

TO: Members of the Academic and Research Advancement Committee
of the Board of Visitors

Toykea S. Jones, Chair
Kay A. Kemper, Vice Chair
R. Bruce Bradley (ex-officio)
P. Murry Pitts (ex-officio)
Robert A. Broermann
Brian K. Holland
E.G. (Rudy) Middleton, III
Armistead D. Williams, Jr.
Nina W. Brown (*Faculty Representative*)

FROM: Augustine O. Agho
Provost

Morris Foster
Vice President for Research

DATE: April 13, 2023

The purpose of this memorandum is to provide you with background information for our meeting on Thursday, April 20, 2023. The meeting will be held in the Board Room of the Kate and John R. Broderick Dining Commons from 1:00-2:30 p.m.

I. Approval of Minutes of the December 8, 2022, Meeting

The minutes of the December 8, 2022, meeting will be presented for approval as previously distributed.

II. Motion to go into Closed Session

III. Closed Session

The members of the Academic and Research Advancement Committee will receive information related to the items to be discussed in closed session.

IV. Reconvene in Open Session

V. FOIA Certification Motion and Roll-Call Vote on Motion

VI. Motion and Vote on Closed Session Resolutions

VII. Consent Agenda

Included in the consent agenda materials are resolutions recommending 44 faculty appointments, 41 administrative appointments, and 10 emeritus/emerita appointments.

VIII. Motion and Vote on Consent Agenda Resolutions

IX. Regular Agenda

Included in the regular agenda materials are proposed revisions to the Board of Visitors policies on Promotion in Rank, Emeritus/Emerita Appointments, and Dismissal of Faculty From Employment Due to Financial Exigency or Discontinuance of a Program of Study or a Department of Instruction.

X. Motion and Vote on Regular Agenda Items

XI. Information Items

The report from the Vice President for Research will include a presentation on Innovation and Commercialization from Dr. Kevin Leslie, Associate Vice President for Innovation and Commercialization.

The report from the Provost will include a presentation on Student Supports provided by the Darden College of Education and Professional Studies. The presentation will be delivered by Dr. Tammi Dice, Dean of the College.

C: President Brian O. Hemphill
Ashley Schumaker
Morris Foster
Donna Meeks

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
ACADEMIC AND RESEARCH ADVANCEMENT COMMITTEE
APRIL 20, 2023
AGENDA

- I. CALL TO ORDER
- II. APPROVAL OF THE MINUTES OF DECEMBER 8, 2022
- III. MOTION TO GO INTO CLOSED SESSION
- IV. CLOSED SESSION AGENDA
- V. RECONVENE IN OPEN SESSION
- VI. FOIA CERTIFICATION MOTION AND ROLL-CALL VOTE ON MOTION
- VII. MOTION AND VOTE ON CLOSED SESSION RESOLUTIONS
- VIII. CONSENT AGENDA
 - A. Faculty Appointments
 - B. Administrative Appointments
 - C. Emeritus/Emerita Appointments
- IX. MOTION AND VOTE ON CONSENT AGENDA RESOLUTIONS
- X. REGULAR AGENDA
 - A. Proposed Revisions to Board of Visitors Policy on Promotion in Rank
 - B. Proposed Revisions to Board of Visitors Policy on Emeritus/Emerita Appointments
 - C. Proposed Revisions to Board of Visitors Policy on Dismissal of Faculty From Employment Due to Financial Exigency or Discontinuance of a Program of Study or a Department of Instruction
- XI. MOTION AND VOTE ON REGULAR AGENDA ITEMS
- XII. INFORMATION ITEMS
 - A. Report from the Vice President for Research: Presentation on Innovation and Commercialization, Dr. Kevin Leslie, Associate Vice President for Innovation and Commercialization
 - B. Report from the Provost: Presentation on the Darden College of Education and Professional Studies, Dr. Tammi Dice, Dean

April 20, 2023

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. Jane E. Alberdeston Assistant Professor, Department of English (Tenure Track)	\$66,000	7/25/23	10 mos

Dr. Alberdeston received a Ph.D. and an M.A. in English/Creative Writing from Binghamton University and a B.A. in Liberal Arts from Vermont College. Previously she was a Visiting Lecturer at Binghamton University (SUNY) and an Associate Professor in the Department of English at the University of Puerto Rico, Arecibo.

