

**OLD DOMINION UNIVERSITY  
BOARD OF VISITORS  
Thursday, September 22, 1994**

**MINUTES**

The Board of Visitors met in regular session on Thursday, September 22, 1994, at 3:00 P.M. in Webb University Center on the Norfolk campus. Present from the Board of Visitors were:

Arthur A. Diamonstein, Rector  
James F. Babcock  
Jo Ann Blair-Davis  
Edward L. Hamm, Jr.  
Irvine B. Hill  
Henry E. Howell, Jr.  
Robert J. O'Neill, Jr.  
Gerald L. Parks  
J. Michael Pitchford  
William L. Rueger  
Anne B. Shumadine  
Anne Marie Whittemore

Absent were:

Lillie M. Babalas  
Gilbert T. Bland  
Jack O. LeFlore  
Charles H. Rotert, Jr.  
Robert E. Washington

Also present were:

James V. Koch, President	Patrick B. Kelly
Robert L. Ake	Kay A. Kemper
Dana D. Burnett	Elizabeth Lewis
Jo Ann M. Gora	Donna W. Meeks
David F. Harnage	Cecelia T. Tucker
Ruth C. Jones	

**CALL TO ORDER AND APPROVAL OF MINUTES**

Rector Diamonstein called the meeting to order and introduced the four new members of the Board who were present: Jim Babcock, Jo Ann Blair-Davis, Ed Hamm and Jerry Parks, and mentioned that the fifth new member, Charles Rotert, attended the committee meetings but was unable to remain for the meeting of the full Board. Mr. Diamonstein then asked for approval of the minutes of the annual meeting of June 23, 1994. Upon a motion duly made and seconded, the minutes were approved as distributed.

**RECTOR'S REPORT**

The Rector stated that he needed to appoint a member of the Board to serve as a representative of the newly created Real Estate Foundation. He ask Irvine Hill to serve and Mr. Hill agreed. President Koch explained that the Real Estate Foundation was created to give the University a mechanism to take possession of real property for which the Educational Foundation, for one reason or another, might not want to assume liability.

Mr. Diamonstein read a resolution of appreciation for Mr. McKinnon to recognize him for his service last year as Rector. Upon a motion duly made and seconded, the following resolution was unanimously approved:

OLD DOMINION UNIVERSITY  
RESOLUTION OF APPRECIATION  
ARNOLD B. MCKINNON

WHEREAS, Arnold B. McKinnon served nine years on the Old Dominion University Board of Visitors; and

WHEREAS, Arnold B. McKinnon served as Rector of the Board of Visitors during the 1993-94 academic year; and

WHEREAS, Arnold B. McKinnon brought wisdom, insight, interest, courage when necessary, and great influence to the University during his service on the Board of Visitors; and

WHEREAS, during his tenure as Rector, the University received from the General Assembly its largest single appropriation in its history for TELETECHNET, an initiative helped enormously by Mr. McKinnon's influence and presence in Richmond; and

WHEREAS, Arnold B. McKinnon was critical in helping the University put its financial affairs into order and in giving the community a greater sense of confidence about the University; and

WHEREAS, Arnold B. McKinnon's retirement from service on the Board of Visitors will be a great loss to the University.

THEREFORE, BE IT RESOLVED, that the Board of Visitors expresses its sincere appreciation to Arnold B. McKinnon for his outstanding service on the Old Dominion University Board of Visitors.

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of the Board of Visitors, and that an appropriately framed copy be presented to Mr. McKinnon.

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Mr. Diamonstein also presented resolutions of appreciation for former board members Dorothy M. Doumar and Edgar S. Everhart. Upon a motion duly made and seconded, the following resolutions were unanimously approved:

OLD DOMINION UNIVERSITY  
RESOLUTION OF APPRECIATION  
DOROTHY M. DOUMAR

Dorothy Mundy Doumar has provided significant service to her community for many years. Her career includes the presidency of the Virginia Opera, the chairmanship of the Norfolk Board of Commerce Bank, the chairmanship of the Virginia Council of Visitors, and the receipt of the First Citizen of Norfolk award in 1988. Mrs. Doumar's many distinguished accomplishments in service to Old Dominion University include being the first woman to serve as Rector of the Board of Visitors and as president of the Educational Foundation. Those who have worked with her are vocal in their respect and admiration:

"Dot Doumar is the consummate volunteer...(She has always had) a willingness to go the extra mile, to settle for nothing less than the best. Her goal for Old Dominion has always been that we achieve excellence, and she has been a tireless worker toward that end." -- *Robert Fodrey, former chairman of the Old Dominion University Educational Foundation*

"She was an invaluable member of the Board of Visitors during my tenure as rector, and during her own she did a great deal to move the University in the proper direction at a time when it was going through a surge in growth and stature." -- *Edgar Everhart, former rector, Old Dominion University Board of Visitors*

"A great friend to so many people -- and a great friend of ODU" -- *Linda Kaufman, lifetime friend of Mrs. Doumar and former member of the Old Dominion University Board of Visitors*

"What comes to mind when I think of Dot Doumar: Love of her community and service to it, all done unselfishly and with a cheerful spirit." -- *G. William Whitehurst, former U.S. Congressman and George M. & Linda H. Kaufman University Lecturer in Public Affairs at Old Dominion University*

Mrs. Doumar's efforts on behalf of education, health, business and the arts resound within Hampton Roads and Virginia. It is, therefore, the pleasure of the Old Dominion University Board of Visitors to recognize Mrs. Doumar's extraordinary achievements as a volunteer throughout the community and on behalf of the University and to express its appreciation for over 20 years of distinguished service.

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OLD DOMINION UNIVERSITY  
RESOLUTION OF APPRECIATION  
EDGAR S. EVERHART

WHEREAS, Edgar S. Everhart has been an outstanding volunteer in the Old Dominion University community, serving as rector of the Board of Visitors as well as on the board of trustees of the Educational Foundation; and

WHEREAS, during his tenure as rector of the Board of Visitors, Mr. Everhart challenged the University to chart its course toward the institution it is today; and

WHEREAS, while serving on the Board of Trustees of the Educational Foundation, he showed a commitment to the University and to guiding it on its chosen path; and

WHEREAS, Mr. Everhart answered the call for many patriotic endeavors including service of his country during World War II as a Lieutenant Commander in the United States Navy; and

WHEREAS, Mr. Everhart has supported Old Dominion University in such a way that he merited the tribute of an Honorary Alumni Certificate; and

WHEREAS, Mr. Everhart has served as a leader in his community, as president of the Association of Naval Architects, as president of the American Boatbuilders and Repairers Association, and as an active member of the Republican Party; and

WHEREAS, Mr. Everhart has been active in the religious community, serving as a trustee of the Episcopal Diocese of Southern Virginia and as a Senior Warden of his church and as a volunteer for such worthy community efforts as the United Way and the Red Cross; and

WHEREAS, Mr. Everhart unfailingly has used unbiased judgment in his leadership and has become renowned for his business acuity.

NOW, THEREFORE, BE IT RESOLVED, that the Old Dominion University Board of Visitors recognizes Edgar S. Everhart as an exceptional supporter of Old Dominion University and the community of Hampton Roads.

BE IT FURTHER RESOLVED, that this resolution be spread upon the minutes of the Board of Visitors, and that an appropriately framed copy be presented to Mr. Everhart.

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**PRESIDENT'S REPORT**

The Rector called on President Koch for his report. President Koch announced that tonight Susan Faludi will speak on campus as the first lecturer in the 1994-95 President's Lecture Series. The Sunday edition of the *Virginian Pilot* featured an interview with Ms. Faludi. She has gathered

widespread attention nationally and a large audience is expected for her lecture. He asked board members to let him know as soon as possible if they were interested in attending any of the lectures as well as the dinners with guest speakers, as seats for these events are popular.

President Koch distributed a reprint of an article on Hampton Roads from *Fortune Magazine* which includes a one-page spread on Old Dominion University. He also distributed copies of an article on he wrote on restructuring which appeared in today's *Virginian Pilot*.

President Koch distributed copies of the University's Strategic Plan. He asked Provost Gora to comment on the document. Provost Gora stated that over 100 faculty, staff and administrators participated in the two-year process which resulted in the document. She enumerated out several points of pride about the document. First, the document is short; only 33 pages long. Second, the document contains a very detailed implementation plan. The implementation plan takes each strategic initiative and identifies the objectives, the action, the responsible party, the cost and the timeline. Third, the strategic initiatives are simple and straightforward, and are grouped around three main themes (distinctive academic program, quality of student life, and community involvement and commitment). Finally, the document contains a statement about restructuring and reallocation - a very straightforward essay describing the financial climate in which the University exists, and the administration's need to always think about restructuring and reallocation of scarce resources. Provost Gora also pointed out that, because this has been an ongoing plan for the last two years, the administration has already accomplished some of the objectives outlined in the plan.

President Koch asked Provost Gora to brief the Board on the Career Advantage Program. Provost Gora reported that one of the ideas that emerged in the strategic planning process was the creation of a distinctive academic program. After much debate, the notion of having a practicum - that is, an out-of-class activity that involved academic credit, rigorous work, was supervised by faculty, and was related to the major - should become a part of the undergraduate curriculum. The original idea was to have this as a *requirement* for graduation, but after lengthy discussion, the suggestion was made that it should not be a *requirement* for graduation, but a *guarantee*. The idea was further expanded to build the practicum around a larger program, which has become known as "The Career Advantage Program."

The Career Advantage Program has three basic elements: (1) provide a strong academic curriculum; (2) offer the opportunity to participate in an internship or practicum; and (3) provide students with an array of career counseling services beginning in their freshman year. Career counseling will include aptitude testing, academic advising, electronic registration, career development workshops, and workshops on resumé writing, interviewing and how to conduct a job search. Old Dominion University is fortunate in that it has very sophisticated career planning software. Students will also be encouraged to participate in co-curricular activities, as these types of activities translate into real skills and experiences that can be included on their resumé. The practicum will take place in a student's junior year. In the senior year, students will take a capstone course in their major and will use Career Services to target their job search campaign. The program will also include an alumni network to match students with alumni mentors in their fields of interest.

Provost Gora indicated that this program was developed over the summer as a way to provide more substance to the practicum experience. The Faculty Senate will have an opportunity to review and approve the program in the next few weeks.

**REPORTS OF STANDING COMMITTEES**

**ACADEMIC AFFAIRS COMMITTEE**

The Rector called on Anne Shumadine for the report of the Academic Affairs Committee. Ms. Shumadine reported that Provost Gora briefed the Committee on the strategic plan and restructuring document entitled, "Building the University of the 21st Century: The Future is Now." Provost Gora emphasized the efficiency the University has achieved by increasing faculty teaching loads, reducing course duplication, eliminating low enrollment programs, improving the faculty evaluation process, and reducing the number of credit hours required for graduation. Increased effectiveness has been achieved through the implementation of TELETECHNET, the initiation of partnerships with the community and the development of the Career Advantage Program. Provost Gora emphasized the framework the strategic plan has provided for the restructuring process.

