

**OLD DOMINION UNIVERSITY**

**BOARD OF VISITORS**  
**Thursday, April 7, 2011**

**M I N U T E S**

The Board of Visitors of Old Dominion University met in regular session on Thursday, April 7, 2011, at 1:30 p.m. in the Board Room of Webb University Center on the Norfolk campus. Present from the Board were:

Pamela C. Kirk, Vice Rector  
Jeffrey W. Ainslie  
Sarita E. Brown  
Frank Batten, Jr.  
Linda L. Forehand  
Conrad M. Hall  
Luke M. Hillier  
Marc Jacobson  
Barry M. Kornblau  
Robert J. O'Neill  
Robert M. Treherne  
Fred J. Whyte  
Krista Harrell-Blair (*Student Representative*)

Absent were:

Kenneth E. Ampy  
David L. Bernd  
David W. Faeder  
Harold W. Gehman, Jr.  
Dee D. Gilmore

Also present were:

John R. Broderick, President	Richard Massey
J.C. Brinker	Donna W. Meeks
Alonzo Brandon	Karen Meier
Andrew Casiello	Ellen Neufeldt
Traci Daniels	Tom Osha
Mike DeBowes	Jerry Robertson
William Edmunds	September Sanderlin
Robert L. Fenning	Tara Saunders
Velvet Grant	Wood Selig
Edwin Green	Carol Simpson
Glenda Humphreys	Bill Sizemore ( <i>The Virginian-Pilot</i> )
Mohammad Karim	Don Stansberry
Patrick B. Kelly	Cecelia Tucker
Elizabeth Kersey	Richard Whalen
Susan Malandrino	Gwendolyn Lee-Thomas (and students)

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

In the absence of the Rector, Vice Rector Pamela Kirk presided and called the meeting to order at 1:30 p.m. She recognized Mr. Kornblau, who read the following motion: "Mr. Rector, I move that this meeting be recessed, and, as permitted by Virginia Code Section 2.2-3711(A) (3), we reconvene in closed session for the purpose of discussing a personnel matter, specifically the evaluation and compensation of the president of the University, the acquisition and disposition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and discussion of the transfer and management of a library collection from another public institution, which involves the expenditure of public funds, and where the discussion of the terms may adversely affect the bargaining position of the University." The motion was seconded by Mr. Hall and approved unanimously by all members present and voting. (*Ainslie, Batten, Forehand, Hall, Hillier, Jacobson, Kornblau, O'Neill, Treherne, Whyte*)

Mr. Jacobson stated that he wished to avoid any potential conflict of interests with an issue that was being discussed during the closed session and excused himself from the room.

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

At the conclusion of the closed session, the meeting was reconvened in open session, at which time the 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 closed session was convened were heard, discussed or considered. The certification of compliance vote was ten in favor and none opposed. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, O'Neill, Treherne, Whyte*.)

## **REPORT OF THE PRESIDENTIAL EVALUATION AND COMPENSATION COMMITTEE**

Upon a motion made by Mr. Kornblau and duly seconded, the following resolution was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, O'Neill, Treherne, Whyte*.)

## **RESOLUTION REGARDING PRESIDENT'S COMPENSATION**

RESOLVED, based on his outstanding performance and accomplishments, the Board of Visitors approves a one-year contract extension to President John R. Broderick's current contract and a compensation package consistent with our discussion in closed session, the details of which are to be negotiated between the Rector and the President.

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## **LAND ACQUISITION RESOLUTION**

Upon a motion duly made and seconded, the following resolution was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, O'Neill, Treherne, Whyte.*)

### **RESOLUTION OF THE BOARD OF VISITORS OF OLD DOMINION UNIVERSITY**

WHEREAS, the City of Norfolk (“City”) and the Norfolk Redevelopment and Housing Authority (“NRHA”) have adopted resolutions, providing for the redevelopment of that area known as University Village, in accord with the public purposes set forth in the Hampton Boulevard Redevelopment Plan (“Redevelopment Plan”); and

WHEREAS, Old Dominion University (“University”), the Old Dominion University Real Estate Foundation (“Foundation”), the City and NRHA have entered into a Memorandum of Understanding regarding the Redevelopment Plan, in which the University and the Foundation agree to acquire property and to cause it to be developed in accord with the Redevelopment Plan; and

WHEREAS, the Foundation briefed the Board of Visitors (“Board”), at the Executive Committee meeting on February 22, 2010 at which time it sought Board financial support for the acquisition of the final properties located in the Redevelopment Plan area – Phase E. These Phase E acquisitions are necessary to complete land assembly for proposed student housing consistent with the Redevelopment Plan, and the Board affirmed its support; and

WHEREAS, the University sought appropriation authority for the acquisition of real property and received such authority from Chapter 899, Item C-29 for the 2003-2004 Biennium, Chapter 4, Item C-52 for the 2005-2006 Biennium, Chapter 3, Item C-108 for the 2007-2008 Biennium, and Chapter 879, Item C-49 for the 2009-2010 Biennium. Such appropriations authority is in excess of \$6,000,000 and the University has authority to exercise this authority through the July 19, 2005 Delegated/Restructured Authority Manual approved by the Board, the Secretary of Finance, and the Secretary of Administration; and

WHEREAS, the University, Foundation, and NRHA successfully negotiated a purchase and relocation agreement for the first of these properties for the sum of \$3,655,600, inclusive of all costs.

NOW, THEREFORE, BE IT RESOLVED, that the Board authorizes and directs the President, and other officers of the University to whom the President may delegate authority for carrying out the Board’s intent as expressed by this Resolution, to execute such land acquisition and relocation documents and utilize the Unrestricted University Fund’s assets and other Non-General Fund resources to effect the purchase in accordance with the executed land acquisition and relocation document.

BE IT FURTHER RESOLVED, that allocations taken in furtherance of this Resolution are hereby ratified and affirmed.

This Resolution shall take effect immediately, upon its adoption.

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### **APPROVAL OF MINUTES**

The Vice Rector asked for approval of the minutes of the regular meeting held on December 9, 2010 and the Board retreat held on January 13, 2011. Upon a motion made by Ms. Forehand and seconded by Mr. Whyte, the minutes of both meetings were approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, O'Neill, Treherne, Whyte.*)

### **RECTOR'S REPORT**

The Vice Rector indicated that she had no report on behalf of the Rector.

### **PRESIDENT'S REPORT**

The Vice Rector called on President Broderick for his report. President Broderick briefed the Board on the consultant's review of the ODU Police Department. D. Stafford and Associates conducted the review, which focused on management, staffing and operations of the department; policies and procedures; budget; crime prevention and physical security; and Clery Act compliance. The process involved interviews with ODU administrators, faculty, staff, students and student groups, and ODU Police Department personnel, as well as representatives of the Norfolk Police Department, Norfolk Sheriff's Department, Norfolk City Manager's Office and three civic associations. The report concluded that the ODU Police Department is a well-trained law enforcement agency that is prepared to respond to a myriad of incidents that could occur on campus. The report also stated that crime statistics do not reflect a serious crime problem at ODU, but the University faces a serious perception problem with regard to its security and safety on campus. Recommendations include greater emphasis on community policing and communications, targeted investments in staffing and crime prevention, expanded in-service training, and standardization of protocols and procedures. Next steps include implementation of recommendations for crime prevention improvements, campuswide lighting assessment and improvements, installation of blue emergency telephones, placement and standardization of video surveillance cameras, hiring new police officers and initiating power shifts, expanded Clery Act training, and review of notification and reporting protocols. The consultants will return to campus to conduct town hall meetings with students and staff. President Broderick complimented Vice President Fenning and Chief Burwell for their leadership role in coordinating this review.

Krista Harrell-Blair, student representative to the Board, presented on a recommendation for a graduate student representative to the Board. She provided rationale for the proposal that the Board consider having both an undergraduate and a graduate student representative, noting that graduate students comprise 22% of the student population and have different concerns than

undergraduate students. She noted that other institutions, including Virginia Tech, Washington, Ohio State, Kent State and Duke, have this model. She proposed further discussion during the summer and fall months with a goal of presenting a resolution to the Board for their approval in December.

The President asked Tom Osha to brief the Board on the University's proposal to create the Innovation Foundation in support of the Business Gateway. Mr. Osha reported that the Executive Committee received a detailed briefing on this proposal at their meeting in February and the Committee suggested that the recommendation be brought to the full Board for approval. He explained that the proposal to establish the Innovation Foundation would enhance the University's role as a strategic partner in the commercialization of technology while managing risk and shielding the University from venture liability. It would complement the Research Foundation and have a similar structure, with its own independent board of directors and outside legal counsel and auditors. If approved by the Board, ODU's University Counsel would work with outside counsel to execute a master service agreement and a board consisting of nine members (five from outside the University) would be appointed, with a report back to the Board in December.

Mr. Whyte asked if establishing of the foundation was primarily for legal indemnification purposes. Mr. Kelly, University Counsel, responded that it is partly for that reason but its primary purpose is to facilitate the business of the Business Gateway. Mr. Batten asked who appoints the board and who controls the entity. Mr. Kelly said that the board would be appointed in accordance with the articles of incorporation and the University would have less than 50% control. Mr. Batten expressed support for the concept, but noted his concern that the proposal had not been thoroughly vetted. Mr. Hall agreed and asked if the proposal could be considered at the Board's next meeting.

President Broderick stated that the Executive Committee spent a lot of time discussing the proposal at its meeting in February and noted that it is a tremendous economic development opportunity for the University to build upon the already successful Business Gateway. The entity would be self-sustaining after some initial start-up funding, and is modeled on approaches taken at other universities. Ms. Forehand added that the proposal had been thoroughly vetted by the Executive Committee. Mr. Hiller stated that the proposal makes sense but the concern is about oversight of an independent board of directors.

Edwin Green, representing the law firm Bowman, Green, Hampton, Kelly, PLLC, which has been acting as outside counsel, explained that the foundation would be set up as a non-stock corporation. The Board of Visitors will appoint members to the foundation board, as will the President.