Dr. Rinyka B. Allison Lecturer, Department of Communication Disorders and Special Education	\$65,000	7/25/23	10 mos
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Dr. Allison received a Ph.D. in Special Education from Walden University, an M.A. in Special Education from the University of Phoenix and a B.S. in Social Work from Austin Peay State University. Previously she was Senior Core Faculty in Innovation and Technological Teaching at Capella University. (new position)

Dr. Michelle Lee Arnold Lecturer, Department of Teaching and Learning	\$57,000	7/25/23	10 mos
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Dr. Arnold received a Ph.D. in Curriculum and Instruction and an M.S.Ed. from Old Dominion University and a B.A. in Sociology and Elementary Education, PreK-6 Certification from the College of William and Mary. Previously she was an Advisor and Adjunct Assistant Professor in the Darden College of Education and Professional Studies at Old Dominion University.

Ms. La-Neka S. Brown Instructor, Department of Teaching and Learning	\$82,000	1/10/23	12 mos
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Ms. Brown received a Post-Master Certificate in Educational Leadership, a Masters of Teaching in Early Childhood Education, and a B.S. in Psychology from Virginia Commonwealth University, and a Masters of Education in Curriculum and Instruction-Reading Education from the University of Virginia. Previously she was a Title I Program Specialist for Norfolk Public Schools and a Mentor and Professional Development Facilitator at Virginia Commonwealth University. (Designated as Director, Teacher-in-Residence)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Steffon R. K. Campbell Lecturer, Department of Communication and Theatre Arts	\$52,000	7/25/23	10 mos

Dr. Campbell received a Ph.D. in Social Policy, an M.A. in Communication Studies and a B.A. in Media and Communication from the University of the West Indies, Mona. Previously he was a Lecturer in the Caribbean School of Media and Communication at the University of the West Indies, Mona.

Ms. Marianne L. Chan Assistant Professor, Department of English (Tenure Track)	\$67,000	7/25/23	10 mos
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Ms. Chan received an M.F.A. in Creative Writing from the University of Nevada, Las Vegas, a B.A. in English from Michigan State University and is expected to receive a Ph.D. in English Literature and Creative Writing from the University of Cincinnati. Previously she was an Instructor at the University of Cincinnati. (Appointment is contingent upon completion of Ph.D. by July 2023)

Ms. Kayla J. Culbertson Lecturer, Department of Biological Sciences	\$55,000	7/25/23	10 mos
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Ms. Culbertson received a B.S. and an M.S. in Biology from Old Dominion University. Previously she was a Lecturer in the Department of Biological Sciences at Old Dominion University and an Adjunct Instructor at Tidewater Community College.

Dr. Danielle M. Edwards Assistant Professor, Department of Educational Foundations and Leadership (Tenure Track)	\$75,000	7/25/23	10 mos
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Dr. Edwards received a Ph.D. in Education Policy from Michigan State University and a B.S. in Economics and a B.A. in History from Stetson University. Previously she was a Postdoctoral Research Associate in the Annenberg Institute for School Reform at Brown University.

Dr. Venicia A. Ferrell Research Assistant Professor, Center for Educational Partnerships	\$104,225	3/10/23	12 mos
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Dr. Ferrell received a Ph.D. in Educational Leadership from Old Dominion University and a Masters in Teaching Biology and a Bachelors of Science in Marine and Environmental Science from Hampton University. Previously she was a Research Associate at the Center for Educational Partnerships at Old Dominion University.

Ms. Jamie D. Hartsfield Lecturer, Department of Counseling and Human Services	\$60,000	7/25/23	10 mos
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Ms. Hartsfield received an M.Ed. in Marriage and Family Counseling from the College of William and Mary and a B.A. in Psychology from Texas A&M University. Previously she was a Lecturer in the Department of Counseling and Human Services at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Janice E. Hawkins Assistant Professor, School of Nursing (Tenure Track)	\$102,500	7/25/23	10 mos

Dr. Hawkins received a Certificate in Adult Gerontology Clinical Nurse Specialist from Old Dominion University, a Ph.D. in Nursing Education from Nova Southeastern University, an M.S.N. in Adult Health Clinical Nurse Specialist from the Medical University of South Carolina, and a B.S.N. in Nursing from the University of South Carolina. Previously she was a Clinical Associate Professor in the School of Nursing at Old Dominion University.