Provost Gora presented to the Committee the 1994-95 agenda planning overview and reviewed three requests for leaves of absence without compensation. The following resolutions were brought forth as recommendations of the Academic Affairs Committee and were unanimously approved:

**FACULTY APPOINTMENTS**

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

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Julie R. Ancis Instructor of Educational Leadership and Counseling (Tenure Track - New Position)	\$34,000	8/1/94	10 mos

Ms. Ancis received a B.A. in Psychology, and an M.S. in Counseling, in 1986 and 1988 respectively, from the State University of New York at Albany. She is currently working on her Ph.D. in Counseling from the State University of New York at Albany. From July 1993 to June 1994, Ms. Ancis was employed as a Doctoral Intern at the University of Maryland Counseling Center and as a Research Investigator since September 1993. She is a member of the American College Personnel Association and the American Psychological Association.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Dyuti Banerjee Visiting Assistant Professor of Economics (Replacement Position)	\$46,360	8/1/94	10 mos

Dr. Banerjee received a B.A. in Economics in 1986 from Jadavpur University (India), and an M.A. and Ph.D. in Economics, in 1990 and 1994 respectively, from Virginia Polytechnic Institute and State University. Since Spring 1991, he has been employed as a Teaching Assistant and Instructor in the Department of Economics at Virginia Polytechnic Institute and State University.

Ms. Katherine Beale Instructor of Child Study and Special Education/Child Care Center (New Position)	\$27,500	8/16/94	10 mos
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Ms. Beale received a B.A. in Psychology in 1992 from the University of Virginia and an M.A. in Early Childhood Education in 1994 from Old Dominion University. Since August 1993, Ms. Beale has been employed as a Graduate Assistant in the Department of Child Study and Special Education at Old Dominion University. She is a member of the National Association of Early Childhood Education and the Virginia Association of Early Childhood Education.

Dr. Janice V. Belcher Visiting Associate Professor of Nursing (Replacement Position)	\$40,000	8/1/94	10 mos
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Dr. Belcher received a B.S.N. and an M.S. in Nursing, in 1973 and 1976 respectively, from Ohio State University and a Ph.D. in Nursing in 1991 from the Medical College of Virginia/Virginia Commonwealth University. From 1990 to 1992 she was employed as an Assistant Professor of Nursing at Ball State University. Since 1992, Dr. Belcher has been employed as an Adjunct Assistant Professor in the Department of Nursing at Old Dominion University. She is a member of the Council on Graduate Education for Administration in Nursing, the Midwest Nursing Research Society, and the American Nursing Association.

Ms. Andrea E. Berndt Instructor of Psychology (New Position)	\$22,000	8/1/94	10 mos
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Ms. Berndt received a B.S. in Psychology in 1992 from Old Dominion University. She is currently working on her M.S. degree in Psychology from Old Dominion University. Since September 1992, Ms. Berndt has been employed as a Graduate Teaching Assistant at Old Dominion University. She is a member of the Virginia Psychological Association and the American Psychological Association.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Marielle Blais Visiting Assistant Professor of English (Replacement Position)	\$32,000	8/1/94	10 mos

Ms. Blais received a B.A. in Latin and French and an M.S. in Communication Disorders, in 1977 and 1982 respectively, from the University of Vermont, and an M.A. in English in 1987 from Middlebury College. She is currently working on a Ph.D. in English from the University of North Carolina at Chapel Hill. Since 1992, Ms. Blais has been employed as a Teaching Assistant in the University of North Carolina's Writing Center. She is a member of the Modern Language Association and the National Council of Teachers of English.

Dr. John D. Branch, III Visiting Assistant Professor of Health, Physical Education and Recreation (Replacement Position)	\$36,500	8/1/94	10 mos
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Dr. Branch received a B.A. in Health and Physical Education in 1978 from Furman University and an M.S. and Ph.D. in Physiology of Exercise, in 1980 and 1993 respectively, from the University of South Carolina. Since August 1993, he has been employed as an Adjunct Instructor in the Department of Exercise Science and the University of South Carolina. Dr. Branch is a member of the American College of Sports Medicine.

Dr. Charles F. Bunting Assistant Professor of Engineering Technology (Tenure Track - New Position)	\$40,000	8/1/94	10 mos
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Dr. Bunting received an A.A.S. in Electronics Technology in 1985 from Tidewater Community College, a B.S. in Electrical Engineering Technology in 1989 from Old Dominion University, and an M.S. and Ph.D. in Electrical Engineering, in 1992 and 1994 respectively, from Virginia Polytechnic Institute and State University. Since August 1991, he has held The Bradley Fellow in the Department of Electrical Engineering at Virginia Polytechnic Institute and State University.

Dr. Scott Cairns Associate Professor of English (Tenure Track - Replacement Position)	\$46,200	8/1/94	10 mos
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Dr. Cairns received a B.A. in English in 1977 from Western Washington University, an M.A. in English in 1979 from Hollins College, an M.F.A. in Creative Writing in 1981 from Bowling Green State University, and a Ph.D. in English in 1990 from the University of Utah. Since September 1990, he has been employed as an Assistant Professor and Director of Creative Writing at the University of North Texas. He is a member of the Associated Writing Programs, Modern Languages Association and the Popular Culture Association.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Rex Cammack Visiting Assistant Professor of Political Science and Geography (Replacement Position)	\$32,500	8/1/94	10 mos

Mr. Cammack received a B.S. and an M.S. in Geography, in 1989 and 1991 respectively, from the University of South Carolina. He is currently working on a Ph.D. in Geography from the University of South Carolina. Since August 1993, Mr. Cammack has been employed as a Research Assistant in the Department of Geography at the University of South Carolina. He is a member of the Association of American Geographers and the North American Cartographic Information Society.

Mr. Irvine Clarke, III Instructor of Marketing (Replacement Position)	\$25,000	8/1/94	10 mos
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Mr. Clarke received a B.S.B.A. in Marketing in 1986 from the University of Richmond and an M.B.A. in Marketing in 1990 from Old Dominion University. He is currently working on a D.B.A. degree from Old Dominion University. Since September 1992, Mr. Clarke has been employed as a Teaching and Research Assistant at Old Dominion University. He is a member of the American Marketing Association and the Academy of Marketing Science.

Mr. Joseph P. Cosco Visiting Assistant Professor of English (Replacement Position)	\$32,000	8/1/94	10 mos
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Mr. Cosco received an A.B. in English in 1971 from Dartmouth College, a diploma in Anglo-Irish Literature in 1973 from Trinity College (Ireland), and an M.A. in English Literature in 1974 from Columbia University. He is currently enrolled in the American Studies Ph.D. program at the College of William and Mary. Since 1986, Mr. Cosco has been employed with the Virginian-Pilot/The Ledger-Star. He has also been employed as an Adjunct Instructor in the English Department at Old Dominion University since 1992.

Ms. Matilda W. Cox Instructor of English (Replacement Position)	\$24,000	8/1/94	10 mos
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Ms. Cox received a B.A. in English in 1991 from Old Dominion University. She is currently working on an M.A. in English from Old Dominion University. Since 1993, Ms. Cox has been employed as a Teaching Assistant in the English Department at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Jeanette Dear Assistant Professor of Political Science and Geography (Tenure Track - Replacement Position)	\$39,000	8/1/94	10 mos

Dr. Dear received a B.A. in Government in 1983 from Southern Illinois University, an M.P.A. in Policy Analysis in 1985 from Sangamon State University, and a Ph.D. in Political Science in 1992 from State University of New York at Binghamton. Since 1992, he has been employed as an Assistant Professor in the Department of Political Science at the University of Utah. She is a member of the Western Political Science Association, the American Political Science Association, and the American Society for Public Administration.

Dr. Gail E. Dodge Assistant Professor of Physics (Tenure Track - New Position)	\$22,500	1/1/94	5 mos
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Dr. Dodge received a B.A. in Physics in 1986 from Princeton University and an M.S. and Ph.D. degree in Physics, in 1988 and 1993 respectively, from Stanford University. Since October 1993, she has been employed as a Post-Doctoral Associate at the National Institute for Nuclear and High Energy Physics in Amsterdam. She is a member of the American Physical Society, and the Association of Women in Science.

Ms. Elizabeth H. Esinhart Assistant Professor of Political Science and Geography (Replacement Position)	\$32,000	8/1/94	10 mos
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Ms. Esinhart received a B.A. in History and Sociology in 1976 from Mount Holyoke College and a J.D. in 1979 from Duke University School of Law. Since 1981, she has been employed with Willcox and Savage, P.C. Ms. Esinhart has also been employed as an Adjunct Assistant Professor in the Department of Political Science and Geography at Old Dominion University since 1990.

Dr. Mark Fleischer Visiting Assistant Professor of Engineering Management (Replacement Position)	\$51,000	8/1/94	10 mos
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Dr. Fleischer received a B.S. in Political Science in 1978 from Massachusetts Institute of Technology, a JD in 1984 from Cleveland State University, and an M.S. and Ph.D. in Operations Research, in 1988 and 1994 respectively, from Case Western Reserve University. From 1991 to 1993 he was employed as a Research Assistant at Case Western Reserve University, Weatherhead School of Management. Since 1993, Dr. Fleischer has been employed as a Lecturer at Case Western University as well as a Lecturer at John Carroll University, School of Business, during the spring of 1994. He is a member of the Operations Research Society of America.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Steven Gaither Instructor of Educational Leadership and Counseling (Tenure Track - New Position) (President's Graduate Fellow)	\$36,200	8/1/94	10 mos

Mr. Gaither received an A.S. in Accounting in 1975 from Sullivan County Community College, a B.B.A. in Finance in 1977 from Adelphi University, an M.B.A. in Marketing and Management Systems in 1979 from Atlanta University, and an M.A. in Planning and Analysis in 1992 from the University of Michigan. Mr. Gaither is expected to receive his Ph.D. degree from the University of Michigan by September 1, 1994. Since 1989, Mr. Gaither has been employed as a Graduate Research Assistant in the Center for the Study of Higher and Postsecondary Education at the University of Michigan. He is a member of the American Association of Higher Education and the National Association for Education Opportunity.

Ms. M. Evelina Galang Visiting Assistant Professor of English (Replacement Position)	\$32,000	8/1/94	10 mos
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Ms. Galang received a B.A. in Communication of Arts in 1983 from the University of Wisconsin at Madison and an MFA in 1994 from Colorado State University. Since August 1992, she has been employed to teach composition and creative writing to undergraduate students at Colorado State University. Ms. Galang won the Special Edition Press Writing Contest for short fiction, Our Fathers, in December 1993.