Mr. Jacobson asked if time was of the essence to approve the establishment of the foundation. Mr. Osha responded that the Business Gateway may lose business with further delays. Jerry Robertson, Executive Director of the Business Gateway, reiterated that the establishment of the foundation would provide oversight and provide a vehicle for the Business Gateway to enter into business agreements. President Broderick noted that the Business Gateway already exists and is very successful, but will stagnate if the next step is not taken. Mr. Kornblau commented that these same conversations were held at the Executive Committee meeting. Ms. Forehand stated that the administration has done everything the Executive Committee members had asked in

terms of due diligence and added that she would vote in favor of establishing the foundation. Ms. Kirk also voiced her support.

Mr. Hillier asked if the Board could proceed with approval but remain involved in the follow-up details. Mr. Ainslie offered to act as the Board's liaison if asked. Mr. Batten stated that he was uncomfortable approving something so general and suggested that a business plan or something similar be developed and shared with the Board. Mr. Whyte and Mr. Hall agreed.

A motion was made by Mr. Ainslie that the Board approve the establishment of the Innovative Foundation and the motion was seconded by Mr. Whyte. Upon further discussion, during which some of the same concerns were noted and the suggestion was again made that a "white paper" be prepared and shared with Board members, the motion was withdrawn.

## **REPORTS OF STANDING COMMITTEES**

### **AUDIT COMMITTEE**

The Rector called on Mr. Kornblau for the report of the Audit Committee. Mr. Kornblau reported that Committee received a report on the FY2010 Audit from Joe Steppe of the Auditor of Public Accounts. The University received an unqualified opinion and the report noted no instances of non-compliance or other matters required to be reported under Government Auditing Standards. One internal control finding entitled "Improve Risk Management and Contingency Planning" was identified, and the University is already working towards a corrective action plan to resolve the matter. The APA also discussed plans for the FY2011 audit.

Deane Hennett, Internal Audit Director, provided an update on Compliance Committee activities and internal audit's participation in the on-going SunGard consulting project as well as other smaller efficiency projects around the University.

Mr. Hennett reported, in closed session, details of recent audits performed on Graduation Certification and Student Records, Banner System Controls and Scholarships.

### **ACADEMIC AND RESEARCH ADVANCEMENT COMMITTEE**

The Rector called on Ms. Brown for the report of the Academic and Research Advancement Committee. Ms. Brown reported that the Committee met in closed session to discuss four honorary degree nominations, the appointment of two faculty members with tenure, the award of tenure to 17 faculty members, and dual employment.

Committee members approved by unanimous vote the award of four honorary degrees. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, Treherne, Whyte*)

## **HONORARY DEGREES**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the awarding of honorary degrees to the individuals noted below. A summary of each nominee's career is included in the Academic and Research Advancement Committee agenda.

Jack L. Ezzell, Jr., President and CEO of Zel Technologies, LLC  
Doctor of Humane Letters (*honoris causa*)

Christy Haubegger, founder of Latina magazine  
Doctor of Humane Letters (*honoris causa*)

Paul O. Hirschbiel, Jr., President of Eden Capital, LLC  
Doctor of Humane Letters (*honoris causa*)

Kathryn Taylor Lobeck, President of the Lobeck-Taylor Foundation  
Doctor of Humane Letters (*honoris causa*)

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Committee members approved by unanimous vote the appointment of two faculty members with tenure. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, Treherne, Whyte*)

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

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the appointment of Dr. Nathaniel M. Apatov as Associate Professor with the award of tenure in the School of Nursing in the College of Health Sciences, effective May 10, 2011.

Salary: \$170,000 for 12 months  
Rank: Associate Professor of Nursing and Designated as Director of the Nurse Anesthesia Graduate Program

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

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the appointment of Dr. Sylvain Marsillac as Associate Professor with the award of tenure in the Department of Electrical and Computer Engineering in the Batten College of Engineering and Technology, effective December 25, 2010.

Salary: \$93,000 for 12 months  
Rank: Associate Professor of Electrical and Computer Engineering

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Committee members approved by unanimous vote the award of tenure to 17 faculty members. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, Treherne, Whyte*)

### **TENURE RECOMMENDATIONS**

RESOLVED, that upon the recommendation of the Provost and the Academic and Research Advancement Committee, the Board of Visitors approves the award of tenure and promotion to associate professor to the following members of the faculty at Old Dominion University. The tenure and promotion will be effective with the Fall 2011 semester.

#### College of Arts and Letters

Robert Arnett\*  
Department of Communication and Theatre Arts

Allison T. Chappell  
Department of Sociology and Criminal Justice

James Michael Hall  
Department of Music

John R.G. Roth  
Department of Art

Dawn L. Rothe  
Department of Sociology and Criminal Justice

Burton St. John, III  
Department of Communication and Theatre Arts

#### College of Business and Public Administration

Lan Cao  
Department of Information Technology and Decision Sciences

Licheng Sun  
Department of Finance

Harris Wu  
Department of Information Technology and Decision Sciences

Darden College of Education

Timothy J. Grothaus  
Department of Counseling and Human Services

Shana Pribesh  
Department of Educational Foundations and Leadership

Karen Sanzo  
Department of Educational Foundations and Leadership

College of Engineering and Technology

Juergen F. Kolb  
Department of Electrical and Computer Engineering

Shizhi Qian  
Department of Mechanical and Aerospace Engineering

College of Sciences

Alexander L. Godunov  
Department of Physics

James M. Henson  
Department of Psychology

Timothy J. Motley\*  
Department of Biological Sciences

\* Already an Associate Professor

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Committee members approved by unanimous vote the dual employment of those named below, finding each employment in the best interests of the University, effective retroactively to the date of their respective hire. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Kornblau, Treherne, Whyte*)

**RESOLUTION APPROVING DUAL EMPLOYMENT**

WHEREAS, pursuant to Virginia Code §2.2-3106(C)(2) immediate family members may both work at Old Dominion University if (i) they are engaged in teaching, research, or administrative support positions, (ii) this Board finds it is in the best interests of Old Dominion University to allow the dual employment, and (iii) that the immediate family member does not have sole authority to supervise, evaluate or make personnel decisions regarding the other; and

WHEREAS, Gilbert Yochum and Patricia Doherty, husband and wife, both work in the College of Business and Public Administration and special care has been taken that neither has authority to evaluate, supervise or make personnel decisions regarding the other; and

WHEREAS, Angelica Huizar and Andrew Gordus, wife and husband, both work in the Department of Foreign Languages and Literatures, and special care has been taken that neither has authority to evaluate, supervise or make personnel decisions regarding the other; and

WHEREAS, Juan Du and Takeshi Yagahashi, wife and husband, both work in the Department of Economics and neither has authority to evaluate, supervise or make personnel decisions regarding the other; and

WHEREAS, Alexander Gurevich and Katharine Moulton, husband and wife, work in different departments in the College of Sciences and neither has authority to evaluate, supervise or make personnel decisions regarding the other; and

WHEREAS, Elliott C. Jones and Jhawn Elliott Jones, father and son, both work in the Department of Art and neither has authority to evaluate, supervise or make personnel decisions regarding the other; and

WHEREAS, Thomas Maddox, Sr. and Thomas Maddox, Jr., father and son, work in administrative support positions in separate departments and neither has authority to evaluate, supervise or make personnel decisions regarding the other.

BE IT RESOLVED, that the Board of Visitors of Old Dominion University finds that it is in the best interests of the University and the Commonwealth for the dual employment of the above named to exist.

BE IT FURTHER RESOLVED, that the dual employment of those listed above is recognized and approved effective retroactively to the date of their respective hire.

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The Committee approved by unanimous vote the resolutions on 28 faculty appointments, 24 administrative appointments and six emeritus appointments. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

## FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement 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>
Dr. Michel Audette Assistant Professor of Modeling, Simulation and Visualization Engineering (Tenure Track)	\$78,000	7/25/11	10 mos

Dr. Audette received a Ph.D. in Biomedical Engineering and a Bachelor of Engineering (Electrical), in 2002 and 1986 respectively, from McGill University and a Master's in Engineering (Electrical) from Ecole Polytechnique in 1992. Since 2008, he has been a Research Engineer at Kitware, Inc.

Mr. John Blake Bailey Mina Hohenberg Darden Professor of English	\$45,000	7/25/11	10 mos
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Mr. Bailey received an M.A. in English in 1998 from the University of New Orleans and a B.A. in English in 1985 from Tulane University. Since 2010, he has been a Visiting Associate Professor of English at Old Dominion University. Prior to that, Mr. Bailey was a Writer in Residence at the College of William & Mary. (Designated as the Mina Hohenberg Darden Endowed Chair of Creative Writing) (one-third time appointment)

Dr. Yeong-Jer Chen Research Assistant Professor	\$69,000	1/10/11	10 mos
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Dr. Chen received a Ph.D. and M.S. in Electrical and Computer Engineering, in 2009 and 2005 respectively, from Texas Tech University and a B.S.E.E. in Electrical and Computer Engineering in 2004 from Texas Tech University. Since 2010, he has been a Senior Research Associate in the Center for Pulsed Power and Power Electronics at Texas Tech University.

Dr. Mengyan Dai Assistant Professor of Sociology and Criminal Justice (Tenure Track)	\$57,000	7/25/11	10 mos
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Dr. Dai received a Ph.D. in Criminal Justice in 2007 from the University of Cincinnati and an LL.B. and a B.A. in English and Sciences in 2001 from the University of Science and Technology of China. Since 2007, he has been an Assistant Professor in the School of Criminal Justice at the University of Baltimore.

Mr. David P. Devine Lecturer of Engineering Technology	\$64,000	7/25/11	10 mos
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Mr. Devine received an M.S. in Civil Engineering from Purdue University and a B.S. in Civil Engineering from the University of Notre Dame. He has been a Visiting Instructor at Trine University and Director of Undergraduate Studies for the Civil Engineering program at the University of Notre Dame.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Chad M. Driscoll Lecturer of Nursing	\$26,000	12/25/10	5 mos

Mr. Driscoll received a Master of Health Science in 2002 from La Roche College, a Certificate in Nurse Anesthesia in 2002 from St. Francis Hospital and a B.S.N. in 1997 from St. Louis University. Since 2008, he has been Lead Certified Registered Nurse Anesthetist at Sentara Careplex and Sentara Bayside Hospital. (Designated as Simulation Instructor for the Nurse Anesthesia Program) (half-time appointment)

Dr. Juan Du Assistant Professor of Economics (Tenure Track)	\$78,000	7/25/11	10 mos
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Dr. Du received a Ph.D. in Economics in 2008 from the University of California, Davis and a B.A. in Economics in 2002 from Fudan University. Since 2008, she has been Visiting Assistant Professor in the Economics Department at the College of New Jersey.