Mr. Eaven Holder Assistant Professor, Department of Sociology and Criminal Justice (Tenure Track)	\$70,000	7/25/23	10 mos
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Mr. Holder received an M.A. in Criminal Justice and Criminology from East Tennessee State University, a B.S. in Political Science from the University of Tennessee at Chattanooga and is expected to receive a Ph.D. in Criminology, Law, and Society from the University of Florida. Previously he was a Graduate Instructor in the Department of Sociology and Criminology & Law at the University of Florida. (Rank is contingent upon successful completion of Ph.D. requirements by August 2023).

Ms. Kathryn M. Hughes Lecturer, Department of Counseling and Human Services	\$60,000	7/25/23	10 mos
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Ms. Hughes received a Master of Social Work from Virginia Commonwealth University and a B.A. in Spanish from George Mason University. Previously she was Bachelor of Social Work Core Faculty at Pacific Oaks College.

Dr. John J. Johnson Research Associate Professor, Virginia Modeling, Analysis & Simulation Center	\$160,000	3/10/23	12 mos
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Dr. Johnson received a Ph.D. in Systems Engineering and Engineering Management from Old Dominion University, a Master of Science in Systems Engineering from Virginia Tech, a Master of Science in Industrial Engineering and an M.B.A. from the University of Miami, and a Bachelor of Science in Electrical Engineering from Tuskegee University. Previously he was a Program Manager and Senior Analyst at Systems Thinking & Solutions, Inc. and an Adjunct Professor at the University of Maryland Baltimore County.

Dr. Lisa Rose Johnson Lecturer, Department of Communication Disorders and Special Education	\$65,000	7/25/23	10 mos
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Dr. Johnson received a Doctor of Education from Arcadia University, an M.A. in Educational Psychology and an M.Ed. from Louisiana Tech University and a B.A. in Speech-Language Pathology from Loyola College. Previously she was a Lecturer in the College of Education at the University of Alabama-Huntsville.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Anju Joshi Post-Doctoral Research Associate, Center for Bioelectronics	\$45,000	5/10/23	12 mos

Dr. Joshi received a Ph.D. in Chemical Sciences from the Indian Institute of Technology Ropar and a Masters and Bachelors in Technology (Nanotechnology) from the Centre for Converging Technologies, University of Rajasthan, India. Previously she was a Post-Doctoral Fellow at the Indian Institute of Sciences, Bangalore.

Dr. Jinhee Kim Assistant Professor, Department of STEM Education and Professional Studies (Tenure Track)	\$68,000	7/25/23	10 mos
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Dr. Kim received a Ph.D. in Education from Seoul National University, an M.A. in International Education and Development from the University of Sussex, UK, an M.A. in Education from California State University and an N.D. in Management from the University of Johannesburg, South Africa. Previously she was an Assistant Professor in the Learning Institute for Future Excellence, School of Future Education at Xi'an Jiatong-Liverpool University.

Ms. Ashwini Kulkarni Assistant Professor, School of Rehabilitation Sciences (Tenure Track)	\$86,000	7/25/23	10 mos
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Ms. Kulkarni received an M.S. in Kinesiology from Texas A&M University-Corpus Christi, a Bachelor of Physiotherapy from Maharashtra University of Health Sciences, India and is expected to receive a Ph.D. in Biomechanics and Gerontology from Purdue University. Previously she was a Graduate Teaching Assistant and Graduate Research Assistant in the Department of Health and Kinesiology at Purdue University. (Appointment is contingent upon completion of Ph.D. by July 2023)

Ms. Ling (Ally) Ling Lecturer, Department of Human Movement Sciences	\$65,000	7/25/23	10 mos
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Ms. Ling received a Master of Science in Hospitality Business Management and is expected to receive a Ph.D. in Hospitality Business Analytics from the University of Delaware, and a College Diploma in Tourism Management from Chongqing Technology and Business University, China. Previously she was an Instructor at the University of Delaware.

Dr. Neda Moghim Visiting Research Assistant Professor, Coastal Virginia Center for Cyber Innovation	\$80,000	7/25/23	10 mos
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Dr. Moghim received a Ph.D. in Telecommunication Engineering from Amirkabir University of Technology and an MSc. in Telecommunication Engineering and a BSc. in Electronic Engineering from Isfahan University of Technology. Previously she was a Research Scientist in the Virginia Modeling, Analysis, and Simulation Center at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Lisa L. Morin Lecturer, Department of Communication Disorders and Special Education	\$66,150	7/25/23	10 mos

Dr. Morin received a Ph.D. and an M.S.Ed. in Special Education and a B.S. in Interdisciplinary Studies with a major in Early Childhood Education and Special Education from Old Dominion University. Previously she was a Lecturer in the Department of Communication Disorders and Special Education at Old Dominion University. (Designated as Undergraduate Program Director, Special Education)

Dr. Md Shirajum Munir Research Assistant Professor, Coastal Virginia Center for Cyber Innovation	\$80,000	7/25/23	10 mos
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Dr. Munir received a Ph.D. in Computer Engineering from Kyung Hee University and a BSc. in Computer Science and Engineering from Khulna University. Previously he was a Post-Doctoral Research Associate in the Virginia Modeling, Analysis, and Simulation Center at Old Dominion University.