Ms. Roxanne Gile Instructor of Political Science and Geography (Replacement Position)	\$16,000	8/1/94	10 mos
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Ms. Gile received a B.S. in Political Science in 1989 from Old Dominion University and an M.A. in Political Science in 1993 from the University of Rochester. She has been employed as a part-time instructor at Old Dominion University and Christopher Newport University for the Fall 1993 and Spring 1994 semesters.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Elizabeth Francis Giles Lecturer of Community Health Professions and Physical Therapy (New Position)	\$40,000	8/1/94	10 mos

Ms. Giles received a B.S. in Physical Therapy in 1981 from the Medical College of Virginia and an M.S. in Community Health Education in 1991 from Old Dominion University. Since 1993, she has been employed as an Adjunct Clinical Faculty in the School of Community Health Professions and Physical Therapy at Old Dominion University, the Co-Chair of the School Health Advisory Committee for the Williamsburg-James City County Public Schools, the Co-Minority Achievement Leader at Norge Elementary School, and a member of the Minority Affairs Advisory Committee at the Williamsburg-James City County Public Schools.

Ms. Kathy Haygood Lecturer of Child Study and Special Education (New Position)	\$32,000	8/16/94	10 mos
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Ms. Haygood received a B.S. in Speech and Hearing in 1976 from West Texas State University and an M.S. in Speech-Language Pathology in 1980 from Loyola College. Since August 1991, she has been employed as a Communication Impaired Specialist and Teacher of the Learning Impaired with the Department of Defense Dependent Schools, RAF Alconbury, England. Ms. Haygood is a member of the Virginia Speech and Hearing Association and the Overseas Science and Communication Association.

Dr. Joyce Hoffman Assistant Professor of English (Tenure Track - Replacement Position)	\$37,000	8/1/94	10 mos
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Dr. Hoffman received a B.A. in English in 1966 from Fairleigh Dickinson University, an M.S. in Journalism in 1974 from Boston University, and a Ph.D. in American Studies in 1994 from New York University. From 1986 to 1992 Dr. Hoffman was employed as an Assistant Professor of Communication Arts at Iona College. She received the Goldsmith Research Grant at the John F. Kennedy School of Government, Harvard University in 1993.

Mr. Amadi Hummings Assistant Professor of Music (Tenure Track - New Position) (President's Graduate Fellow)	\$34,000	8/1/94	10 mos
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Mr. Hummings received a B.M. in Music in 1989 from the New England Conservatory and an M.M. in Music Performance in 1994 from Indiana University. Mr. Hummings has performed at numerous festivals as well as with many orchestras. He was the winner of the Indiana University Viola Competition in 1992.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Tracey Johnstone Instructor of Political Science and Geography (Replacement Position)	\$32,000	8/1/94	10 mos

Ms. Johnstone received a B.A. in Political Science and an M.A. in International Studies, in 1982 and 1987 respectively, from Old Dominion University. She is currently working on an A.B.D. in Political Science from the University of Toronto.

Mr. Richard L. Jones Visiting Assistant Professor of Engineering Technology (Replacement Position)	\$38,000	8/1/94	10 mos
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Mr. Jones received an Associate's degree in Electrical Engineering Technology in 1976 from Cameron University, a B.S. EET in Electrical Engineering Technology in 1978 from Oklahoma State University, and an M.S.E.E. in Electrical Engineering in 1984 from the Naval Postgraduate School. Since 1978, he has been employed as a Lt. Commander in the United States Navy Submarine Service. He has also served as a Senior Instructor of Electrical Engineering at the United States Naval Academy since 1993. Mr. Jones is a member of the Institute of Electrical and Electronic Engineers.

Dr. Jane Jorgenson Visiting Assistant Professor of Speech Communication and Theatre Arts (New Position)	\$33,000	8/1/94	10 mos
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Dr. Jorgenson received a B.A. in English Literature in 1975 from Barnard College, and an M.A. and Ph.D. in Communications, in 1979 and 1986 respectively, from the University of Pennsylvania. Since 1988, she has been employed as an Adjunct Assistant Professor in the Department of Engineering Management at Old Dominion University and in the Department of Speech Communication for the Spring, 1994 semester. She is a member of the International Communication Association and the Speech Communication Association.

Dr. Charles B. Keating Visiting Assistant Professor of Engineering Management (Replacement Position)	\$50,000	8/1/94	10 mos
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Dr. Keating received a B.S. in General Engineering in 1979 from the United States Military Academy, an M.A. in Management and Supervision in 1984 from Central Michigan University, and a Ph.D. in Engineering Management in 1993 from Old Dominion University. Since August 1993, he has been employed as a part-time Assistant Professor in the Department of Engineering Management at Old Dominion University. He is a member of the American Society for Cybernetics.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. John P. Kelly Instructor of English (Replacement Position)	\$24,000	8/1/94	10 mos

Mr. Kelly received a B.A. in English and American Literature in 1979 from Rutgers College and an M.A. in English Language and Literature in 1988 from The College of William Mary. Since 1989, Mr. Kelly has been employed as an Adjunct Instructor in the English Department at Old Dominion University.

Mr. Vernon W. Lewis, Jr. Assistant Professor of Engineering Technology (Rehire in a Tenure Track Position)	\$40,000	8/1/94	10 mos
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Mr. Lewis received a B.S. and an M.S. in Engineering, in 1969 and 1975 respectively, from Old Dominion University. From 1987 to 1993 he was employed as Vice President for McPherson & Associates, P.C. Since January 1994, Mr. Lewis has been employed as a Visiting Assistant Professor in the Engineering Technology Department at Old Dominion University. He is registered as a professional engineer, with 24 years of experience in consulting engineering, industry and education.

Ms. Cynthia M. Little Visiting Assistant Professor of Nursing (Replacement Position)	\$32,000	8/1/94	10 mos
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Ms. Little received an A.S.N. in Nursing in 1974 from DeKalb Community College, a B.S.N. in Nursing in 1977 from the Medical College of Georgia, and an M.S.N. in Nursing in 1994 from Old Dominion University. Since July 1992, she has been employed as a Staff Nurse/Childbirth Educator at Sentara Norfolk General Hospital and as a Diabetic Nurse Specialist at Eastern Virginia Medical School since March 1994. Ms. Little is a member of the Association of Women's Health, Obstetric, and Neonatal Nurses and the Virginia Perinatal Association.

Ms. Angela C. Martin Visiting Assistant Professor of Nursing (New Position)	\$45,000	7/1/94	12 mos
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Ms. Martin received a B.S.N in Nursing in 1979 from the University of North Carolina at Greensboro and an M.S.N. in Nursing in 1983 from the University of North Carolina at Chapel Hill. She is a licensed Registered Nurse and Certified Family Nurse Practitioner. Since May 1991, Ms. Martin has been employed as a Family Nurse Practitioner in private practice with the Family Physicians of Suffolk, Inc. Ms. Martin is a member of the American Nurses Association and the Virginia Nurses Association.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Steven D. Maurer Associate Professor of Management (Tenure Track - Replacement Position)	\$58,000	8/1/94	10 mos

Dr. Maurer received a B.A. in Architectural Technology from Western Washington University, and an M.S. in Industrial Relations and a Ph.D. in Human Resources Management, from the University of Oregon. Since 1988, he has been employed as an Assistant Professor in the Department of Management and Systems at Washington State University at Vancouver. Dr. Maurer is a member of the Society for Human Resources Management, the Academy of Management, and the International Personnel Management Association.

Ms. Virginia A. May Lecturer of Community Health Professions and Physical Therapy (New Position)	\$35,000	8/1/94	10 mos
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Ms. May received an A.A.S. in Physical Therapist Assistant in 1979 from Northern Virginia Community College and a B.S. in Physical Therapy in 1988 from Old Dominion University. Since January 1993, she has established a private practice, Beach Physical Therapy 4 Kids, with an emphasis on pediatric patients. Ms. May is a member of the American Physical Therapy Association and the Virginia Physical Therapy Association.

Dr. Paul E. McCold Assistant Professor of Sociology and Criminal Justice (New Position)	\$31,000	8/1/94	10 mos
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Dr. McCold received a B.A. in Criminal Justice in 1980 from Eastern Washington University, and an M.A. and Ph.D. in Criminal Justice, in 1981 and 1982 respectively, from State University of New York at Albany. Since 1986, he was employed as a Research Scientist II for the NYS Division For Youth. He was also employed during the Spring 1994 semester as an Adjunct Professor in the School of Criminal Justice at the State University of New York at Albany.

Dr. Kathleen Shirley Micken Visiting Assistant Professor of Marketing (Replacement Position)	\$52,000	8/1/94	10 mos
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Dr. Micken received an A.B. in Philosophy and an M.B.A. in Business Administration, in 1971 and 1983 respectively, from The College of William and Mary and a D.B.A. in Business Administration in 1993 from Old Dominion University. From 1984 through 1988 Dr. Micken was employed as an Instructor of Marketing at Old Dominion University. Since 1992, Dr. Micken has been employed as an Instructor of Marketing at Christopher Newport University. She is a member of the American Marketing Association and the Association for Consumer Research.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Nancy T. Minguez Instructor of Foreign Languages and Literatures (Replacement Position)	\$13,000	8/1/94	5 mos

Ms. Minguez received a B.A. in Spanish in 1976 from Old Dominion University and an M.A. in Spanish in 1978 from the Universidad de Salamanca (Spain) via the University of Virginia. Since 1984, she has been employed as an Adjunct Instructor in the Department of Foreign Languages and Literatures at Old Dominion University.

Mr. Michael H. Mitchell Instructor of Biological Sciences (Replacement Position)	\$23,300	8/1/94	10 mos
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Mr. Mitchell received an A.S. in Science in 1981 from Tidewater Community College, and a B.S. and M.S. in Biology, in 1981 and 1986 respectively, from Old Dominion University. He is currently working on a Ph.D. in Biomedical Sciences from Old Dominion University. Since 1992, Mr. Mitchell has been employed as a Teaching/Research Assistant in the Department of Biological Sciences at Old Dominion University.