Dr. Stephen B. Gordon Assistant Professor of Urban Studies and Public Administration (Tenure Track)	\$95,000	7/25/11	10 mos
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Dr. Gordon received a Ph.D. in Government and Politics in 1984 from the University of Maryland and an M.A. and B.A. in Political Science, in 1974 and 1973 respectively, from Mississippi State University. Since 2010, he has been a Visiting Research Fellow at the National Institute of Governmental Purchasing (NIGP). Prior to that, Dr. Gordon was Director of Procurement for the City of Alexandria, Virginia and served as an Adjunct Faculty member at Tennessee State University and the University of Maryland.

Dr. Luis Guadaño Assistant Professor of Foreign Languages and Literatures (Tenure Track)	\$52,000	7/25/11	10 mos
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Dr. Guadaño received a Ph.D. in Spanish and Portuguese Studies in 2006 from the University of Minnesota Twin Cities, an M.A. in Modern Languages, Spanish in 1995 from Texas A&M University and a B.A. in Philosophy in 1992 from Universidad Complutense. Since 2008, he has been an Assistant Professor in the Department of Foreign Languages at Weber State University.

Dr. Edward L. Hill Assistant Professor of Human Movement Sciences (Tenure Track)	\$53,684	7/25/11	10 mos
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Dr. Hill received a Ph.D. in 2004 from the University of Utah, Salt Lake City, and an M.Ed. in Special Education and B.S. in Health, Physical Education and Recreation, in 1998 and 1995 respectively, from Old Dominion University. Since 2008, he has been Assistant Professor in the Recreation, Parks and Leisure Studies Department at State University of New York Cortland.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Matthew C. Hoch Instructor of Human Movement Sciences (Tenure Track)	\$58,000	7/25/11	10 mos

Mr. Hoch received an M.S. in Recreational and Sport Science, Athletic Training in 2008 from Ohio University, a B.S. in Athletic Training in 2006 from East Stroudsburg University and is expected to receive a Ph.D. in Rehabilitation Sciences in May 2011 from the University of Kentucky. Since 2008, he has been a Doctoral Research Assistant in Athletic Training at the University of Kentucky. Mr. Hoch is also an Adjunct Faculty member in Exercise and Sport Science at Eastern Kentucky University. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by August 31, 2011.)

Mr. Ryan L. Klinger Instructor of Management (Tenure Track)	\$108,000	7/25/11	10 mos
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Mr. Klinger received an M.S. in Business Administration and a B.A. in Psychology, in 2006 and 2004 respectively, from the University of Florida and is expected to receive a Ph.D. in Organizational Behavior/Human Resources in May 2011 from the University of Florida. He has taught in the Department of Management at the University of Florida, Warrington College of Business. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by August 31, 2011.)

Dr. James W. Lee Associate Professor of Chemistry and Biochemistry (Tenure Track)	\$85,000	12/25/10	10 mos
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Dr. Lee received a Ph.D. in Photosynthesis Research and Physical Chemistry and an M.S. in Plant Physiology and Biochemistry from Cornell University. Since 2007, he has been an Adjunct Professor in Renewable Energy/Environment in the Whiting School of Engineering at Johns Hopkins University. (Salary includes at \$5000 stipend for serving as Assistant Director of the Virginia Coastal Energy Research Consortium.)

Dr. Jonathan M. Lester Lecturer of Engineering Technology	\$64,000	7/25/11	10 mos
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Dr. Lester received a Ph.D. and an M.S. in Civil Engineering, in 2003, and 1997 respectively, from West Virginia University and a B.S. in Civil Engineering in 1992 from Virginia Military Institute. Since 2009, he has been Mission Assurance Officer at U.S. Marine Corps Forces Command. Dr. Lester has also been an Assistant Adjunct Professor in the Engineering Technology Department at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Alison M. Lietzenmayer Lecturer of Communication and Theatre Arts	\$40,000	7/25/11	10 mos

Ms. Lietzenmayer received an M.A. in Humanities: Communication in 2004 from Old Dominion University and a B.A. in Communication with an emphasis in Public Relations in 2002, also from Old Dominion University. Since 2010, she has been a Lecturer of Communication and Theatre Arts at Old Dominion University. Prior to that, Ms. Lietzenmayer was a substitute teacher with Virginia Beach City Public Schools.

Mr. Travis Linnemann Instructor of Sociology and Criminal Justice (Tenure Track)	\$55,000	7/25/11	10 mos
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Mr. Linnemann received an M.A. in Sociology in 2006 from Kansas State University, a B.S. in Sociology in 1997 from Emporia State University and is expected to receive a Ph.D. in Sociology in 2011 from Kansas State University. Since 2006, he has been a Graduate Teaching Assistant at Kansas State University. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by July 1, 2011.)

Ms. Katharine A. Moulton Teaching Assistant Instructor, College of Sciences	\$31,250	7/25/11	10 mos
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Ms. Moulton received an M.A. in Linguistics/TESL in 1980 from the University of Michigan and a B.A. in Comparative Religion and Sociology in 1975 from Macalester College. Since 2006, she has been Assistant in Administration and English Studies/I T A Instructor in the Center for Intensive English Studies at Florida State University. (Three-quarter time appointment)

Dr. Benjamin D. Neimark Assistant Professor of Political Science and Geography (Tenure Track)	\$53,000	7/25/11	10 mos
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Dr. Neimark received a Ph.D. in 2008 from the Department Geography at Rutgers University, an M.S. in 2001 from Cornell University and a B.S. in Social Science and Interdisciplinary Studies in 1995 from the State University of New York at Buffalo. Since 2008 he has been Director and Head Academic Advisor in Environmental Studies and a Visiting Assistant Professor in the Department of Geography and Urban Studies at Temple University.

Dr. Man Wo NG Assistant Professor of Modeling, Simulation and Visualization Engineering (Tenure Track)	\$78,000	3/10/11	10 mos
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Dr. NG received a Ph.D. in Civil Engineering Transportation and an M.S. in Statistics in 2010 from the University of Texas at Austin and an M.Sc. in Applied Mathematics and B.Sc. in Mechanical Engineering, in 2005 and 2002 respectively, from Delft University of Technology. Since 2010, he has been a Post-Doctoral Research Fellow in the Department of Civil, Architectural and Environmental Engineering at the University of Texas at Austin.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Vivian J. Paige Instructor of Accounting	\$56,000	7/25/11	10 mos

Ms. Paige received an M.B.A. and a B.S. in Business Administration from Old Dominion University. Since 1986, she has been business owner and CPA of Vivian J. Paige, CPA, PC, Norfolk, VA. She has also been an Adjunct Instructor of Accounting at Old Dominion University.

Dr. James F. Paulson Associate Professor of Psychology (Tenure Track)	\$78,000	7/25/11	10 mos
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Dr. Paulson received a Ph.D. and an M.A. in Clinical Psychology, in 2002 and 1998 respectively, from the University of North Carolina at Greensboro and a B.S. in Psychology in 1996 from Appalachian State University. Since 2010, he has been Associate Professor of Psychiatry and Behavioral Sciences and Associate Professor of Pediatrics at Eastern Virginia Medical School. Since 2006, Dr. Paulson has been a Pediatric Psychologist and Director of the Pediatric Psychology Advanced Training Programs at Children's Hospital of the King's Daughters and an Adjunct Associate Professor at Old Dominion University.

Senator Frederick M. Quayle Adjunct Faculty Member	\$5,000 per course	5/16/11	10 mos
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Senator Quayle received a B.A. in Economics from the University of Virginia and an LL.B. from T.C. Williams School of Law. He has been a member of the Virginia Senate since 1992 and represents District 13. He was a full-time faculty member at Old Dominion University from 2007-2009, teaching courses in the Department of Political Science and Geography and the Department of Finance. Senator Quayle has previously been an Adjunct Faculty member.

Dr. Kim C. Stewart Assistant Professor of Human Movement Sciences (Tenure Track)	\$53,684	7/25/11	10 mos
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Dr. Stewart received a Ph.D. in Applied Physiology and Kinesiology in 2008 from the University of Florida, an M.S. in Human Nutrition, Foods, and Exercise in 2001 from Virginia Polytechnic Institute and State University and a B.A. in Mathematics in 1994 from Mercer University. Since 2008, she has been Assistant Professor in Health, Physical Education, and Recreation at Mars Hill College.

Ms. Kathleen H. Winters Instructor of Political Science and Geography (Tenure Track)	\$52,000	7/25/11	10 mos
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Ms. Winters received an M.A. in Political Science in 2009 from the Ohio State University, a B.S. in Criminal Justice in 2006 from Pennsylvania State University and is expected to receive a Ph.D. in Political Science in 2011 from The Ohio State University. Since 2009, she has been an Instructor at The Ohio State University. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by August 31, 2011.)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Kaiqi Xiong Associate Professor of Modeling, Simulation and Visualization Engineering (Tenure Track)	\$86,000	7/25/11	10 mos

Dr. Xiong received a Ph.D. in Computer Science and an M.S. in Computer Engineering, in 2007 and 2000 respectively, from North Carolina State University and a Ph.D. and M.S. in Mathematics, in 1997 and 1995 respectively, from Claremont Graduate School. Since 2008, he has been Assistant Professor in the Department of Computer Science at TAMU-Commerce.

Dr. Takeshi Yagihashi Assistant Professor of Economics (Tenure Track)	\$78,000	7/25/11	10 mos
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Dr. Yagihashi received a Ph.D. in Economics in 2008 from the University of California, Davis and a B.A. in Economics in 1996 from Keio University, Japan. Since 2008, he has been Assistant Professor in the Department of Political Science, Economics and Philosophy at the College of Staten Island/CUNY.

