions. Between now and July 1, the University can continue to work with vendors who are not registered with eVA, but after July 1, vendors must be registered to do business with the Commonwealth.

Mr. Wagner asked about the City's edge management proposal. Vice President Fenning stated that a good portion of the Village will be built out within the next 24 to 36 months. The City is now interested in working with the University on improving the frontage on the Hampton Boulevard corridor from 38th Street to the 21st Street underpass. A letter has been sent to the City strongly suggesting the creation of a design overlay district and university representatives will be meeting with City staff early next week to initiate that activity. Current structures will be grandfathered, but the creation of a design overlay district will assist in improving the market in terms of the retail, office and residential environment on the west side of Norfolk. Mr. Batten added that this is a City effort to beautify this area.

Ms. Marsh indicated that Vice President Fenning has agreed to make a presentation to students on the tuition and fee increases.

REPORT ON FINANCIAL CAMPAIGN

Rector Batten stated that among the Board's most important responsibilities is to direct the institution's fundraising efforts. President Runte commented that one of the common themes among focus group sessions conducted during her first year as president was the frustration people feel because the institution is underfunded. With state funding dwindling, fundraising becomes even more critical to the University's vitality. The overriding theme of the financial campaign is investment in people (i.e., chairs, student scholarships) and is tied to the strategic plan. The campaign is decentralized such that the six academic colleges have developed their own case statements, goals and priorities. Additionally, each college has established its own advisory board to guide its campaign. The deans or their representatives have been invited to share with the Board an abbreviated version of the case statements for their college campaigns.

Janet Katz, Interim Dean of the College of Arts and Letters, indicated that the College's goal is \$9.75 million. \$3 million will be used to support scholarships, \$3 million for endowed chairs and \$3.75 million for program support. Two endowed chairs will be established at \$1.5 million each - a Media Ethics Chair and a Digital Media Arts Chair. \$3.75 million will be used to support the creative writing program (\$1.5 million), the Film and Video Festival (\$500,000), the Faculty Research Endowment (\$850,000), the Senior Seminar Endowment (\$150,000), and renovation of the University Theater (\$750,000).

On behalf of the College of Education, Dean William Graves reported that its goal of \$8 million will be used for scholarships (\$4 million), endowed chairs (\$3 million), and program support (\$1 million). \$1.5 million each will be used to establish endowed Technology Education and Reading Chairs. \$500,000 each will be used to support the Aphasia Clinical Faculty Endowment and the Faculty Research Endowment, and will make its program one of the top seven in the United States.

Shirley Glover, Associate Dean of the College of Health Sciences, stated that the number of competent, caring and technologically prepared practitioners must be increased in order combat existing healthcare shortages. The College's goal of \$5 million will be used to fund upper level endowed scholarships (\$1.5 million), an Interdisciplinary Research Endowed Professorship (\$1.5 million), and academic enrichment (\$2 million).

Bruce Rubin, Interim Dean of the College of Business and Public Administration, indicated that the \$10 million they plan to raise during the Capital Campaign will yield four endowed chairs at \$1.5 million each in Marketing, Accounting, Real Estate and an Alumni Chair in Teaching; and \$2.5 million in scholarships. The College will invest in special student programs, student/faculty research activities, new course development and new materials with the remaining \$1.5 million.

On behalf of the College of Sciences, Michael Overstreet, Interim Associate Dean, stated that it plans to raise \$12 million during the Financial Campaign. Of that \$12 million, \$6.5 million will fund scholarships, \$4.5 million will fund three endowed chairs in Computational and Nuclear Physics, Marine Sciences and Computational Mathematics; and the remaining \$1 million will support the Driving Research Center.

Oktay Baysal, Interim Dean of the College of Engineering and Technology, will use the \$13 million raised during the campaign to fund four endowed chairs at \$1.75 million each, scholarships totaling \$3 million, and support the College through various initiatives with the remaining \$3 million. Endowed chairs in Modeling and Simulation, Micro- and Nano-Bioelectronics, and Advanced Transportation Engineering and Computational Engineering for Aerospace will be established. The \$3 million in program support will be used to establish laboratories in Motorsports, Quality and Tolerancing and Electromechanical Systems (\$1.5 million); a National Engineering Design Competition (\$750,000); and an International Engineering Design Competition (\$850,000).

Alonzo Brandon, Executive Director of Development and Foundations, described the Campaign's strategies, leadership and schedule and provided an overview on highlights of the Campaign and the amount raised to date. He indicated that Mr. Maniyar has agreed to lead the Campaign for the Board of Visitors and solicitations will begin soon.

OLD/UNFINISHED BUSINESS

The Rector asked if there was any old business to come before the Board. Ms. Graeber asked about the status of the Maglev stations. President Runte indicated that within approximately three months of receiving the Federal funds, the trains will be running and the stations will then be completed.

NEW BUSINESS

The Rector asked if there was any new business to come before the Board. There was none.

With no further business to be discussed, the meeting adjourned at 4:00 p.m.