Manuela Mourao Visiting Assistant Professor of English (Replacement Position)	\$32,000	8/1/94	10 mos
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Dr. Mourao received a Licenciatura in Modern Languages and Literatures in 1981 from the University of Porto (Portugal), an M.A. in English in 1985 from Eastern Illinois University, and a Ph.D. in Comparative Literature in 1990 from the University of Illinois at Urbana-Champaign. Since 1992, she has been employed as an Adjunct Assistant Professor of English at Old Dominion University and a Visiting Professor of Literature and Communications during Spring, 1994 at Instituto Erasmus, Proto, Portugal. She is a member of the International Comparative Literature Association, the American Comparative Literature Association and the Modern Language Association.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Martha J. Myers Visiting Assistant Professor of Medical Laboratory Sciences and Environmental Health (Replacement Position)	\$38,000	8/1/94	10 mos

Dr. Myers received a B.S. in Medical Technology in 1973 at Marquette University, an M.S. in Medical Microbiology in 1979 from the University of Washington, and a Ph.D. in Microbiology in 1985 from the University of California-Davis. From June 1993 to August 1993 she was employed as an Adjunct Faculty in the Microbiology Laboratory at Thomas Nelson Community College and since September 1993, as an Assistant Professor of Microbiology. Dr. Myers has also held the position as Science and Health Writer for the Virginian Pilot and The Ledger Star (February 1992), and as a Computer Consultant for Controls Engineering Maintenance Corporation (May 1992 - present).

Ms. Staci Phelps Instructor of Child Study and Special Education/Child Care Center (New Position)	\$27,500	8/16/94	10 mos
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Ms. Phelps received a B.S. in Interior Design in 1988 from Radford University and an M.S.Ed. in Early Childhood Education 1993 from Old Dominion University. From 1992 to 1993 she was employed as a Teaching Assistant in the Child Study and Special Education Department at Old Dominion University. Since 1993, Ms. Phelps has been employed as a First Grade Teacher in the City of Chesapeake Public Schools Southeastern Elementary School. Ms. Phelps is a member of the National Association for the Education of Young Children. In 1993 she received Old Dominion University's Darden College of Education Outstanding Graduate Student in Early Childhood Education Award.

Ms. Carol H. Posey Instructor of English (Replacement Position)	\$24,000	8/1/94	10 mos
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Ms. Posey received a B.M. in Music Education in 1967 from East Carolina University and an M.A. in English in 1987 from Old Dominion University. Since 1988, Ms. Posey has been employed as an Adjunct Instructor in the Department of English at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Jiangning Qin Visiting Assistant Professor of Civil and Environmental Engineering (Replacement Position)	\$42,000	8/1/94	10 mos

Dr. Qin received a B.S. in Mechanical Engineering in 1982 from Beijing University of Posts and Telecommunications, an M.S. and Ph. D. in Vehicle Engineering, in 1984 and 1988 respectively, from Beijing Institute of Technology. Since October 1989, he has been employed as a Research Scientist assisting Professor D.T. Nguyen, (Department of Civil and Environmental Engineering, Old Dominion University), in carrying out several research projects sponsored by NASA Langley Research Center and Air Force Weapons Laboratory. Dr. Qin has 20 publications to his credit. He is a member of the American Institute of Aeronautics and Astronautics.

Dr. Joann T. Richardson Visiting Assistant Professor of Community Health Professions and Physical Therapy (Replacement Position)	\$45,000	8/1/94	10 mos
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Dr. Richardson received a B.S. in Environmental Health and an M.S. in Community Health Education, in 1983 and 1984 respectively, from Old Dominion University and a Ph.D. in Health Services Organization and Research in 1993 from the Medical College of Virginia, Virginia Commonwealth University. Since 1993 Dr. Richardson has been employed as an Assistant Professor at the Medical College of Virginia and as an Adjunct Professor at Virginia Union University. She is a member of the American Public Health Association and the Virginia Public Health Association.

Ms. Cheryl Robinson Instructor of Child Study and Special Education (New Position)	\$27,500	8/16/94	10 mos
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Ms. Robinson received a B.S. in Home Economics in 1986 from the University of North Carolina at Greensboro and an M.S. in Adult Education in 1993 from Old Dominion University. Since 1990, she has been employed as a fourth grade teacher with the Virginia Beach Public Schools. Ms. Robinson is a member of the National Education Association and the Virginia Beach Education Association.

Mr. Curtis Ryan Instructor of Political Science and Geography (Replacement Position)	\$32,000	8/1/94	10 mos
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Mr. Ryan received a B.A. in History and Political Science in 1986 from Drew University and an M.A. in Political Science in 1991 from the University of North Carolina at Chapel Hill. He is currently working on a Ph.D. in Political Science at the University of North Carolina at Chapel Hill. Mr. Ryan has been employed as an Instructor in the Department of Political Science at the University of North Carolina at Chapel Hill. Mr. Ryan received the Peace Scholar Research Award for 1993-94 from the United States Institute of Peace.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Rebecca Sehlhorst Instructor of Child Study and Special Education/Child Care Center (New Position)	\$27,500	8/16/94	10 mos

Ms. Sehlhorst received a B.S. in Human Services Counseling and an M.S. Ed. in Early Childhood Education , in 1992 and 1994 respectively, from Old Dominion University. From June to August 1993 she was employed as a Summer School Teacher at Holland Elementary School. Since August 1993, Ms. Sehlhorst has been employed as a Graduate Assistant in the Department of Child Study and Special Education at Old Dominion University.

Dr. Patricia Strait Visiting Assistant Professor of Management (Replacement Position)	\$53,000	8/1/94	10 mos
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Ms. Strait received a B.A. in Journalism and a Ph.D. in Management, in 1983 and 1993 respectively, from Old Dominion University, and an M.S. in Management in 1986 from Newport College. From 1989 to 1992 she was employed as an Instructor in the Department of Management at Old Dominion University. Since August 1992, Dr. Strait has been employed as an Instructor in the Department of Management and Marketing at Christopher Newport University. Ms. Strait is a member of the Southern Management Association and the American Society of Public Administration.

Dr. Daniel Sutter Visiting Assistant Professor of Economics (Replacement Position)	\$46,000	8/1/94	10 mos
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Dr. Sutter received a B.S. in Economics in 1987 from Rensselaer Polytechnic Institute and an M.A. and Ph.D. in Economics, in 1992 and 1993 respectively, from George Mason University. From July 1991 to August 1993 he was employed as a Lecturer in the Department of Economics at George Mason University. Since August 1993, Dr. Sutter has been employed as a Visiting Assistant Professor in the Department of Economics at Northern Michigan University. He is a member of the American Economics Association and the Southern Economics Association.

Mr. Philippus Jan van der Wees Lecturer in the School of Community Health Professions and Physical Therapy (New Position)	\$40,000	8/15/94	10 mos
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Mr. van der Wees received a B.S. in Physical Therapy in 1987 from the Academy of Physical Therapy (The Hague) and an M.S. in Human Movement Sciences in 1994 from Vrije Universiteit (Free University) Amsterdam. Since 1987, he has been employed as a Physical Therapist in a primary care practice for Goudekot Physical Therapy and since 1990 as a Lecturer in Physical Therapy at Leidse Hogeschool (Polytechnic Leiden).

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Mary Jodine Wolford Instructor in the College of Education/Child Care Center (New Position)	\$28,500	8/14/94	10 mos

Dr. Wolford received a B.A. in Sociology in 1979 from Purdue University, an M.A. in Humanities and a Ph.D. in Urban Education, in 1984 and 1993 respectively, from Old Dominion University. From 1988 she was employed as a Graduate Assistant in the Women's Center at Old Dominion University. Since 1993, Dr. Wolford has been employed as a Child Care Coordinator at Old Dominion University. She is a member of the National Association for the Education of Young Children and the American Psychological Society.

Dr. Steven Yetiv Assistant Professor of Political Science and Geography (Rehire in a Tenure Track Position)	\$34,500	8/1/94	10 mos
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Dr. Yetiv received a B.A. in Political Science and an M.A. in International Relations, in 1985 and 1987 respectively, from the University of Akron, and a Ph.D. in Political Science in 1990 from Kent State University. From 1992 to 1993 he was employed as an Affiliate at the Harvard Center for International Affairs. Since August 1993, Dr. Yetiv has been employed as a Visiting Assistant Professor of Political Science and Geography at Old Dominion University in a non-tenure track position. He is a member of the International Studies Association and the American Political Science Association.

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#### APPOINTMENT OF DIRECTOR OF THE FOREIGN LANGUAGES LABORATORY

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Colleen L. Miller as the Director of the Foreign Languages Laboratory, effective August 1, 1994.

Ms. Miller received an A.A. in Language in 1971 from Yakima Valley College, a B.A. in French and English and an M.A.T. in English, in 1974 and 1977 respectively, from the University of Washington. Since 1992, she has been employed as the Foreign Language Laboratory Director/Instructional Assistant at Thomas Nelson Community College.

Salary: \$30,000 for 12 months

Rank: Director of the Foreign Languages Laboratory and Instructor

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APPOINTMENT OF INSTRUCTIONAL DESIGNER

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Dr. Yanyan Yong as Instructional Designer in Academic Television Services (Center for Learning Technologies), effective September 1, 1994.

Dr. Yong received a B.A. in Language Teaching in 1983 from Beijing Second Language Institute (China), and an M.S. and Ph.D. in Education, in 1989 and 1994 respectively, from Southern Illinois University at Carbondale. Dr. Yong has eleven years teaching experience in both K-12 and Higher Education, including the Learning Skills Laboratory in the College of Education at Southern Illinois University. She is a member of the National Society of Performance and Instruction.

Salary: \$25,000 for the period September 1, 1994 through June 30, 1994 based on an annual salary of \$30,000 for 12 months

Rank: Instructional Designer and Assistant Professor

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APPOINTMENT OF THE DIRECTOR OF THE CENTER FOR  
LEARNING TECHNOLOGIES

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Dr. Susan M. Zvacek as Director of the Center for Learning Technologies, effective September 16, 1994.

Dr. Zvacek received a B.A. in Speech and a Ph.D. in Curriculum and Instructional Technology, in 1980 and 1989 respectively, from Iowa State University and an M.Ed. in Educational Studies Media in 1982 from the University of Utah. Since 1989, she has been employed as an Assistant Professor at the University of Northern Colorado. Along with her duties at the University of Northern Colorado she has worked with the Pacific Mountain Network in Denver, Colorado as an Educational Consultant, and with the Iowa Distant Education Alliance as an Educational Evaluation Consultant. Dr. Zvacek belongs to many professional associations and has published many works.

Salary: \$39,583.27 for the period September 16, 1994 through June 30, 1995 based on an annual salary of \$50,000 for 12 months

Rank: Director of the Center for Learning Technologies and Assistant Professor

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APPOINTMENT OF RESIDENT DIRECTOR

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Marion P. Carvalho as Resident Director, effective July 16, 1994.

Ms. Carvalho received a B.S. in Criminal Justice and an M.S. in Higher Education Counseling, in 1991 and 1993 respectively, from West Chester University. Since August 1993, she has been employed as Residence Director at the University of Massachusetts.