Ms. Elizabeth Zanoni Instructor of History (Tenure Track)	\$50,000	7/25/11	10 mos
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Ms. Zanoni received an M.A. in History in 2005 from Western Michigan University, a B.A. in American Studies in 2001 from the University of Notre Dame and is expected to receive a Ph.D. in History in 2011 from the University of Minnesota. She has been an Instructor of History and Teaching Assistant at the University of Minnesota and Western Michigan University. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by August 31, 2011.)

Dr. Christian Zemlin Assistant Professor of Electrical and Computer Engineering (Tenure Track)	\$80,000	2/10/11	10 mos
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Dr. Zemlin received a Ph.D. in Theoretical Physics in 2002 from Humboldt-University Berlin and an M.Sc. Physics, a B. Sc. Mathematics and a B.Sc. Physics, in 1998 and 1994 respectively, from Technical University Berlin. Since 2006, he has been a Research Assistant Professor in the Department of Pharmacology at SUNY Upstate Medical University and also a Research Assistant Professor and Adjunct Professor at Syracuse University.

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## ADMINISTRATIVE FACULTY APPOINTMENTS

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

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Shanette Alston Assistant Director of Athletic Ticketing and Instructor	\$35,000	3/25/11	12 mos

Ms. Alston received a Masters in Adult and Higher Education in 2010 from the University of Oklahoma and a B.S. in Sport Administration in 2008 from the University of Louisville. Since 2010, she has been Event Marketing and Ticketing Intern at the University of Notre Dame Athletic Department.

Mr. Jerome C. Brinker, Jr. Associate Director, ODU Business Gateway and Instructor	\$90,000	12/25/10	12 mos
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Mr. Brinker received an M.S. in Administration from Central Michigan University and a B.S. in Business Administration from Old Dominion University. Since 2002, he has been Director of Development for the Frank Batten College of Engineering and Technology at Old Dominion University.

Ms. Michele R. Catalano Major Gifts Officer, Special Projects and Instructor	\$75,000	2/25/11	12 mos
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Ms. Catalano received an M.A. in Humanities in 2008 from Old Dominion University and a B.A. in Fine Arts in 2005 from Virginia Wesleyan College. Since 2008, she has been a Development Specialist at the Sandler Center for the Performing Arts Foundation.

Mr. Christopher D. Crouch Director of Football Operations and Instructor	\$40,000	2/25/11	12 mos
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Mr. Crouch received an M.S. in Health and Physical Education in 2005 from Old Dominion University and a B.S. in Health and Physical Education in 2003 from Lock Haven University of Pennsylvania. Since 2010, he has been Interim Director of Football Operations and prior to that Director of Athletic Camps (2007-10) at Old Dominion University.

Mr. William A. Dee Assistant Offensive Coach, Offensive Line, and Assistant Instructor	\$30,000	3/10/11	12 mos
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Mr. Dee received a B.S. in Special Education in 1975 from Mansfield State College. Since 2009, he has been an Assistant Football Coach at Christopher Newport University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Clay B. Foreman, III Director of the Monarch Card Center and Assistant Instructor	\$57,000	3/3/11	12 mos

Mr. Foreman received a B.S. in Business Administration from the University of North Carolina at Chapel Hill. Since 2005, he has been Chief Financial Officer of Allstate Building Supply in Elizabeth City, NC.

Mr. George J. Fowler Associate University Librarian for Information Resources	\$95,000	1/25/11	12 mos
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Mr. Fowler received an M.S. in Library Science and a B.S. in Information Science, in 1998 and 1997 respectively, from the University of North Texas. Since 2006, he has been Head of the Library Systems Department at the University of Arkansas.

Ms. Courtney Gardner Major Gifts Officer, Peninsula and Richmond Region, and Assistant Instructor	\$75,000	4/4/11	12 mos
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Ms. Gardner received a B.A. in International Politics and a B.S. in Economics in 1989 from Mary Washington College. Since 2009 she has been Interim Executive Director of Young Audiences of Virginia, and she was President of C E Gardner Consulting, LLC from 2000-10.

Ms. Tricia Hudson-Childers Director of Major Gifts and Assistant Instructor	\$101,000	3/10/11	12 mos
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Ms. Hudson-Childers received a B.A. in Government and Politics in 1996 from George Mason University. Since 2008, she has been Director of Development at Tidewater Community College. Prior to that, Ms. Hudson-Childers was Director of Development at Virginia Wesleyan College.

Ms. Pamela E. Jackson Interim Director of Institutional Equity and Equal Opportunity/Affirmative Action and Assistant Instructor	\$70,000	2/10/11	12 mos
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Ms. Jackson received a Bachelor's in Business Administration in 2001 from Averett University. Since 2010, she has been Senior Equal Opportunity Officer and Investigator at Old Dominion University. Prior to that, Ms. Jackson was a Vice President in Human Resources for SunTrust Bank.

Ms. Mary A. Jordan Tennis Facility Center Director and Assistant Instructor	\$40,000	11/25/10	12 mos
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Ms. Jordan received a B.S. in Physical Education and Health Education in 1984 from Illinois State University. Since 2009, she has been Acting Tennis Facility Center Director at the Folkes Stevens Tennis Center at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. David J. McMillan Site Director, MCB Quantico & NSWC Dahlgren, and Instructor	\$56,860	3/10/11	12 mos

Mr. McMillan received an M.S. in Management in 2003 from Roberts Wesleyan College and a B.A. in Communication in 1992 from Houghton College. Since 2005, he has been Site Director at Southside Virginia Community College.

Dr. Ellen J. Neufeldt Vice President for Student Engagement and Enrollment Services and Assistant Professor	\$205,000	6/25/11	12 mos
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Dr. Neufeldt received a Doctor of Education from the University of Tennessee at Knoxville and an M.A. in Educational Psychology and Counselor Education and a B.S. in Business Administration from Tennessee Technological University. Since 2005, she has been Vice President for Student Affairs at Salisbury University. Prior to that, Dr. Neufeldt was Assistant Vice Chancellor for Student Development (2002-2005) and Dean of Student Life (2001-2005) at the University of Tennessee at Chattanooga.

Ms. Stacy E. Nixon Major Gifts Officer, Batten College of Engineering and Technology, and Instructor	\$75,000	2/25/11	12 mos
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Ms. Nixon received an M.P.A. in Community Development in 2006 from Eastern Kentucky University, a B.S. in International Affairs in 2004 from Georgia Tech and is expected to receive a Ph.D. in Higher Education in 2011 from Old Dominion University. Since 2008, she has been Associate Director of Development and Development Officer at Tidewater Community College.

Dr. John A. Nunnery Executive Director, Center for Educational Partnerships and Associate Professor of Educational Foundations and Leadership (Tenured)	\$110,000	1/25/11	12 mos
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Dr. Nunnery received an Ed.D. in Educational Psychology and Research in 1995 from the University of Memphis, an M.A.T. in Secondary Curriculum and Instruction in 1991 from Memphis State University and a B.A. in History in 1988 from Rhodes College. Since 2010, he has been Interim Executive Director for the Center for Educational Partnerships; he served as Interim Director of PREPS/CTQEL in 2009-10. Dr. Nunnery has been an Associate Professor and Assistant Professor at Old Dominion University since 2001.

Ms. Lisa A. Okun Physics Operations Manager and Assistant to the Chair and Instructor	\$50,000	1/25/11	12 mos
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Ms. Okun received an M.A. in National Security and Strategic Studies from the Naval War College, an M.A. in Management and Human Resources Development from Webster University, and a B.S. in Biology from State University of New York at Albany. She has been Executive Assistant to the Executive Director and Chief of Staff at United States Fleet Forces Command in Norfolk and a Commanding Officer/Executive Officer for the Navy Recruiting District in Richmond, VA.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. V. Andrea Parodi Virginia Modeling, Analysis & Simulation Center	\$120,000	3/10/11	12 mos

Dr. Parodi received a Doctor of Science in Nursing in 2007 from the University of Alabama at Birmingham, a Master of Science in Nursing in 1979 from Vanderbilt University, and a Bachelor of Arts in Psychology in 1973 from the College of Mount Saint Vincent on-the-Hudson. Since 2007, she has been Head of Nursing Research and Consultation and Head of the Team Resource Center at the Portsmouth Naval Medical Center.

Delegate Kenneth R. Plum Contributing Author for the Old Dominion University State of the Region Report, College of Business and Public Administration	\$6,000	3/1/11	3 mos
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Delegate Plum received a B.A. from Old Dominion University and an M.Ed. from the University of Virginia. He is a retired teacher and school administrator with Fairfax County Public Schools, where he served as Director of Adult and Community Education. Delegate Plum is a member of the Virginia House of Delegates, representing the 36<sup>th</sup> District. He has served in the House of Delegates from 1978-80 and 1982-present.

Mr. Thomas L. Reese Director of Business Development and Technology Transfer, Virginia Modeling, Analysis & Simulation Center	\$100,000	1/10/11	12 mos
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Mr. Reese received an M.B.A. in 1998 from Lynchburg College and a B.S. in Mechanical Engineering in 1995 from Old Dominion University. Since 2009, he has been employed by the Old Dominion University Research Foundation as Director of Business Development and Technology Transfer at the Virginia Modeling, Analysis and Simulation Center.

Mr. Richard Sanon Athletic Academic Advisor and Instructor	\$39,000	4/10/11	12 mos
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Mr. Sanon received a Master of Sports Leadership in 2010 from Northeastern University and a B.S. in Sport Management in 2008 from Lasell College. Since 2009, he has been Assistant Academic Counselor at the University of Nebraska.

Ms. Donna S. Savage Graduate Education Advisor/Coordinator, Peninsula Higher Education Center, and Instructor	\$31,000	12/10/10	12 mos
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Ms. Savage received an Ed.S. in Administration and Supervision from the George Washington University and an M.A. Ed. and B.A. in Elementary Education, in 1993 and 1987 respectively, from the College of William and Mary. Since 2004, she has been an Adjunct Instructor in the College of Education at Old Dominion University and served as Graduate Education Programs Advisor in 2010. (This is a three-quarter time position.)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Nicole Turner Assistant Athletic Business Manager and Assistant Instructor	\$42,000	11/25/10	12 mos

Ms. Turner received a B.S. in Psychology in 2009 from Old Dominion University. Since 2007, she has been Procurement Officer at Old Dominion University, and she has also been a part-time Bookkeeper for Ayers Plumbing and Repairs.