Mr. Justin A. Pepe Assistant Professor, Department of Management (Tenure Track)	\$140,000	7/25/23	10 mos
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Mr. Pepe received an M.B.A. in Business Administration and is expected to receive a Ph.D. in Business Administration from Florida State University, and a B.A. in Philosophy from Georgia State University. Previously he was a Graduate Research Assistant and Instructor of Record in the Department of Management at Florida State University. (Appointment is contingent upon completion of Ph.D. by July 2023)

Dr. Danika L. Pfeiffer Assistant Professor, Department of Communication Disorders and Special Education (Tenure Track)	\$80,000	7/25/23	10 mos
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Dr. Pfeiffer received a Ph.D. in Communication Sciences and Disorders and an M.S. in Speech-Language Pathology from James Madison University and a Bachelor of Education from the University of Virginia. Previously she was an Assistant Professor in the Department of Speech-Language Pathology and Audiology at Towson University and a Postdoctoral Fellow in the Department of Psychiatry and Behavioral Sciences at the Johns Hopkins University School of Medicine.

Mr. Taseef Rahman Lecturer, Department of Computer Science	\$65,000	7/25/23	10 mos
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Mr. Rahman received an M.S. in Computer Science and is expected to receive a Ph.D. in Computer Science from George Mason University, and a Bachelor of Electrical and Electronic Engineering from Islamic University of Technology, Bangladesh. Previously he was a Graduate Research Assistant and Teaching Assistant in the Department of Computer Science at George Mason University. (new position)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Xinyue Ren Assistant Professor, Department of STEM Education and Professional Studies (Tenure Track)	\$68,000	7/25/23	10 mos

Dr. Ren received a Ph.D. in Instructional Technology, an M.Ed. in Educational Research and Evaluation, and M.Ed. in Critical Studies in Education from Ohio University, and a B.A. in English and Translation from Nankai University, China. Previously she was an Adjunct Faculty in the Department of Curriculum, Instruction, and Technology and an Instructional Designer in the Office of Distance Education at Auburn University.

Ms. Meagan S. Richard Assistant Professor, Department of Educational Foundations and Leadership (Tenure Track)	\$75,000	7/25/23	10 mos
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Ms. Richard received an M.Ed. in Measurement, Evaluation, Statistics, and Assessment from the University of Illinois at Chicago, an M.S. in Applied Sociology from Texas State University, a B.A. in History from Wellesley College and is expected to receive a Ph.D. in Policy Studies in Urban Education from the University of Illinois at Chicago. Previously she was a Research Assistant and Teaching Assistant in the Center for Urban Education Leadership at the University of Illinois at Chicago. (Rank is contingent upon completion of Ph.D. by July 2023)

Mr. Jason E. Saltmarsh Assistant Professor, Department of Educational Foundations and Leadership (Tenure Track)	\$75,000	7/25/23	10 mos
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Mr. Saltmarsh received an M.A. in History from the University of Massachusetts Boston, a B.A. in History and Political Science from the University of Massachusetts Amherst and is expected to receive a Ph.D. in Education Policy from the University of Maryland College Park. Previously he was an Instructor, Researcher and Research Assistant in the Department of Teaching and Learning at the University of Maryland College Park. (Appointment is contingent upon completion of Ph.D. by July 2023)

Mr. Christopher A. Sanders Lecturer, Department of Psychology	\$55,000	7/25/23	10 mos
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Mr. Sanders received an M.A. in Psychology from San Francisco State University, a B.A. in Psychology from California State University, Bakersfield and is expected to receive a Ph.D. in Psychology from the University of Missouri, Columbia. Previously he was a Graduate Student Researcher and Graduate Teaching Assistant at the University of Missouri, Columbia. (Appointment is contingent upon completion of Ph.D. by July 2023)