Salary: \$17,730 from July 16, 1994 through June 30, 1995 based on an annual salary of \$18,500 for 12 months

Rank: Resident Director and Instructor

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APPOINTMENT OF INTERIM RESIDENT DIRECTOR

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Michael J. Hanley as Interim Resident Director, effective August 16, 1994.

Mr. Hanley received a B.A. in History in 1992 from Old Dominion University. He is currently working on a M.A. in History from Old Dominion University. Since 1992, he has been employed as a Graduate Assistant in the Office of Residence Life at Old Dominion University supervising desk assistants and coordinating all aspects of Residence Hall Desk operations. He was also employed as a Resident Director during summer 1993 at Old Dominion University.

Salary: \$16,187.43 from August 16, 1994 through June 30, 1995 based on an annual salary of \$18,500 for 12 months

Rank: Interim Resident Director and Assistant Instructor

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APPOINTMENT OF COORDINATOR OF EXIT EXAMINATION  
AND ASSISTANT DIRECTOR OF THE WRITING CENTER

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Martha M. Martin as Coordinator of Exit Examination and Assistant Director of the Writing Center, effective September 1, 1994.

Ms. Martin received a B.A. and an M.A. in English, in 1976 and 1984 respectively, from Old Dominion University. From Fall 1987 through Spring 1993 she was employed as an

Instructor of English at Old Dominion University. Since 1985, Ms. Martin has also been employed as a part-time instructor. She is a member of the National Council of Teachers of English.

Salary: \$25,380 for the period September 1, 1994 through June 30, 1995 based on an annual salary of \$30,456 for 12 months

Rank: Coordinator of Exit Examination and Assistant Director of the Writing Center and Instructor

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APPOINTMENT OF INTERIM COORDINATOR OF ORIENTATION/PREVIEW

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. G. John Simmons, Jr. as Interim Coordinator of Orientation/Preview, effective July 1, 1994.

Mr. Simmons received a B.A. in Sociology in 1965 from Pfeiffer College and an M.A. in Guidance and Counseling in 1966 from Appalachian State University. Since April 1992, he has been employed as an Academic Advisor at Old Dominion University. Mr. Simmons is a member of the National Association of Academic Advising and the National Association of Student Personnel Administrators.

Salary: \$30,000 for 12 months

Rank: Interim Coordinator of orientation/Preview and Instructor

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APPOINTMENT OF ASSISTANT DIRECTOR AND PROGRAM COORDINATOR

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Laura McLaughlin as Assistant Director and Program Coordinator in the Women's Center, effective June 16, 1994.

Ms. McLaughlin received a B.A. in Women's Studies in 1991 from Colgate University and an M.Ed. in College Counseling and Student Personnel in 1994 from the University of Delaware. She has been employed as Academic Advisor in the College of Arts and Sciences, Crisis Counselor, Practicum Counselor and Student Development Assistant, at the University of Delaware.

Salary: \$24,495 for 12 months

Rank: Assistant Director and Program Coordinator and Instructor

APPOINTMENT OF ADMISSIONS OFFICER

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. William Preston Davis as Admissions Officer, effective July 1, 1994.

Mr. Davis received a B.S. in Speech Communication in 1994 from Old Dominion University. Since August 1992, he has been employed as a Resident Assistant at Old Dominion University. He has also been employed as a Preview Counselor (Summer 1992) and a Senior Preview Counselor (Summer 1993).

Salary: \$15,533 for 10 months

Rank: Admissions Officer and Assistant Instructor

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APPOINTMENT OF NURSE PRACTITIONER

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Uvonna M. Daniels as Nurse Practitioner, effective June 1, 1994.

Ms. Daniels received a Diploma in Nursing in 1963 from Stormont-Vail School of Nursing, and a B.S. and M.S.N. in Nursing, in 1981 and 1983 respectively, from Old Dominion University. From May 1993 to October 1993 she was employed as a Nurse Practitioner at Eastern Virginia Medical School. Since December 1993, Ms. Daniels has been employed at Old Dominion University Student Health Service as a Nurse Practitioner and at NAVCARE. She is a member of the American Nurses' Association and the Virginia Nurses' Association.

Salary: \$3,095.66 from June 1, 1994 through June 30, 1994 based on an annual salary of \$37,148 for 12 months

Rank: Nurse Practitioner and Instructor

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APPOINTMENT OF ATHLETIC TICKET MANAGER

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. John M. Jackowski as Athletic Ticket Manager, effective June 1, 1994.

Mr. Jackowski received a B.S.B.A. in Economics in 1990 from Christopher Newport College. From June 1987 to July 1993 he was employed as a General Manager with American Eagle

Airlines. Since August 1993, Mr. Jackowski has been employed as an assistant in athletic marketing at Old Dominion University.

Salary: \$1,854.17 from June 1, 1994 through June 30, 1994 based on an annual salary of \$22,250 for 12 months

Rank: Athletic Ticket Manager and Assistant Instructor

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#### APPOINTMENT OF HEAD BASEBALL COACH

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Anthony L. Guzzo as Head Baseball Coach, with the rank of Assistant Instructor, effective July 16, 1994.

Mr. Guzzo received a B.S. degree in Health and Physical Education in 1971 from East Carolina University. From 1972 to 1976, Mr. Guzzo served as Head Baseball and Football Coach at Norfolk Catholic High School. From 1976 to 1978, Mr. Guzzo served as a graduate assistant baseball coach at East Carolina University. From 1978 to 1982, Mr. Guzzo served as Head Baseball Coach at North Carolina Wesleyan College. Since 1982, he has been employed as Head Baseball Coach at Virginia Commonwealth University.

Salary: Salary is \$48,875 for the period July 16, 1994, through June 30, 1995. Salary is based on \$51,000 for a 12-month period.

Rank: Head Baseball Coach and Assistant Instructor

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#### APPOINTMENT OF HEAD MEN'S BASKETBALL COACH

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Felton Jeffrey Capel, Jr. as Head Men's Basketball Coach, with the rank of Assistant Instructor, effective April 27, 1994.

Mr. Capel received a B.S. in Health and Physical Education in 1977 from Fayetteville State University. From 1978 to 1986, Mr. Capel was employed as Head Basketball Coach at Pinecrest Senior High School. From 1986 to 1989, he served as Assistant Basketball Coach at Wake Forest University. From 1989 to 1992, he was Head Basketball Coach at Fayetteville State University. Since 1993, he has been employed as Head Basketball Coach at North Carolina A&T University. He is a member of the North Carolina Coaches Association and the Black Coaches Association.

Salary: Salary is \$79,908.35 for the period April 7, 1994, through April 1, 1995. Salary is based on \$86,000 for a 12-month period.

Rank: Head Men's Basketball Coach and Assistant Instructor

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APPOINTMENT OF ASSISTANT MEN'S BASKETBALL COACH

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Mark S. Cline as Assistant Men's Basketball Coach, with the rank of Assistant Instructor, effective May 4, 1994.

Mr. Cline received a B.A. degree in Sociology in 1988 from Wake Forest University. From 1989 to 1992, Mr. Cline served as Assistant Basketball Coach at Fayetteville State University. Since 1993, he has been employed as Assistant Basketball Coach at North Carolina A&T University.

Salary: Salary is \$7,362.50 for the period May 4, 1994, through June 30, 1994. Salary is based on \$46,000 for a 12-month period.

Rank: Assistant Men's Basketball Coach and Assistant Instructor

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APPOINTMENT OF ASSISTANT MEN'S BASKETBALL COACH

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Mr. Jim Corrigan as Assistant Men's Basketball Coach, with the rank of Assistant Instructor, effective May 16, 1994.

Mr. Corrigan received a B.A. degree in Management Science in 1982 from Duke University. From 1982 to 1987, Mr. Corrigan served as Head Basketball Coach at Bishop McGuinness High School. Since 1987, he has been employed as Assistant Men's Basketball Coach at The College of William and Mary.

Salary: Salary is \$5,062.50 for the period May 16, 1994, through June 30, 1994. Salary is based on \$40,500 for a 12-month period.

Rank: Assistant Men's Basketball Coach and Assistant Instructor

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APPOINTMENT OF ASSISTANT WOMEN'S LACROSSE COACH

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the appointment of Ms. Michele S. Uhlfelder as Assistant Women's Lacrosse coach, with the rank of instructor, effective September 1, 1994.

Ms. Uhlfelder received a B.S. degree in Kinesiological Sciences in 1991 from the University of Maryland and an M.S. in Community Health/Physical Therapy in 1994 from Old Dominion University. From 1991 to 1992, Ms. Uhlfelder served as a volunteer Assistant Lacrosse Coach at Old Dominion University.

Salary: Salary is \$15,000 for the period September 1, 1994 through June 30, 1995. Salary is based on \$18,000 for a 12-month period.

Rank: Assistant Women's Lacrosse Coach and Instructor

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APPOINTMENT OF TELETECHNET SITE DIRECTORS

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the following appointments as TELETECHNET Directors at the sites indicated:

Mr. Clarence E. Arnold (Germanna Community College)

Mr. Arnold received B.S. degrees in Biology and in Health and Physical Education, and an M.Ed. in Educational Media, in 1970 and 1973 respectively, from Virginia State University. He is currently working on a doctoral degree in higher education from the University of Virginia. From January 1988 to June 1991 Mr. Arnold was employed as Director of Learning Resources at Danville Community College. Since January 1994, he has been employed as a part-time teacher at Norfolk State University. Mr. Arnold is a member of the Association for Educational Communications and Technology, the Virginia Educational Media Association, and the Community College Association for Instruction and Technology.

Salary: \$36,000 for 12 months effective July 1, 1994

Rank: Site Director and Instructor

Ms. Kellie Crawford (Wytheville Community College)

Ms. Crawford received a B.S. in Psychology and an M.A.Ed. in Student Personnel Administration, in 1990 and 1992 respectively, from Virginia Polytechnic Institute and State University. Since July 1993, she has been employed as Resident Coordinator/Program Advisor at Randolph-Macon Woman's College.

Salary: \$28,000 for 12 months effective July 16, 1994  
Rank: Site Director and Instructor

Mr. Robert F. Curry, Jr. (Piedmont Community College)

Mr. Curry received a B.A. in Business Administration in 1975 from Furman University, an M.Ed. in Student Personnel in Higher Education in 1976 from the University of Georgia, and a Ed.S. in Higher Education in 1993 from The College of William and Mary. Since 1986, he has been employed as Assistant Director of Advising Services in the College of Business and Public Administration at Old Dominion University.

Salary: \$32,000 for 12 months effective July 1, 1994  
Rank: Site Director and Instructor

Ms. Sheri A. Dillion (Northern Virginia Community College)

Ms. Dillion received a B.A. in Economics and Political Science and an M.A. in Political Science, in 1984 and 1986 respectively, from the University of Missouri at Columbia. Since August 1993, she has been employed as Manager of Military and Workforce Programs at Northern Virginia Community College and as an Instructor at Northern Virginia Community College since June 1994.