Ms. Kersten N. Wheeler Research Compliance Coordinator and Instructor	\$45,000	4/25/11	12 mos
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Ms. Wheeler received an M.Sc. in Marine Science in 2002 from the University of Southern Mississippi and a B.A. in General Science in 1999 from Mississippi State University. Since 2005, she has been a Marine Scientist Supervisor at the Virginia Institute of Marine Science.

Dr. Gilbert R. Yochum Professor of Economics (Tenured) and Dean of the College of Business and Public Administration	\$230,000	3/25/11	12 mos
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Dr. Yochum received a Ph.D. in Economics in 1974 from West Virginia University and a B.A. from Indiana University of Pennsylvania. He has been Interim Dean of the College of Business and Public Administration since fall 2010, a member of the Governor's Advisory Board of Economists for the Commonwealth of Virginia since 2002, and Project Director for the Old Dominion University Economic Forecasting Project since 1995. Dr. Yochum also served as Chair of the Economics Department from 1991-2000 and is designated as a University Professor.

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### **EMERITUS APPOINTMENTS**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the granting of the title of emeritus to the following faculty members. A summary of their accomplishments is included.

<u>Name and Rank</u>	<u>Effective Date</u>
Jon R. Crunkleton Associate Professor Emeritus of Finance	June 1, 2011
Amin N. Dharamsi Professor Emeritus of Electrical and Computer Engineering	June 1, 2011
William B. Jones Associate Professor Emeritus of Philosophy and Religious Studies	June 1, 2011

C. Michael Overstreet  
Associate Professor Emeritus of Computer Science

July 1, 2011

Joseph C. Sever, Jr.  
Associate Professor Emeritus of Communication Disorders  
and Special Education

June 1, 2011

Alfred Townsend  
Associate Professor Emeritus of Music

June 1, 2011

#### JON R. CRUNKLETON

Jon R. Crunkleton received a B.S. in Business Management from Virginia Polytechnic Institute and State University in 1966, served eight years in the U.S. Army with a tour in Viet Nam, and received a Ph.D. with a double major in Real Estate and Marketing from the University of South Carolina in 1978. He joined the faculty in 1978 as an Assistant Professor of Finance and was promoted to the rank of Associate Professor in 1984.

In his 33 years at Old Dominion University, Crunkleton has served on a variety of college and University committees. He created the Real Estate Center and Advisory Board in 1990, which evolved into the Center for Real Estate and Economic Development. He started the Hampton Roads Real Estate Review and Forecast program, which is held yearly at the Ted Constant Convocation Center, and began publishing the Hampton Roads Real Estate Market Review that included survey results of rents and vacancy rates for office, retail, and industrial space in the Hampton Roads area. Crunkleton was recently recognized at the 2011 Hampton Roads Real Estate Market Review program for his 33 years of service to the University, his teaching real estate courses to over 6,000 students, and his creation of the Real Estate Center.

#### AMIN DHARAMSI

Amin Dharamsi received a B.S. in Electrical Engineering from the University of Nairobi, Kenya, in 1973 and an M.S. and Ph.D. from the University of Alberta, Canada, in 1977 and 1981 respectively. He joined the Department of Electrical Engineering at Old Dominion University in 1980 as an Instructor and became Professor in 1996.

Dharamsi has received several awards for his teaching, including the Most Inspiring Faculty Member in the College of Engineering in 1996. His research has involved the understanding of the mechanism by which light interacts with matter, with a particular emphasis on non-intrusive laser-based sensing. In 2000 he was designated Distinguished Lecturer by the Institute of Electrical and Electronics Engineers (IEEE) and continues in that capacity as Distinguished Lecturer Emeritus of the IEEE Photonics Society. Dharamsi has mentored many students in their research who have thus obtained their M.S. and Ph.D. degrees and developed their own successful careers. Several of his doctoral students have joined some of the top universities and federal research agencies in the country.

## WILLIAM B. JONES

William B. Jones received a Ph.D. in philosophy in 1974 from Vanderbilt University, a Ph.D. in physics in 1970 from the University of Virginia and a B.S. in Mathematics in 1961 from Emory and Henry College. After teaching at the University of Florida for several years, he came to Old Dominion in 1975 and was promoted to Associate Professor in 1979.

Jones has taught general education and honors courses in philosophy during his career. In addition to teaching philosophy courses, he has regularly been asked to visit engineering courses to speak to their students about engineering ethics. As a scholar, his areas of specialization are the philosophy of science and the philosophy of technology. He has 56 philosophy and science publications. Jones has done exemplary service to the University. He served as chair of the department from 1985-91 and as a long-serving member of the Faculty Senate.

## C. MICHAEL OVERSTREET

C. Michael Overstreet was awarded a B.S. in Mathematics from the University of Tennessee in 1966, an M.S. in Mathematics from Idaho State University in 1968, an M.S. in Computer Science in 1975 from Virginia Tech, and a Ph.D. in Computer Science from Virginia Tech in 1982. Overstreet came to Old Dominion University in 1984 as an Assistant Professor of Computer Science and was promoted to Associate Professor in 1988. He was a visiting professor at the Kyushu Institute of Technology in Japan and the Fachhochschule für Technik und Wirtschaft in Germany. Overstreet served as Graduate Program Director of the Computer Science program, Interim Associate Dean and Associate Dean of the College of Sciences, and Interim Chair of the Department of Computer Science. He also served in several leadership positions in the Association for Computing Machinery.

Overstreet is a nationally and internationally recognized researcher in simulation and areas of software engineering. He is author or co-author of over 80 journal and proceedings articles, and he has been principal or co-principal investigator of over 40 externally funded grants. Overstreet was nominated for a SCHEV Outstanding Faculty Award and for the Carnegie Foundation for the Advancement of Teaching U.S. Professors of the Year Program.

## JOSEPH C. SEVER, JR.

Joseph C. Sever, Jr. received a Ph.D. in Hearing Science Psychoacoustics/Audiology in 1977 from the University of Iowa, an M.A. in Audiology in 1973 from Central Michigan University and a B.A. in Psychology in 1970 from Old Dominion University. After serving as an Assistant Professor at the University of Florida and James Madison University, he joined Old Dominion University as an Associate Professor of Child Study and Special Education in 1985.

Sever has served as Director of the Speech and Hearing Clinic for the Communication Sciences and Disorders Program and has also been the manager of the Oral Preschool for hearing impaired children in the Child Study Center. Through his work, the Communication Sciences and Disorders Program is formally affiliated with the Scottish Rite and Sertoma, two organizations that have contributed funding for graduate student scholarships, equipment, and tuition support for families who cannot afford services delivered through the Speech and Hearing Clinic.

## ALFRED S. TOWNSEND

Alfred S. Townsend received a B.M. in Music Education from Nyack College in 1969, an M.S. in Education from the State University of New York College of Arts and Sciences at Potsdam in 1973, a Ph.D. in Music Education from New York University in 1986, and a Professional Diploma in Educational Administration from Long Island University, C.W. Post College, in 1986. He joined Old Dominion in 2006 and was the first appointee of the F. Ludwig Diehn Endowed Chair of Instrumental Music Education at the rank of Associate Professor. He served as head of the music education area and initiated and taught the music education research component in the graduate program. Townsend restructured the music education program to help ODU students meet state and national standards and regulations. Further, he led mentoring workshops to enable students to achieve success.

His research/creative activity focus has been the creation of the nationally recognized project *Connecting Parents with Learning* that involves parents in studying content along with their children. Schools in the Tidewater region have participated in a variety of Connecting Parents with Learning Projects that have resulted in strengthening content knowledge and improving parent-student-school-teacher relationships. Townsend's book, *Introduction to Effective Music Teaching: Artistry and Attitude*, is due out this summer.

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Committee members approved by unanimous vote the proposed revision to the Policy on Initial Appointment of Teaching and Research Faculty. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

## **PROPOSAL FOR REVISIONS TO THE POLICY ON INITIAL APPOINTMENT OF TEACHING AND RESEARCH FACULTY**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the revisions to the policy on Initial Appointment of Teaching and Research Faculty, effective April 7, 2011.

Rationale: Under the current policy, the review for a faculty appointment with tenure at the time of the initial appointment is based on the candidate's normal application materials. The proposed revision would add language to require a statement of research and teaching philosophy, letters of reference, and evidence of teaching and research excellence when the initial appointment to the University includes the award of tenure.

## **Initial Appointment of Teaching and Research Faculty**

### **I. Board of Visitors Policy**

- A. No one has the authority to make a firm offer of employment (subject to approval by the board and the governor) except the provost and vice president for academic affairs, who acts by authority of the president. Any communication at the departmental or college level with potential appointees should make it clear that approval by the provost and vice president for academic affairs is required.

- B. An initial faculty appointment should not be considered final until it has been approved by the Board of Visitors and the governor of the Commonwealth of Virginia or his/her designate. All offers of employment and other communications with potential faculty members should specifically state this fact.
- C. No administrative official shall have the authority to make a statement of expectation of tenure or a written/oral commitment which implies in any way a promise of tenure except as described in paragraph D below. Except as described below, all initial appointments to the faculty shall be probationary and no award of tenure or promise of an award of tenure shall be made to a faculty member except in strict accordance with the Board of Visitors Policies on Tenure.
- D. In the case of certain initial appointments to the rank of professor or associate professor, the president has the authority to eliminate the probationary period for tenure and to make a firm offer or promise of tenure subject to II.G.11. of this policy and approval by the board. It is the sense of the board that this authority should be exercised rarely and only when the best interests of the university require it. All such cases must be reported to the board for approval before tenure is awarded.
- E. The president is accountable to the Board of Visitors for insuring the appointment of faculty qualified to carry out the mission of the institution, for the implementation of the university's affirmative action plan in initial appointments, for maintenance of fiscal responsibility in assignment of faculty positions, and for the establishment of procedures to carry out board policy in initial appointments. The president may delegate some or all of these responsibilities to the provost and vice president for academic affairs.

