

APPROVED BY COMMITTEE – 12/09/2021

**OLD DOMINION UNIVERSITY
BOARD OF VISITORS
ADMINISTRATION AND FINANCE COMMITTEE
September 14, 2021
MINUTES**

The Administration and Finance Committee of the Board of Visitors of Old Dominion University met at 1:00 p.m. on Tuesday, September 14, 2021. The meeting was held in Committee Room B in the Broderick Dining Commons on the Norfolk campus. Present from the Committee were:

Larry R. Hill, Chair
Yvonne T. Allmond
Robert A. Broermann
Peter G. Decker, III
Armistead D. Williams
Steve Hsiung (*Faculty Representative*)
Omotomilola Jegede (*Student Representative*)

Also present from the Board: Toykea S. Jones

Also present:

Brian O. Hemphill	Harry Minimum
Leigh Comsudis	Dave Robichaud
Mary Deneen	September Sanderlin
Greg DuBois	Ashley Schumaker
Annie Gibson	Don Stansberry
Todd Johnson	Rusty Waterfield
Rich Le Moal	JaRenae Whitehead
Donna Meeks	

The Chair called the meeting to order at 1:01 p.m.

I. ACTION ITEMS

- A. Approval of Minutes** – Mr. Decker moved to approve the minutes of the June 16, 2021, meeting. Dr. Williams seconded the motion, and the minutes were unanimously approved by all members present and voting (*Allmond, Broermann, Decker, Williams*).

II. PRESENTATIONS

- A. **Debt Management Annual Report** – Ms. Mary Deneen, Assistant Vice President for Finance/University Controller, briefed the Committee on the University’s Annual Debt Report. The debt associated with FY2021 represents a Debt Burden Ratio of 4.9%, and for FY2022 3.48%. This ratio is the annual debt service to total operating expenses. These ratios remain in compliance with the Board’s Debt Management Policy.

President Hemphill asked if the University took advantage of the debt relief from the State? Ms. Deneen responded that the University did take advantage of the Commonwealth’s 9(c), and 9(d) debt relief programs for a number of those bonds in FY2021, deferred payment of principal for two years and extended out the debt schedule by two years. In addition, there was a large refunding of the majority of our bonds to take advantage of significant interest rate savings.

- B. **Vice President’s Report** – Vice President DuBois’ report highlighted the Fall Semester opening. Vice President DuBois introduced Mr. Todd Johnson, Assistant Vice President for Auxiliary Business Services, and added that Mr. Johnson will be the Interim Vice President for Administration and Finance when Vice President DuBois departs. Mr. Johnson presented the first week of classes comparisons of FY2019 and FY2020. The Monarch Bookstore showed an 11.8% increase, and Parking Permits increased by 127.8% over last year. Safe Ride and the Shuttle Bus show an increase of 19% over last year, with an 182.9% increase in the Total Visitor Count over last year. Monarch Dining has a 30% increase in the total number of Meal Plans over the previous year.

Mr. Hill asked if the Safe Rides do a continuous loop on campus? Mr. Johnson responded yes and noted that they begin at sundown. Vice President DuBois added that students may also request to be escorted around campus in the evening for safety.

Ms. Allmond asked if students must have a Meal Plan in order to eat on campus? Mr. Johnson responded they do not and, and Vice President DuBois added that there is a cost savings with the meal plans.

Mr. Rich Le Moal, Senior Director of Facilities Operations, presented the facility support efforts. Mr. Hill asked if the Residence Halls provide janitorial services for common areas? Mr. Le Moal responded they do, but do not go into individual rooms unless there is a problem.

Dr. Hsiung said a contact phone number should be put in faculty areas indicating who to call when items need to be replenished. Vice President DuBois responded that yes, that can be done.

Mr. Hill asked if a student tests positive, are they moved from the residence halls? Mr. Le Moal responded that someone from Environmental Health and Safety contacts them and they will be moved to a quarantine building.

Mr. Rusty Waterfield, Associate Vice President for Information Technology and CIO, then briefed the Committee on notable summer ITS projects focused on automation, user experience and student success. Since August 1st, ITS resolved 84% of the total 7,464 service requests within a 3-day service level.

Dr. Williams asked about IT privacy on campus. Mr. Waterfield responded and provided information on the Student360 platform and said it is already available from different systems to the primary users. The Student360 platform aggregates the data into a single view for faculty, coaches, and advisors. ITS utilizes privacy principles of (1) data governance, where data owners approve access, (2) limited use and sharing for only those who need access to the data, (3) accuracy of the data, and (4) integrity and confidentiality.

- C. **Succession Planning** – Ms. September Sanderlin, Vice President for Human Resources, and Ms. JaRenae Whitehead, Assistant Vice President for Human Resources, presented an update on the University Succession Planning. The update was in accordance with a Policy of the Commonwealth Regarding Workforce Planning, which states that each agency and institution of higher education will engage in succession planning and provide annual reports to their respective boards and to the State. The Succession Planning report for 2021 focused on the Department of Human Resources and the Office of Institutional Equity and Diversity.

Board member Ms. Toykea Jones joined the meeting to discuss renaming Elkhorn Avenue to Broderick Way in recognition of the outstanding work John and Kate Broderick have done for the University during their tenure. Ms. Jones made a motion to change Elkhorn Avenue to Broderick Way, Mr. Broermann seconded the motion. The motion was unanimously approved by all members present and voting. (*Allmond, Broermann, Decker, Williams, Jones*).

III. STANDING REPORTS

- A. **Public Safety Update** – Ms. Rhonda Harris, Assistant Vice President for Public Safety and Police Chief, updated the Committee on the quarterly crime statistics for the University's defined Clery reporting area. Chief Harris then discussed a new public safety awareness campaign, which is called *Start by Believing*. This campaign is designed to improve the campus-wide response to and support of students who have been sexually assaulted, enhance training for police officers, better meet Clery policy compliance related to supporting victims of sexual assault, and to improve the formal reporting of crimes of sexual violence to the Police Department.
- B. **Capital Outlay Projects Status Report** – Mr. Robichaud, Director of Design and Construction, presented the updates on the Capital Outlay projects and noted that the new Biology Building will be the largest building, so far, on campus and will cost \$128 million to build. Mr. Hill asked how many floors the building will have, and Mr.

Robichaud responded that it is set for five (5) floors, but there is a chance it might need to go taller.

- C. **Investment Report** – Ms. Maggie Libby, Associate Vice President for Advancement- Foundations, presented an update on the Educational Foundation investments.

Mr. Hill noted that today will be Vice President DuBois' last day of Board meetings at Old Dominion. He said he has enjoyed working with Greg and appreciates all that he has done for the University. Vice President DuBois responded that he works with a wonderful team and leaving ODU was a difficult decision. He has enjoyed his time at Old Dominion University, which is the highlight of his career, and has appreciated the support of the Board of Visitors during his years here.

There being no further business, the meeting was adjourned at 2:28 p.m.