Salary: \$42,000 for 12 months effective July 1, 1994  
Rank: Site Director and Instructor

Ms. Karen Ferguson (Patrick Henry Community College)

Ms. Ferguson received a B.A. and an M.A. in Sociology, in 1987 and 1988 respectively, from the University of Virginia. Since January 1990, she has been employed as Assistant Branch Manager at Piedmont Trust Bank. She was also employed as an Adjunct Faculty Instructor at Roanoke College.

Salary: \$30,000 for 12 months effective July 19, 1994.  
Rank: Site Director and Instructor

Ms. Ramona Semones Fletcher (Southwest Virginia Community College)

Ms. Fletcher received a B.A. in English in 1977 from Emory and Henry College and an M.A. in English in 1980 from the University of Tennessee. She is currently working on her doctoral degree in English at the University of Tennessee. Since 1989, she has been employed as an Assistant Professor of English at Bluefield College.

Salary: \$32,000 for 12 months effective July 2, 1994  
Rank: Site Director and Instructor

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RESOLUTION AUTHORIZING SPECIAL SALARY SUPPLEMENTS  
FOR EMINENT SCHOLARS

WHEREAS, Old Dominion University has received endowment fund gifts, the income of which is to be used to attract and retain outstanding faculty members; and

WHEREAS, the General Assembly of the Commonwealth of Virginia at its 1994 session appropriated funds to match endowment fund income at state universities for salary supplements for eminent scholars for the fiscal year 1994-95; and

WHEREAS, the President of Old Dominion University has recommended the following eligible faculty members to receive salary supplements as Eminent Scholars, as indicated below.

College of Arts and Letters

Professor Carl Boyd (History)	\$ 4,000
Professor Lewis S. Ford (Philosophy) (Louis I. Jaffe Professorship)	<u>16,784</u>
Total	\$ 20,784

College of Business and Public Administration

Professor Charathi Rao (Marketing) (Spong Professorship)	\$ 15,206
Professor Leonard I. Ruchelman (Urban Studies and Public Administration)	4,000
Professor Wayne K. Talley (Economics) (Beazley Professorship)	<u>18,430</u>
Total	\$ 37,636

College of Education

Professor Robert A. Gable (Child Study and Special Education)	\$ 4,000
Professor Melvin H. Williams (Health, Physical Education and Recreation) (Constance and Colgate Darden Professor of Education)	<u>24,080</u>
Total	\$ 28,080

College of Engineering and Technology

Professor R. L. Ash (Mitsubishi Professorship) (Aerospace Engineering)	\$ 47,940
Professor Osama Kandil (Aerospace Engineering)	19,869
Professor Chuh Mei (Aerospace Engineering)	4,000
Professor Karl H. Schoenbach (Electrical and Computer Engineering)	4,000
Professor Surendra N. Tiwari (Mechanical Engineering)	<u>5,250</u>
Total	\$ 81,059

College of Health Sciences

Professor Michele L. Darby (Dental Hygiene and Dental Assisting)	\$ 6,000
Professor John Echternach (Community Health Professions and Physical Therapy)	<u>8,000</u>
Total	\$ 14,000

College of Sciences

Professor Larry P. Atkinson (Oceanography) (Slover Chair)	\$125,843
Professor Gabriel T. Csanady (Oceanography) (Slover Chair)	97,685
Professor R. C. Dahiya (Mathematics and Statistics)	6,354
Professor William M. Dunstan (Oceanography) (Oscar F. Smith Professorship)	38,106
Professor John Holsinger (Biological Sciences)	2,000
Professor Gilbert Hoy (Physics)	10,000
Professor Govind Khandelwal (Physics)	8,000
Professor A. Dennis Kirwan (Oceanography) (Slover Chair)	92,952
Professor Kurt Maly (Computer Science)	23,546
(George M. and Linda H. Kaufman Professorship)	
Professor H. G. Marshall (Biological Sciences) (A.D. and Annye Lewis Morgan Professor of Biological Sciences)	24,000
Professor Lytton Musselman (Biological Sciences)	12,000
Professor Daniel E. Sonenshine (Biological Sciences)	8,050
Professor Donald J. P. Swift (Oceanography)	<u>40,094</u>
Total	\$488,630

GRAND TOTAL \$670,188

THEREFORE, BE IT RESOLVED, that (\$343,028) be appropriated from endowment funds and (\$327,160) from State appropriations authorized by the General Assembly for this purpose.

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DISCONTINUATION OF AN ACADEMIC PROGRAM

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the discontinuation of the Religious Studies major in the B.A. in Philosophy and Religious Studies program.

Rationale: The recommendation to discontinue the Religious Studies major in the B.A. in Philosophy and Religious Studies program is due to the lack of majors and the inability of the department to adequately offer degrees in both Philosophy and Religious Studies given current resources. The department will continue to teach religion courses and will offer a religious studies emphasis within the B.A. in Philosophy as well as a minor in Religious Studies. The program will be phased out over a time frame that will allow students currently enrolled in the program an opportunity to graduate in a reasonable time.

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REVISION TO THE ANNUAL, MILITARY, AND CIVIL LEAVE POLICY  
FOR ADMINISTRATIVE AND PROFESSIONAL FACULTY  
AND FACULTY ON TWELVE-MONTH CONTRACTS

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the revisions to the Policy and Procedures on Annual, Military and Civil Leave Policy for Administrative and Professional Faculty and Faculty on Twelve-Month Contracts approved by the Board of Visitors on September 16, 1983; revised August 27, 1987, June 15, 1989, September 29, 1989, September 23, 1993, and December 2, 1993. A copy of the revised policy and procedures follows. The recommended revisions are shaded.

Rationale: The revisions to the policy will allow control of the costs of accumulated leave payouts to 12 month faculty and all faculty administrators and faculty professionals. Employees who terminate for any reason are expected to utilize all accumulated annual leave prior to their date of termination. However, in exceptional cases, the President may approve a lump sum payout equal to the value of the salary of accrued, but unused, annual leave days.

NUMBER:    **1491**

TITLE:       **Annual, Military, and Civil Leave Policy for  
Administrative and Professional Faculty and  
Faculty on Twelve-Month Contracts**

APPROVED: **September 16, 1983; Revised August 27, 1987; Revised  
June 15, 1989; Revised September 29, 1989; Revised  
September 23, 1993; Revised December 2, 1993**

1. Administrators and professionals who hold faculty rank and faculty on twelve-month contracts earn two (2) days annual leave per month, normally twenty-four (24) working

days per year. This annual leave is in addition to the eleven (11) holidays observed by the state. Administrative and professional faculty employed on less than a twelve-month basis receive all state holidays scheduled during their employment period and annual leave at the rate of two days per month.

2. Annual leave days are to be accrued monthly on the first of the month. Leave may be taken at any time subsequent to being earned but should be planned with regard to workload and office schedules. The dates of the leave must be approved in advance by the supervisor. Annual leave will not be accrued during any month in which the faculty member is on a leave without pay status.
3. A vice president may authorize annual leave advances, i.e. granting of leave prior to it being earned, when unusual circumstances dictate. Covered faculty members should submit a written request to the vice president which explains the reasons for the request. Should a faculty member resign prior to working the entire period during which the leave would have been earned, a payroll deduction will be initiated to recover the salary amount of the leave advance.
4. Workload and office schedules should be arranged so as to allow each member full benefit of his/her annual leave. It is not in the best interest of either the university or the individual member for the employee to work a full year with less than full annual leave. However, to allow for special university requirements, a maximum of thirty-six (36) days\* may be carried forward from one fiscal year to the next. Annual leave balances may exceed thirty-six (36) days\* during the fiscal year as a result of monthly accruals.

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\*20 days for covered employees employed on or after July 1, 1993.

5. Those whose initial appointment or contract period begins in the middle of a month will accrue annual leave for the month during which he/she is hired.
6. **Unless approved by the President, employees who terminate for any reason are expected to utilize all accumulated annual leave prior to their date of termination.**
67. ~~Those who terminate employment or administrative assignment prior to the end of the appointment or contract period will be compensated for any accrued but unused annual leave days, not to exceed the thirty-six (36) day maximum specified above. See paragraph 7 for exceptions. Faculty administrators/professionals who change employment status, i.e., return to teaching or accept a classified position, will be paid annual leave balances in accordance with this policy. The supervisor must certify that the terminal annual leave balance is accurate. Departing members may choose to be paid accumulated leave in a lump sum payment or may be continued on the payroll until the expiration of the leave days. When opting to continue on payroll, there will be no accrual of leave following the faculty member's last workday. In general, those who terminate employment or an administrative assignment will not be compensated for any accrued, but unused, annual~~

leave days that remain when they terminate that employment or assignment. However, in exceptional cases, where the presence of a key employee is required by the University until he/she actually terminates employment, the President may approve a lump sum payout equal to the value of the salary of accrued, but unused, annual leave days. The maximum number of accumulated leave days that may be so compensated is 36 for individuals employed prior to July 1, 1993, and 20 for individuals employed thereafter.

- ~~7. Covered faculty members employed on July 1, 1993 or later are eligible to receive compensation for accrued but unused annual leave at a rate of five days per completed year of service up to a maximum of 20 days.~~
8. Administrators who hold faculty rank and faculty on twelve-month appointments who are members of any reserve component of the armed forces of the United States, such as National Guard, Naval Reserve, Air Force Reserve and Army Reserve, will receive full pay for any federally funded military training duty for up to a maximum of fifteen (15) work days per contract period. Other voluntary, military-related training such as the Virginia State Defense Force and the National Defense Executive Reserve are also included in this policy. Annual leave need not be used for military reserve or voluntary, military-related training except in circumstances where more than fifteen (15) training days per appointment or contract period are needed.
9. Faculty members covered by this policy will be granted unconditional military leave without pay for the duty indicated in their military orders that is not covered by military leave with pay, normally for up to four years. Details on the status of benefits coverage during active military duty and reinstatement are available through the University's Office of Personnel Services.
10. Full pay will be allowed for those serving on a jury or attending court as a witness under a formal subpoena. In these instances, accrued annual leave need not be used. Any other instances requiring court appearances outside the nature of university employment will require the use of annual leave.
11. The above provisions refer to annual, civil, and military leave only. Provisions concerning other types of leave are covered in separate policies.

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RESOLUTION TO APPROVE THE  
RETIREMENT INCENTIVE PROGRAM FOR FACULTY

RESOLVED, that upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the following revisions to the Retirement Incentive Program for Faculty, originally adopted by the Board of Visitors on January 14, 1991, to become effective upon approval by the Governor and Attorney General, as required by law.