## **II. Procedures**

- A. In a timetable established in accordance with the procedures for building the operating budget for the coming year, each department anticipating hiring new faculty for the coming year projects the positions it wishes to fill (including both new positions and replacements for retiring faculty members or others known to be leaving). These projections must be in accord with the approved mission of the department and must be clearly related to demonstrable needs of the department, including at least a clear relationship between instructional faculty and projected FTE students in accordance with the departmental faculty/student ratios approved by the Office of the Provost and Vice President for Academic Affairs. Other justifications for positions may include establishment of new programs which may not immediately produce FTE students sufficient to justify the position, existence of substantial funded research for which time will be purchased by an outside agency, and important service activities required by the department within the university's mission.
- B. The dean, once reports have been received from all departments, recommends to the provost and vice president for academic affairs in priority order new and replacement faculty positions for the coming year together with salaries required for each position. Copies of the departmental recommendations are included by the dean in the report to the provost and vice president for academic affairs.
- C. On the basis of the projected needs of the following year, the provost and vice president for academic affairs requests a specific number of faculty positions and a budget for these positions from the president at the appropriate time in the annual budget process.
- D. Within the budget and positions allocated to the provost and vice president for academic affairs by the president, the provost and vice president for academic affairs assigns positions and funds to each dean for new or replacement faculty positions.
- E. The dean allocates these positions with general salary ranges to the departments in the college.
- F. If later in the year a position falls vacant because of an unexpected resignation or for any other cause, this fact is reported promptly to the provost and vice president for academic affairs, who may then reassign the position to the college in which it previously existed, assign it to another college, or discontinue the position. If the position is assigned to a college, the provost and vice president for academic affairs assigns additional funds to the dean of that college to cover the salary of this position. These funds are not necessarily equal to the salary of the departing faculty member. The dean may then assign an additional position to the department within the college having the greatest need. Positions falling vacant are not automatically assigned to the same college or department but are assigned on the basis of university and college priorities.

- G. Once a position has been assigned to a department, the following recruitment procedure is instituted (a similar procedure will be followed for interdisciplinary faculty)<sup>1</sup>:
1. A statement of critical requirements for the position at the time it is offered is developed by the department and approved by the dean. The critical requirements should indicate clearly the primary responsibilities that the new faculty member will be expected to perform and the qualifications necessary for the performance of these responsibilities.
  2. The department consults the university's equal opportunity/affirmative action director for advice concerning avenues for recruitment of qualified women and minority candidates and concerning the university's policies and procedures for insuring affirmative action in the recruitment process. Failure to follow the university's affirmative action policies and procedures will usually result in the refusal of the provost and vice president for academic affairs to write a contract for the faculty member recommended.
  3. Advertisements are placed in appropriate professional journals by the Office of Academic Affairs upon the recommendation of the department. Specific procedures concerning recruitment advertising are available from the Office of Academic Affairs.
  4. All other means are used by the department to conduct an active search for the largest possible pool of qualified candidates.
  5. Credentials of candidates are carefully screened by the department or interdepartmental committee in order to determine the ones with the best qualifications for the open positions.
  6. After insuring that appropriate affirmative action policies and procedures have been met, the chair, with the approval of the dean, then chooses one or more of the most qualified candidates to visit the campus. All final candidates for a position should visit the Old Dominion University campus. Because of fund limitations, it will usually not be possible to invite more than two or three candidates for one position. The following procedures are followed:
    - a. Prior approval from the Office of Academic Affairs (who will check with the equal opportunity/affirmative action director in order to ensure that procedures have been followed) is obtained for the expenditure of travel funds before the candidate is invited.
    - b. All candidates meet with the chair, dean, all available faculty members of the department, and selected students. In the case of large departments with a representative appointments committee of the faculty, the composition and size of the faculty committee is determined by the department. Candidates who will be expected to teach courses on the 500 level or above and candidates for associate professor and full professor are scheduled for appointments with the provost and vice president for academic affairs or a designee whenever possible.
    - c. While on campus candidates are given copies of the most recent Faculty Handbook and are informed of the university policies concerning moving expenses and other relevant matters. All candidates should understand that they may be assigned to day, evening, or off-campus classes as part of their regular loads.
    - d. Departments are expected to require that candidates prepare a classroom lecture, conduct a seminar, or deliver a public talk so that their potential associates and students may observe their command of subject and clarity of presentation.
    - e. The department shall confirm a candidate's proficiency in spoken English.
  7. The chair, after receiving and considering a written recommendation from the faculty of the department or the appointments committee and after insuring that all affirmative action procedures have been followed, recommends to the dean the name of one of the candidates and a possible salary range and includes the recommendation of the faculty or faculty appointments committee. If the dean approves the name, he or she assigns a salary within the budget previously assigned to the dean's office by the provost and vice president for academic affairs.
  8. The dean recommends to the provost and vice president for academic affairs on a prescribed form that a contract be written. Appended to this form is a copy of the

- recommendation of the faculty or of the appointments committee together with the recommendation of the chair.
- a. If the dean is requesting any special consideration, limitations, or exceptions to normal policy and procedure concerning this appointment, such recommendations should be transmitted to the provost and vice president for academic affairs at this time.
  - b. Any recommendation that credits toward the probationary period for tenure for prior academic experience be granted shall also accompany the request that a contract be written.
9. The provost and vice president for academic affairs or the vice provost consults with the university's equal opportunity/affirmative action director to insure that proper affirmative action procedures have been followed. If all requirements are met, the provost and vice president for academic affairs writes the contract and sends it to the candidate, together with a covering letter specifying any unusual conditions or exceptions concerning the appointment and any credit toward the probationary period for tenure being granted for prior academic experience.
  10. If the signed contract is received by the specified deadline, it becomes effective when approved by the Board of Visitors and the governor or his or her designate.
  11. If the initial appointment is to the rank of professor or associate professor and the department wishes to award tenure at the time of appointment, request for an initial appointment with tenure must be initiated by the chair, voted on by the departmental tenure committee, the college promotion and tenure committee, the university promotion and tenure committee and approved in writing by the dean, the provost and vice president for academic affairs, and the president. The review shall be based on the candidate's normal application materials and include a statement of research and teaching philosophy and letters of reference. Evidence of teaching and research excellence should be included. Normally, an initial appointment with tenure will be granted only to a faculty member who already has achieved a distinguished academic record and held a tenured position. This policy applies to both internal candidates (those employed at Old Dominion University in a different department or unit) and external candidates (those not employed at Old Dominion University).
- H. The following procedures are used for initial appointment of part-time faculty:
1. Adjunct instructors and adjunct assistant instructors - The chair recommends the appointment of an adjunct instructor and adjunct assistant instructor to the dean. If the dean approves the appointment, he or she reports the appointment to the provost and vice president for academic affairs on the prescribed form.
  2. Other part-time ranks (adjunct assistant professor, adjunct associate professor, adjunct professor, artist-in-residence, etc.) - The chair recommends the appointment to the dean after consultation with the faculty of the department. If the dean approves, he or she recommends the appointment to the provost and vice president for academic affairs on a prescribed form. The provost and vice president for academic affairs, if he or she approves the appointment, notifies the faculty member.
- I. Research Faculty:
1. Research faculty are normally supported in large part from non-Commonwealth funds or are expected to generate their own support from such funds.
  2. The department chair, sometimes at the request of a principal investigator in the department, recommends appointment of a full-time research faculty member to the dean. The dean recommends to the provost and vice president for academic affairs. The provost and vice president for academic affairs, consulting if appropriate with the vice president for research, makes the final decision concerning the appointment and, if the appointment is approved, notifies the faculty member.
- Adopted by the Board of Visitors  
June 12, 1980  
Revised November 19, 1987  
Revised April 12, 2002  
Revised September 9, 2005

1 Refer to the earlier section of this Handbook on Hiring Procedures for Instructional and Administrative Faculty for additional information.

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Committee members approved by unanimous vote the new policy on Advanced Placement and International Baccalaureate Credit. The policy is required by the State Council for Higher Education in Virginia. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

## **PROPOSAL FOR A NEW POLICY ON ADVANCED PLACEMENT AND INTERNATIONAL BACCALAUREATE CREDIT**

**RESOLVED**, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the new policy on Advanced Placement and International Baccalaureate Credit effective April 7, 2011.

**Rationale:** Old Dominion University is required to comply with the implementation of Code of Virginia § 23-9.2:3.8 (SB 209 in the 2010 General Assembly) in the awarding of course credit for International Baccalaureate(IB) and Advanced Placement (AP) courses. The State Council for Higher Education in Virginia (SCHEV) has requested that each institution outline conditions necessary to grant AP and IB credit, identify specific course credit, and align policies for granting IB credit comparable to AP credit. SCHEV requires attestation that the policy or policies have been approved by the governing board in satisfaction of the legislation.

### **ADVANCED PLACEMENT AND INTERNATIONAL BACCALAUREATE CREDIT**

Old Dominion University recognizes the rigor and challenge of the Advanced Placement (AP) and International Baccalaureate (IB) programs. Advanced standing credit is awarded to students who earn qualifying scores in AP and IB subject examinations. (See AP and IB equivalency charts, Office of Admissions website: admissions.odu.edu.) Most credits awarded for AP and IB courses satisfy individual course requirements in ODU's General Education curriculum.

Course credit will not be awarded until final and official examination scores are received. Students must request their official exam results be sent to Old Dominion University Office of Admissions.

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Committee members approved by unanimous vote the new policy on Sudden Withdrawal and Prolonged Absence due to Military Mobilization. The policy is required by the State Council for Higher Education in Virginia. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

## **PROPOSAL FOR A NEW POLICY ON SUDDEN WITHDRAWAL AND PROLONGED ABSENCE DUE TO MILITARY MOBILIZATION**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the new policy on Sudden Withdrawal and Prolonged Absence Due to Military Mobilization, effective April 7, 2011.

Rationale: Old Dominion University is required to comply with the implementation of Code of Virginia § 23-9.6:2 in ensuring the application of uniform criteria in providing for tuition relief and refunds and for reinstatement of students whose service in the uniformed services has required their sudden withdrawal or prolonged absence from their enrollment in Virginia institutions of higher education. The State Council for Higher Education in Virginia (SCHEV) has requested that each institution adopt a policy or policies regarding tuition relief, refunds and reinstatement for students in the uniformed services and requires attestation that the policy or policies have been approved by the governing board in satisfaction of the legislation.