## Retirement Incentive Program for Faculty

### Objective and Intent:

The Old Dominion University Retirement Incentive Plan for Faculty has been designed to provide incentives for voluntary retirement of faculty. ~~It is the needs of the University and not the availability of funds, however, that will determine whether the retirement funds available in any year will be allocated.~~ **The needs of the University in a given year will determine whether or not funding for retirement incentives will be allocated.** Only non-classified teaching and research faculty are eligible to participate in the plan, and participation is entirely voluntary. The program will be evaluated annually. There is no assurance that the program will be extended beyond any given year. Moreover, the program is neither to be construed as a fringe benefit, nor as an entitlement **for faculty; rather, it is intended primarily as a benefit for the University. The Board of Visitors reserves the right at any time** ~~Only the Board of Visitors has the authority to adopt, modify, amend or repeal the plan. No changes, if any are made, shall apply to individuals who retire prior to the action to adopt, modify, amend or repeal.~~ **This plan is further subject to such changes, as may be required by law or policy of the Commonwealth, as same shall be in effect from time to time, notwithstanding anything as may be to the contrary in this plan.**

It is the responsibility of the participant to determine how the election of this retirement plan will affect his or her retirement benefits. Participants should contact the **University Benefits Manager** ~~Office of Employee Benefits~~ in the Department of **Human Resources** ~~Personnel Services~~ for assistance in retirement planning.

### I. Objectives

- A. To provide the University with increased flexibility in the allocation of faculty positions among the disciplines in order to ~~better meet~~ **accommodate** enrollment demands.
- B. To facilitate the hiring of new faculty members who have credentials and experiences which will best support and enhance the current mission of the University.
- C. **To accommodate the needs of the University in terms of the faculty members' specialties and contributions to their programs, departments and colleges.**
- €D. To help alleviate the financial hardship of retirement which currently prevents some faculty who would like to do so from retiring early.

### II. Participation Eligibility

To be eligible to participate in this retirement plan, a participant must:

- A. be at least ~~fifty-five~~ **sixty (60)** years of age **on the date of retirement;**
- B. be tenured;

- C. have at least ten (10) years of full-time service at Old Dominion University with ODU; and
  - D. occupy a position in a college, academic department, discipline, or specialization where enrollment changes make it desirable to reallocate faculty positions.
- ~~D. agree to comply with any additional criteria established by the Board of Visitors of Old Dominion University.~~

Retirement under this plan shall be subject to the above eligibility criteria and shall mean the conclusion of full-time employment with the University by the participant, and such conclusion shall require: (1) the withdrawal from active membership in the Virginia Supplemental Retirement System (VRS)(VSRS) by VRSVSRS members, or (2) the cessation of contributions to the Optional Retirement Plan (ORP) authorized by Section § 51.1-126 of the Code of Virginia.

~~III. Source of Funds and Annual Cost~~

~~Each year, an amount up to one percent (1%) of the University's General Fund appropriation for faculty salaries and benefits may be allocated to the Retirement Incentive Plan for Faculty, and the cost of retirement contracts awarded for the year will not exceed this amount.~~

**IIIIV. Selection of Participants**

Tenured faculty members who are at least fifty-five years of age, have at least ten years of full-time service at Old Dominion University, and have been certified by their college dean as occupying a position where enrollment changes require reallocation of faculty positions will be eligible for consideration. A three-week enrollment period plus a five-week decision period will be provided. Applications for the requirement incentive program must be reviewed by the college dean for recommendation to the Provost. In the review process, the dean must consider the needs of the college in terms of the faculty member's specialty and contributions to the college. The Provost will forward his/her recommendations to the President. Following his/her review of the applications and recommendations, the President, based upon institutional needs, will select the faculty members for participation in the plan. The President's decision shall be final.

~~Criteria for selecting participants from among the eligible applicants will be developed for the President's review and approval by the Council of Senior Academic Deans chaired by the Vice President for Academic Affairs, and will be based on the objectives stated in Section I above. Applications for retirement must be reviewed by the candidate's department chair and dean, who may wish to comment and recommend. The Vice President for Academic Affairs will recommend selected participants to the President, who reserves the right to reject an application for any legitimate reason. The President, after his review, shall forward applications to the Board of Visitors for final approval.~~

#### IV. Retirement Decision Contract

The Retirement Decision Contract permits eligible faculty members to enter into an agreement to retire at a specified ~~date~~<sup>age in the future</sup> in return for which the University will provide the individual a retirement ~~incentive~~<sup>payment</sup>. The contract conditions are as follows:

- A. Faculty members may select any of the available early retirement incentive options which are offered; however, University resources for this purpose are limited. Thus, selection for this program may be dependent, in part, upon the costs of the options selected by the applicant. The total value of the options selected by a participant may not, in any case, exceed 150 percent of the salary of that individual.

##### Incentive Options

1. Lump Sum Payment - A cash payment based upon a percentage of the final base salary.
2. Purchase of VRS Service Credit - when the individual retiree is eligible, payment of funds to purchase Virginia Retirement System credit.
3. Purchase of Health Care Insurance - payment to the retiree funds to purchase health care insurance until age sixty five (65).
4. Part-time Employment - when the workload of a college requires it, assignment of a specified workload for a prescribed period after officially retiring. Remuneration for part-time employment after retirement will be established by the college dean and will not be included as part of the 150% incentive.
5. Supplemental Annuity - providing a retiree with an annual payment for a specified number of years which supplements the VRS retirement benefit to equal what would have been received with an additional five years of service credit.
6. When possible, provide office space to a retiree for a specified number of years after retirement.

- ~~BA.~~ The participant will ~~contract to~~ retire at an age not earlier than age ~~55~~<sup>60</sup>. Retirement ~~will~~<sup>may</sup> take place at the end of ~~the 1994-95 academic year~~<sup>an academic term or at a time mutually agreeable to the faculty member and the University</sup>.

- ~~CB.~~ An ~~e~~Eligible faculty members ~~may~~<sup>should</sup> submit ~~an~~<sup>his or her</sup> application for the retirement ~~incentive~~<sup>within the three-week application period</sup> ~~at least 90 days prior to the effective date of retirement, and the University will notify the applicant within a reasonable time of the action taken on his or her application. Qualified applicants are encouraged, however, to file their applications as early as possible to ensure full~~

~~consideration. (A sample application letter is attached.)~~ The retirement contract must be signed by the applicant within ~~thirty days~~ **five weeks** of the notification of approval. Once the contract is signed it is irrevocable.

~~C. Applicants who are approved for retirement will receive a retirement cash payment upon retirement at the contracted age.~~

D. In the event ~~that~~ **the** a faculty member becomes permanently and totally disabled after signing the retirement contract but before actual retirement, the University will be responsible for providing the retirement ~~payments~~ **incentives** ~~beginning at the time of retirement agreed to in the contract~~ **beginning at the time of retirement agreed to in the contract** under the contract. However, in the event ~~that~~ a faculty member dies after signing the retirement contract but before ~~the~~ actual retirement, the University shall not be liable for any retirement ~~payments~~ **incentives** under the contract.

~~E. The maximum allowable amount of the retirement incentive payment will not exceed 150 percent of the participant's base salary during the 12 months immediately preceding the date of retirement. The actual percentage allocated for each participant accepted into the plan may vary depending on the number of eligible applicants, the availability of funding, and the needs of the University at the time the individual's contract is negotiated. The retirement payment will be paid over a minimum of two years. Payments are subject to federal, state, and FICA tax withholding.~~

~~F. Subsequent to retirement, under this plan, faculty members may wish to continue their active affiliation with the University, but with reduced responsibilities. For them, part-time employment may be available. Part-time employment may be negotiated with the department chair, subject to department needs, budgetary considerations, programmatic needs and the dean's approval. Part-time employment may take many different forms. For example, retiring faculty may desire to continue teaching, but discontinue serious research service. For those faculty, perhaps a one-third time commitment would be appropriate. On the other hand, perhaps the faculty member would like to devote a portion of his/her time to research, but to discontinue teaching and service. An appropriate contract for this activity may be possible. The variety of part-time arrangements possible would be dictated by the University's needs, the faculty's availability and interest, and the financial resources available to the University for this purpose.~~

## V. Source of Funds and Annual Cost

For the 1995-96 retirement incentive plan, a total of \$ \_\_\_\_\_ will be budgeted for the payment of incentives. Funds from the University's Education and General Fund appropriation (\$ \_\_\_\_\_), and from non-Educational and General funds such as Quasi-Endowment and Gift Accounts (\$ \_\_\_\_\_) will be used.

The individual retirement incentive payments will be up to 150 percent of the participant's base salary during the year immediately preceding the date of retirement. The retirement

incentive will be paid over a minimum of two years. Payments are subject to federal, state and FICA tax withholding.

VI. Collegial Privileges

A retiree remains a respected member of the University community retaining many of the collegial privileges that were available while still employed full time. For example, faculty would retain their academic title(s), library privileges, entitlement to purchase a parking decal, use of university facilities requiring a valid university identification card reflecting their retired status, and other non-pecuniary benefits.

~~VII.~~This policy must be reviewed by the Office of the Attorney General and approved by the Governor as authorized by the Code of Virginia, ~~Section~~§ 23-9.2:3.1.

~~—————~~ **SAMPLE LETTER OF APPLICATION**

~~Sample letter from faculty member to department chair giving notice of application for consideration to the Retirement Incentive Plan.~~

Dear \_\_\_\_\_:

~~This is to notify you that I wish to apply for the University's Retirement Incentive Plan. The effective date for my retirement would be Month/Date/Year. I have reviewed the plan as stated in the University Policy and I meet the participation requirements as outlined in Part II.~~

~~I have, or will have, determined how the election of this voluntary retirement plan will effect my retirement benefits by contacting the University's Employee Benefits Office, in the Department of Personnel Services, or some other counselor of my choice.~~

~~Should you wish to discuss this request, please let me hear from you.~~

Sincerely,

cc: \_\_\_\_\_ Academic Dean  
\_\_\_\_\_ Vice President for Academic Affairs

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REVISION TO THE POLICY ON ACADEMIC FREEDOM

RESOLVED that, upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the revisions to the Policy on Academic Freedom. A copy of the revised policy is included for your information. The recommended revisions are shaded.

Rationale: The American Association of University Professor's 1940 statement on academic freedom is more extensive and clearer than the one in the current Faculty Handbook.