### **SUDDEN WITHDRAWAL AND PROLONGED ABSENCE DUE TO MILITARY MOBILIZATION**

The following guidelines are provided for students whose service in the uniformed services has required their sudden withdrawal or prolonged absence from enrollment at Old Dominion University.

The following definitions are provided in connection with these guidelines:

“Service in the uniformed services” means service (whether voluntary or involuntary) on active duty in the Armed Forces, including such service by a member of the National Guard or Reserve, for a period of more than 30 days under call or order to active duty of more than 30 days.

“Tuition” means the actual price of education charged to a student for the term in which service in the uniformed services caused his or her sudden withdrawal or prolonged absence from enrollment at a Virginia institution of higher education.

“Reinstatement” means the readmittance and reenrollment of a student whose service in the uniformed services has caused his or her sudden withdrawal or prolonged absence from enrollment.

“Sudden withdrawal” means leaving an institution after a semester has begun or after the tuition and required fees for a term have already been billed to or paid by the student.

### **Policies and Procedures**

All active duty military students who are unable to complete course requirements due to change in employment duties, work schedule or deployment to a duty assignment may be administratively withdrawn from current semester courses. Students are required to furnish a copy of their military orders to the Office of the University Registrar. Upon receipt of the copy of military orders, the student will be withdrawn from all courses and refund of tuition will be processed following an audit of the student’s account and returned to the appropriate party. In addition, the University Registrar will notify the following offices so that additional refunds can

be processed as appropriate: Housing and Resident Life, University Card Center, Parking Services, and Old Dominion University Bookstore. Students who are deployed while actively attending the University should make an effort to notify the University Registrar as soon as possible so that records can be updated, providing a copy of military orders or verification of a new duty assignment.

University Housing and Dining Services – Upon notification by the University Registrar, the Executive Director of Office of Housing and Residence Life will authorize a refund based on prorated charges for the semester calculated on the days in residence. If the student is deployed prior to the start of the semester, but has made a formal commitment for University housing, the student will be released from the housing agreement without penalty and the deposit will be fully refunded.

Dining/Monarch Plus Card/Parking Services – Upon notification by the University Registrar, prorated refunds will be made for partially used meal plans. Funds remaining on the Monarch Plus card will be refunded to the student. Refund of payment for a parking decal will be prorated based on percentage of use.

Textbooks – Upon notification by the University Registrar, the Old Dominion University Bookstore will allow for full refunds/and or exchanges of textbooks for any student called to official active military duty as long as the book is in resaleable condition.

Deposits for Admission – Freshman students who are new applicants for admission to the University but who have not registered for classes may receive either a refund of the admission deposit or defer admission up to one year by submitting a request to the Office of Admissions.

Preview Fee -- Students who have paid but have not attended Preview will receive full refund of the fee.

Academic Credit – If the student has begun attending classes and sufficient time has passed in the semester, the incomplete grade policy may apply.

A grade of I indicates assigned work yet to be completed in a given course or absence from the final examination and is assigned only upon instructor approval of a student request. The I grade may be awarded only in exceptional circumstances beyond the student's control, such as illness, and only after 80% of the time allocated for the course has elapsed and substantial progress has been made toward completion of course requirements with the exception of courses that do not fit within the traditional semester calendar. In cases of exceptional circumstances beyond the student's control, it is the responsibility of the student to approach the instructor to request an I grade and to provide documentation, including a written statement of when the work will be completed, to support the request. The authority to award an I grade rests with the instructor whose decision is final. Students whose requests for I grades are approved must not re-register for the class until the I grade has been resolved. The I grade becomes an F if not removed through the last day of classes of the following term (excluding the exam period) according to the following schedule: I grades from the fall semester become F's if not removed by the last day of classes of the spring semester; I grades from the spring semester and the summer session become F's if not removed by the last day of classes of the fall semester. An I grade may be changed to a W only in very unusual circumstances and when the student's situation has changed since the I grade was awarded. In these cases, the request for a change to a W must be in writing,

documented, and approved by the instructor, department chair and dean. Students will not be allowed to graduate until all grades of I have been resolved.

In the case of courses that do not fit within the traditional semester calendar, the faculty member assigns the I grade. The time periods for the removal of I grades before they become grades of F are the same as those stated in the previous paragraph.

Extension of the I time limitation normally will not be approved except for reasons beyond the student's control and only if the supervising faculty member is available and willing to supervise the work beyond the normal time limit. Students should submit the request to the instructor, who should submit approval, via the chair, to the University Registrar in order to retain the I. The approval from the instructor should designate the expiration date of the extension.

If the student is unable to complete the incomplete grade because of prolonged deployment the student should provide justification and documentation directly to the course instructor. At the instructor's discretion, the course instructor can authorize the University Registrar to administratively withdraw the student using this policy. The student will be withdrawn from the course, a grade W will be posted to the academic record and refund of tuition to the appropriate party will be processed. If the instructor is no longer employed at the University, the student should consult the department chair. In the event of a disagreement about a grade, the normal grade appeal process described in the University Catalogs will apply.

Students who are administratively withdrawn from the University under this policy are strongly encouraged to maintain contact with the University through the Office of the Dean of Students.

Reinstatement – As soon as plans are made, returning students should contact the Office of Admissions to verify their student status and to reactivate their record, if necessary, prior to re-enrolling in classes. Students who leave the University in good standing remain eligible to re-enroll. A student who has left the University for more than a year must complete a reactivation/readmission form available on the Office of Admissions web site. If the separation from the University was longer than five years, the applicant will need to resubmit all official transcripts and necessary credentials. There are no additional fees if the student has previously paid the admission fee.

Students who return following a prolonged absence due to military deployment should be aware of the time limits for Catalog election.

Undergraduate Return to Program – It is presumed the undergraduate student will remain eligible to return to the same program of study. The student should contact the chief departmental advisor for the major if returning to the same program of study. The content of some programs may require that the student repeat previously passed courses to maintain currency in the field.

If the program of study is no longer available for any reason, the student should seek the assistance of the academic advising unit in the University College and access the degree evaluation system, available online as DegreeWorks, to determine a suitable alternative major.

Undergraduate Time Limits -- Undergraduate students may choose to graduate under the Catalog in effect at the time of their first enrollment (part-time or full-time) or any subsequent Catalog provided that the students graduate within six years from the date of the first enrollment.

Students who have prolonged deployment may be required to elect a more recent Catalog or the Catalog in effect at the term of re-enrollment at the University. Returning students should consult their academic advisors to verify the correct Catalog for graduation purposes. Students should refer to their “general student record” in LEO Online to verify the Catalog selected at the date of first enrollment. The Catalog “year” begins with the fall semester each year.

In all cases, students must have been duly admitted to the University and an academic program of study and meet all of the requirements for graduation in one Catalog. Students may not “tailor make” their own degree requirements by selecting partial requirements from more than one Catalog.

Graduate Return to Program – It is presumed the graduate student will remain eligible to return to the same program of study. The student should contact the graduate program director prior to resuming studies. If the program of study is no longer available for any reason, the student should consult the graduate program director or the college dean for alternatives.

Graduate Time Limits – All requirements for a doctoral degree must be completed within eight calendar years from the date of beginning the initial course following admission to the doctoral program. Exceptions to these time limits must be approved by the graduate program director and the college dean. Academic credits older than eight years at the time of graduation must be validated by an examination before the work can be applied to a doctoral degree. See the “Policy on Validation of Out-of-Date Graduate Credit.” Students whose graduate study is interrupted for military service will be granted an extension of time for the period of their military service, not to exceed five years.

Validation of Out of Date Graduate Credit – Academic credit granted outside the time limit established for graduate degrees (six years for master’s and education specialist degrees and eight years for doctoral degrees) must be validated by an examination. To be validated, the work must have been completed at Old Dominion University or be acceptable as transfer credit in lieu of an Old Dominion University course.

The following procedure shall be used to validate out-of-date work. The student must receive the permission of his or her graduate program director and the chair of the department/school or dean of the college in which the course is offered to validate the course credit. The form for validation of out-of-date credit shall be used to record all transactions and submitted to the University Registrar’s Office upon completion of validation of work. The graduate program director, department/school chair or dean shall make appropriate referrals to faculty member(s) (an individual or a committee) teaching the course to request that an examination be prepared and evaluated. Before the examination, the faculty member(s) shall inform the student of the area of knowledge or course content on which he or she is to be examined. After the examination has been completed, the validation form shall be filled out, signed by the examining faculty member(s), and forwarded to the dean of the academic college offering the graduate degree program for approval. Copies of the completed form shall be sent to the student, the graduate program director, and the University Registrar. Validation for any given course normally can be sought only once.

The Office of the University Registrar will maintain records of administrative withdrawals completed under this policy.

Committee members approved by unanimous vote the request to rename University College to Academic Enhancement, with a corresponding title change. The requested name better reflects the goal of supporting student achievement in academic programs as well as the unit's focus on enhancing the academic experiences of all undergraduate students. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

#### **APPROVAL TO RENAME UNIVERSITY COLLEGE TO ACADEMIC ENHANCEMENT WITH CORRESPONDING TITLE CHANGE**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves renaming University College to Academic Enhancement with a corresponding title change effective April 7, 2011.

Rationale: The requested name better reflects the goal of supporting student achievement in academic programs as well as the unit's focus on enhancing the academic experiences of all undergraduate students—from those identified as “at risk students” to those highly successful undergraduates involved in undergraduate research and those who would be competitive for prestigious scholarships. Located in the Student Success Center, Academic Enhancement will soon be the home for Academic Skills, Trio Programs, and Advising and Transfer Services.

The requested change of name will reflect all functions and services provided by the unit—foregrounding the fundamental connection between academic excellence and student success. The goal of the unit is to facilitate results-oriented cooperation between Academic Affairs (particularly the individual academic colleges) and the new division of Student Engagement and Enrollment Services.

In concert with the renaming and restructuring of the office, a title change is requested for one position.

The Dean of University College will be changed to Dean of Academic Enhancement.

There are no salary increases requested for this position at this time.

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Committee members received information on a request for leave of absence without compensation. In the report from the Provost, Carol Simpson provided an update on the SACS reaccreditation and Andy Casiello, Associate Vice President for Distance Learning, presented an update on activities in Distance Learning.

In the report from the Vice President for Research, Mohammad Karim reported that the University's animal program has been accredited through January 2015 and announced several new grants submitted and received by faculty

## **ADMINISTRATION AND FINANCE COMMITTEE**

The Rector called on Mr. Hall for the report of the Administration and Finance Committee. Mr. Hall reported that the Committee met in joint session with the Academic and Research Advancement Committee to hear a briefing from Vice President Fenning on the proposed tuition and fees for FY2011-12. Mr. Fenning reviewed the guiding principles in developing the proposed tuition and fees, especially the University's efforts to continue implementation of the approved 4-Year Financial Plan. He shared information relative to the implications of the recently approved FY2011-2012 State Appropriations, the loss of stimulus funds for next year, and the adjustments necessary to carry forward the 4-Year Financial Plan strategy.

At the conclusion of the joint session, the Administration and Finance Committee reconvened and voted unanimously to adopt the Administration's recommendations for FY2011-2012 Tuition and Fees. The following resolution was brought forth as a recommendation of the Administration and Finance Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

## **COMPREHENSIVE FEE RESOLUTION 2011-2012**

RESOLVED, that upon the recommendation of the President, the Board of Visitors approves the following comprehensive tuition cost per credit hour for the 2011-2012 academic year beginning with the Summer 2011 semester and thereafter until otherwise adjusted by the Board of Visitors. Under unusual circumstances, the President may establish tuition rates different from these approved rates. The President must notify the Board of such changes at its next meeting.

(CONTINUES ON FOLLOWING PAGE)

## Comprehensive Fee Per Credit Hour for the 2011-2012 Academic Year

	IN-STATE		OUT-OF-STATE	
	<u>TUITION AND FEES</u>		<u>TUITION AND FEES</u>	
	<u>FROM</u>	<u>TO</u>	<u>FROM</u>	<u>TO</u>
<b><u>REGULAR SESSION (1)</u></b>				
Undergraduate (Per Cr Hr)	\$249	\$263	\$697	\$741
Graduate (Per Cr Hr)	\$358	\$379	\$903	\$961
Teaching Assistant	\$358	\$379	\$358	\$379
Research Assistant	\$358	\$379	\$358	\$379
<b><u>SUMMER SESSION (1) (Summer 2010)</u></b>				
Undergraduate (Per Cr Hr)	\$249	\$263	\$697	\$741
Graduate (Per Cr Hr)	\$358	\$379	\$903	\$961
Teaching Assistant	\$358	\$379	\$358	\$379
Research Assistant	\$358	\$379	\$358	\$379
<b><u>Higher Education Centers &amp; Off-Campus Offerings Within Hampton Roads</u></b>				
Undergraduate (Per Cr Hr)	\$249	\$263	\$697	\$741
Graduate (Per Cr Hr)	\$358	\$379	\$903	\$961
<b><u>TELETECHNET &amp; Off-Campus Courses Outside Hampton Roads</u></b>				
Undergraduate (Per Cr Hr)	\$249	\$263	\$697	\$741
Graduate (Per Cr Hr)	\$358	\$379	\$903	\$961
<b><u>TELETECHNET USA (Distance Learning Students Living Outside Virginia):</u></b>				
Undergraduate (Per Cr Hr)	\$249	\$263	\$249	\$263
Graduate (Per Cr Hr)	\$358	\$379	\$358	\$379

(1) A graduate teaching or research assistant who has completed a master's degree or its equivalent and is admitted as a matriculated student into a doctoral program and enrolls for and completes a minimum of 6 hours of graduate credit per semester or 3 hours in the summer may be granted a waiver of full tuition and fees.

NOTE: The comprehensive fee includes a student activity fee of \$95.20 per credit hour for Norfolk campus courses, \$55.90 per credit hour for Higher Education Centers, TELETECHNET and off-campus courses. The asynchronous nursing program tuition rate will remain at \$270 per credit hour.

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The Committee reviewed a proposed revision to Board of Visitors Policy 1630, Statement of Responsibility Regarding University Investments. This minor revision changes the number of representatives of the Board of Visitors on the Educational Foundation Investment Committee from two to one in order to reflect the Board's actual

practice over the last several years. The following resolution was brought forth as a recommendation of the Administration and Finance Committee and was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

## **REVISIONS TO BOARD OF VISITORS POLICY 1630 – STATEMENT OF RESPONSIBILITY REGARDING UNIVERSITY INVESTMENTS**

RESOLVED, that upon the recommendation of the Administration and Finance Committee, the Board of Visitors approves the noted revisions to Policy 1630, Statement of Responsibility Regarding University Investments, effective April 7, 2011.

**NUMBER:** 1630

**TITLE:** Statement of Responsibility Regarding University Investments

**APPROVED:** December 9, 1983; Revised December 14, 2001; **Revised April 7, 2011**

- A. The Administration and Finance Committee and the vice president accountable for investments shall have the obligation to
  - 1. Establish investment goals, objectives and policies;
  - 2. Communicate the above goals and policies and an understanding thereof to the external managers;
  - 3. Assure that the university's investment policies are executed in a manner consistent with its goals;
  - 4. Monitor the comparative investment performance of the external managers:
    - a. Relative to each other,
    - b. Relative to other managers with similar investment philosophies, and
    - c. Relative to the performance of the Old Dominion University assets being managed within the universe of assets invested by each manager; and
  - 5. Report to the Board of Visitors on a quarterly basis on the state of endowments.
- B. By action of the Administration and Finance Committee on August 27, 1987, management of the University endowment funds was transferred to the Investment Committee of the Educational Foundation. The Investment Committee shall have the following responsibilities:

1. Allocate existing and newly received endowment assets among the external managers, or to other types of investments as appropriate. Such allocations shall be based on factors such as the desired debt-equity ratio and the performance of each external manager in both its peer group and its past and prospective contribution to Old Dominion University's investment results.
  2. Review, approve, add, delete, and change all external investment managers;
  3. Within the investment policies of the committee and after consulting with knowledgeable investment managers, adjust the investment asset mix for those funds allocated to external managers who do not adjust the investment asset mix. Such changes shall be reported to the Administration and Finance Committee at its next regular meeting.
- C. On an annual basis at the September meeting of the Board of Visitors, the Rector, in consultation with the Chair of the Administration and Finance, shall appoint one two member-of the Board of Visitors as a voting member of the Investment Committee.

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Vice President Fenning briefed the Committee on the current land assembly process in Phases B & E of the University Village, recent safety-related improvements to the campus, and the planning and reporting implications of the recently passed Higher Education Opportunity (Top Jobs) Act.

Deb Swiecinski, Associate Vice President for Administration and Finance, and Rusty Waterfield, Assistant Vice President for Computing and Communication Services, updated the Committee on the SunGard Enterprise Architecture (EA) Business Process Review and Improvement initiative. They reported on findings from the report on the Enterprise Architecture, business process prioritization workshop, and the Office of Finance business process modeling effort, and noted upcoming process improvement steps that will begin in several weeks.

The Committee then received the standing reports on the Capital Outlay Projects Status Report and the Investment Report, as well as a brief review of the Committee's initial Dashboard report.

### **INSTITUTIONAL ADVANCEMENT COMMITTEE**

The Rector called on Ms. Forehand for the report of the Institutional Advancement Committee. Ms. Forehand reported that John Whitelaw, project manager and Old Dominion University civil and environmental engineering student, and Ms. Noel Harrison, public relations manager and Hampton University architecture student, gave an update on the upcoming international Solar Decathlon.

Vice President Alonzo Brandon presented and discussed dashboard items measuring productivity in the area of University Advancement.

Jonas Porter, Director of Information Systems, demonstrated the software systems utilized to support the needs of University Advancement.

Jennifer Mullen, Assistant Vice President for Marketing and Communications, discussed the summer school marketing plan and showed committee members the various advertisements used in print, online and on television.

Karen Travis, Assistant Vice President for Community Engagement, introduced Mike Schneider, a senior at Old Dominion University, who is leading a community service project in support of children and families dealing with pediatric cancer.

### **STUDENT ADVANCEMENT COMMITTEE**

The Rector called on Mr. Jacobson for the report of the Student Advancement Committee. Mr. Jacobson reported that President Broderick introduced Dr. Ellen Neufeldt, the new Vice President for Student Engagement & Enrollment Services.

Don Stansberry, Interim Dean of Students, reported on activities in the Division of Student Affairs. Jennifer Green presented the University's preliminary 2012-2017 enrollment projections for new students. Athletic Director Wood Selig provided statistical updates and highlights and a compliance report was presented by Sandra Niedergall, Assistant Athletic Director for Compliance, Student-Athlete Welfare.

Krista Harrell-Blair, student representative to the Board, recommended exploring the appointment of both undergraduate and graduate student representatives to the Board of Visitors. Chris D'Ambra and Kevin Muchiri also presented to the Committee.

The Committee interviewed three candidates for the 2010-2011 student representative to the Board of Visitors. The following resolution, which was brought forth as a recommendation of the Student Advancement Committee, was approved unanimously by all members present and voting. (*Ainslie, Batten, Brown, Forehand, Hall, Hillier, Jacobson, Kornblau, Treherne, Whyte*)

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

RESOLVED, that in accordance with the Board of Visitors policy, and upon the recommendation of the Student Advancement Committee, the Board of Visitors approves the appointment of Gregory Walsh as the student representative to the Board, whose normal term shall expire May 5, 2012

BE IT FURTHER RESOLVED, that in accordance with the Board of Visitors policy, and upon the recommendation of the Student Advancement Committee, the Board of Visitors approves the appointment of Luis Ferreira as the alternate student representative to the Board of Visitors and Fredelito Tugas will be appointed as Chair to the Dean of Students Leadership Council.

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Mr. Jacobson and Rector Bernd commended Ms. Harrell-Blair for her service as student representative to the Board.

**OLD/UNFINISHED BUSINESS**

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

**NEW BUSINESS**

The Vice Rector noted that the Board calendar for 2011-2012 was distributed to each member.

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