## ACADEMIC FREEDOM

~~While the complete meaning of this term is subject to considerable discussion, the general idea was well expressed in a bulletin of the American Association of University Professors from which the following excerpt is taken:~~

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"The ideal college atmosphere is one in which, on the one hand, the institution guarantees to all its teachers unrestricted freedom in teaching, investigation, and publication; and in which, on the other hand, competent, judicious scholars exercise their freedom with fitting regard for the welfare and reputation of the institution they serve."~~

The University subscribes to the following 1940 statement on academic freedom of the American Association of University Professors, which has been endorsed by nearly all important national organizations of higher education.

- (a) Teachers are entitled to full freedom in research and in the publication of the results, subject to the adequate performance of their other academic duties; but research for pecuniary return should be based upon an understanding with the authorities of the institution.
- (b) Teachers are entitled to freedom in the classroom in discussing their subject, but they should be careful not to introduce into their teaching controversial matter which has no relation to their subject. Limitations of academic freedom because of religious or other aims of the institution should be clearly stated in writing at the time of the appointment.
- (c) College and university teachers are citizens, members of a learned profession, and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and their institution by their utterances. Hence they should at all time be accurate, should exercise appropriate restraint, should show respect for the opinion of others, and should make every effort to indicate that they are not speaking for the institution.

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## NEW POLICY ON PROFESSIONAL ETHICS

RESOLVED that, upon the recommendation of the Academic Affairs Committee, the Board of Visitors approves the new policy on Professional Ethics. A copy of the new policy is included for your information.

Rationale: The Professional Ethics statement expands and enhances the statement on Academic Freedom by specifying the level of professional commitment and behavior expected of faculty.

## PROFESSIONAL ETHICS

The University subscribes to the following 1987 statement on professional ethics of the American Association of University Professors.

- I. Professors, guided by a deep conviction of the worth and dignity of the advancement of knowledge, recognize the special responsibilities placed upon them. Their primary responsibility to their subject is to seek and to state the truth as they see it. To this end professors devote their energies to developing and improving their scholarly competence. They accept the obligation to exercise critical self-discipline and judgment in using, extending, and transmitting knowledge. They practice intellectual honesty. Although professors may follow subsidiary interests, these interests must never seriously hamper or compromise their freedom of inquiry.
- II. As teachers, professors encourage the free pursuit of learning in their students. They hold before them the best scholarly and ethical standards of their discipline. Professors demonstrate respect for students as individuals and adhere to their proper roles as intellectual guides and counselors. Professors make every reasonable effort to foster honest academic conduct and to ensure that their evaluations of students reflect each student's true merit. They respect the confidential nature of the relationship between professor and student. They avoid any exploitation, harassment, or discriminatory treatment of students. They acknowledge significant academic or scholarly assistance from them. They protect their academic freedom.
- III. As colleagues, professors have obligations that derive from common membership in the community of scholars. Professors do not discriminate against or harass colleagues. They respect and defend the free inquiry of associates. In the exchange of criticism and ideas professors show due respect for the opinions of others. Professors acknowledge academic debt and strive to be objective in their professional judgment of colleagues. Professors accept their share of faculty responsibilities for the governance of their institution.
- IV. As members of an academic institution, professors seek above all to be effective teachers and scholars. Although professors observe the stated regulations of the institution, provided the regulations do not contravene academic freedom, they maintain their right to criticize and seek revision. Professors give due regard to their paramount responsibilities within their institution in determining the amount and character of work done outside it. When considering the interruption or termination of their service, professors recognize the effect of their decision upon the program of the institution and give due notice of their intentions.
- V. As members of their community, professors have the rights and obligations of other citizens. Professors measure the urgency of these obligations in the light of their

responsibilities to their subject, to their students, to their profession, and to their institution. When they speak or act as private persons they avoid creating the impression of speaking or acting for their college or university. As citizens engaged in a profession that depends upon freedom for its health and integrity, professors have a particular obligation to promote conditions of free inquiry and to further public understanding of academic freedom.

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### **ADMINISTRATION AND FINANCE COMMITTEE**

Rector Diamonstein asked Mr. Pitchford to present the report of the Administration and Finance Committee. Mr. Pitchford reported that, for the benefit of the two new members, the Committee spent a considerable amount of time reviewing its roles and responsibilities.

The Committee heard presentations on the restructuring plan and on the 1995-96 budget submission. Five initiatives are included in the budget: (1) general fund enhancements to bring Old Dominion University's per-student funding more in line with other state-supported institutions of higher education; (2) African-American doctoral student recruitment; (3) Department of Information Technology/Old Dominion University statewide teleconferencing network; (4) TELETECHNET expansion; and (5) the Peninsula Higher Education Center. One capital item is also included in the budget, and that is the \$12.6 million request for the TELETECHNET Center.

The Committee discussed the 2, 4 or 6% fund appropriation cut proposals that have been requested by the Governor. The impact of those cuts range from just under one million to \$2.7 million. These potential cuts are in addition to the \$3.6 million in cuts which the University is facing in the next year of the biennium. Mr. Pitchford commented that the combination of those cuts, if implemented, would be extremely difficult to manage.

A report on housing operations indicated that student housing is 100% occupied. The cash closing for the fiscal year ended June 30, 1994 was reviewed as well as the standing reports on prompt payment and capital outlay. The Committee recessed and reconvened in executive session to discuss audit items. After reconvening in open session, the Committee approved the Five-Year Audit Plan for the University.

### **STUDENT AFFAIRS COMMITTEE**

The Rector called on Mr. O'Neill for the report of the Student Affairs Committee. Mr. O'Neill reported that the Committee heard a report on the Life Skills Program from Associate Athletic Director Mikki Flowers. The Life Skills Program is a comprehensive approach to the academic and personal development of student athletes. The Committee was impressed with the efforts being made in this regard.

Dana Burnett provided a comprehensive profile of entering and transfer students. Bill Banis, Director of Career Services, reported on the activities of that department, including the excellent computer software packages available to students to aid them in their career searches.

The Committee met with a number of student leaders, including Angela East, President of the Student Body, Jimmy Gnass, Editor-in-Chief of the *Mace and Crown*, and Joseph Matthews, Chair of the Student Activities Council. Mr. O'Neill commented on the professionalism of the *Mace and Crown* and asked Vice President Burnett to send copies to the members of the Student Affairs Committee. Finally, Vice President Burnett familiarized the Committee with the restructuring efforts in the Student Services area.

### **INSTITUTIONAL ADVANCEMENT COMMITTEE**

The Rector called on Mr. Howell for the report of the Institutional Advancement Committee. Mr. Howell reported that Harry Creemers, Associate Vice President for Institutional Advancement and Executive Director of Development, reviewed the overall goals of the Campaign for Distinction and introduced the campaign leaders. He evaluated current activities and discussed the campaign's status. He reported that the goal of the campaign is \$4 million, and that \$2.75 million has been raised to date.

Morgan Davis, Chairman of the 1994 Annual Fund Campaign, thanked everyone for the success of the Annual Fund Kickoff, which involved over 80 volunteers. He gave special thanks to Bill Rueger for his help and participation, and noted that \$1.2 million of the \$1.5 million goal has been raised thus far.

Chuck Rigney, Alumni Association President, briefed the Committee on the Association's activities. These included chapter development plans, alumni discovery tours, and the legislative advocacy council. The alumni have marshalled over 800 people to work with the legislative advocacy council, which will meet with members of the alumni legislative network in Richmond on October 5th to determine legislative strategies for the 1995 General Assembly session and to discuss the University's legislative priorities.

Mr. Rigney noted that distinguished alumni awards will be presented at the Founders' Day Luncheon on October 10 to Dr. Martin Coleman, Class of 1958, a professor at Cornell University and a prominent physician nationally known for his cancer research; Dr. Debbie DeGrosse, Class of 1974, president of Piedmont Virginia Community College; Dr. Harold McGee, Class of 1959, president of Jacksonville State University in Jacksonville, Alabama; Ms. Ellen Parker, an alumna, who will accept the award in honor of her husband James Parker, Class of 1938; and Mr. Arthur White, Class of 1965, president of International Travel Group in Raleigh, North Carolina.

Kay Kemper, Chuck Rigney and members of the institutional advancement staff gave a report on the alumni relations program assessment done in May, 1994. The following recommendations were a result of the assessment: (1) create a high quality university/

alumni vehicle to carry the university's message; (2) undertake a massive biographical data collection survey; (3) establish a sound, systematic process of identifying and training alumni leaders; (4) expand current fundraising methods to alumni to include direct mail in addition to telephone contacts; (5) ensure the alumni programming has a collegiate/academic focus; (6) revise the mechanism for nominating members of the Board of Directors of the Alumni Association; (7) capitalize on the loyalty, interest, maturity, and relative affluence of the Norfolk Division alumni; (8) create more of a team approach among advance directors; (9) draft and share widely the campaign case statement; (10) initiate two new emphases in alumni programming - relating the alumni office and programs to Old Dominion students and opportunities for alumni to participate in career counseling and placement services and meet with the Alumni Association Board of Directors to inform them about the capital campaign.

Harry Creemers reported that the University had distributed a Request for Proposals to fifteen consultants and twelve responded. Of these, three firms were chosen to make verbal presentations on October 25. One of these firms will be selected to perform the feasibility study and internal audit. He also reported that the University will conduct focus group sessions to assess its image among five constituent groups - alumni, faculty and staff, parents, students, and area business leaders. The results will be used to direct the marketing of the campaign.

John Broderick, Assistant Vice President for Institutional Advancement and Director of University Relations, showed the preliminary version of the 1994-1995 president's video. The video focuses on the University's partnerships, both community based and those with an economic development orientation. The video was written by Mr. Broderick and filmed and produced by Gordon Mitchell of Academic Television Services.

### **MOTION FOR EXECUTIVE SESSION**

The Rector recognized Mr. Pitchford, who made the following motion: "Mr. Rector, I move that this meeting be recessed, and that we reconvene in executive session for the purpose of discussing personnel matters, specifically, the evaluation of the president; the acquisition and/or use of real property, specifically, plans for the future of ODU which could affect the value of property owned or desirable for ownership; legal matters within the jurisdiction of the Board, specifically *Artis v. ODU et. al*; and fundraising activities of the university, specifically grants by the General Assembly, as permitted by Subsection (A), paragraphs (1), (3), (7) and (8) of section 2.1-344 of the *Code of Virginia*.

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

At the conclusion of executive session, the meeting reconvened in open session, at which time the Vice Rector called for the Freedom of Information Act certification of compliance that (1) only public business matters lawfully exempted from the open meeting requirements under the Freedom of Information Act were discussed and (2) only such public business matters as were identified in

the motion by which the executive session was convened were heard, discussed or considered. The certification of compliance vote was twelve (12) in favor and none (0) opposed.

**CALL FOR NEW BUSINESS AND ADJOURNMENT**

Mr. Diamonstein asked if there was any new business to come before the Board. Hearing none, and with no further business to be discussed, the meeting was adjourned.