Dr. Stephanie D. Smith-Durkin Assistant Professor, Department of Counseling and Human Services (Tenure Track)	\$70,000	7/25/23	10 mos
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Dr. Smith-Durkin received a Ph.D. in Counselor Education and Supervision, an M.S.Ed. in School Counseling and a B.S. in Psychology from Old Dominion University. Previously she was a Lecturer in the Department of Counseling and Human Services at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Kevin C. Snow Assistant Professor, Department of Counseling and Human Services (Tenure Track)	\$72,000	7/25/23	10 mos

Dr. Snow received a Ph.D. in Counselor Education and Supervision from Old Dominion University, an M.S. in Counseling and a B.A. in Sociology from Shippensburg University of Pennsylvania, and an M.A. in American Studies from Pennsylvania State University: Capital College. Previously he was Chair of the Department of Psychology and Counseling and Associate Professor of Counselor Education and Clinical Mental Health Counseling at Marywood University.

Dr. Mary L. Still Assistant Professor, Department of Psychology (Tenure Track)	\$85,000	7/25/23	10 mos
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Dr. Still received a Ph.D. and an M.S. in Cognitive Psychology from Iowa State University and a B.S. in Psychology and a B.A. in English from Missouri Southern State University. Previously she was a Senior Lecturer in the Department of Psychology at Old Dominion University.

Dr. Brittany G. Suggs Lecturer, Department of Counseling and Human Services	\$65,000	7/25/23	10 mos
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Dr. Suggs received Ph.D. in Counselor Education and Supervision from Regent University, an M.A. in Community Mental Health Counseling from Hampton University, an M.P.H. from George Mason University, and a B.A. in Psychology from the University of Notre Dame. Previously she was a Lecturer in the Department of Counseling and Human Services at Old Dominion University.

Dr. Venus Usanga Lecturer, Department of Teaching and Learning	\$57,000	7/25/23	10 mos
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Dr. Usanga received an Ed.D. in Reading and Literacy Leadership from Walden University, an M.Ed., Reading Specialist from Regent University, an M.S.Ed. from Old Dominion University and a B.A. in Education from Medgar Evers College. Previously she was an English Program Specialist for Portsmouth Public Schools.

Dr. Archana Vatwani Clinical Associate Professor, School of Rehabilitation Sciences	\$107,851	7/25/23	10 mos
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Dr. Vatwani received a Doctor of Education in Education and Leadership in Healthcare from Nebraska Methodist College, an M.B.A. from Holy Family University, a D.P.T. from Temple University and a B.A. in Biology from St. Catherine University. Previously she was an Associate Professor for the Doctor of Physical Therapy program at Nova Southeastern University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Ashok K. Veerasamy Lecturer, Department of Computer Science	\$65,000	7/25/23	10 mos

Dr. Veerasamy received a Ph.D. in Computer Science from the University of Turku, Finland, a Master of Philosophy in Computer Science and a Master of Computer Applications from Madurai Kamaraj University, India and a Bachelor of Business Administration from Annamalai University, India. Previously he was a Lecturer - Software Engineering at LUT University, Finland. (new position)

Dr. Yubing Wang Assistant Professor, Department of Human Movement Sciences (Tenure Track)	\$68,000	7/25/23	10 mos
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Dr. Wang received a Ph.D. in Pedagogical Kinesiology from the University of North Carolina-Greensboro and an M.Ed. and B.Ed. in Physical Education from Shanghai University of Sport. Previously he was Assistant Professor in the Department of Kinesiology at the University of Wisconsin-Whitewater.

Dr. Chaniece J. Winfield Assistant Professor, Department of Counseling and Human Services (Tenure Track)	\$72,000	7/25/23	10 mos
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Dr. Winfield received a Ph.D. in General Psychology from Capella University and an M.A. in Urban Education: Community Counseling and a B.A. in Sociology from Norfolk State University. Previously she was a Senior Lecturer in Counseling and Human Services and Human Services Online Program Coordinator at Old Dominion University.

Ms. Sarah C. Wistner Research Associate, Center for Bioelectronics	\$45,000	2/25/23	12 mos
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Ms. Wistner received a B.S. in Biology from the College of Charleston and is expected to receive a Ph.D. in Pharmaceutical Sciences from the University of North Carolina at Chapel Hill. Previously she was a Graduate Research Assistant in the Center for Integrative Chemical Biology and Drug Discovery at the University of North Carolina at Chapel Hill. (new position)

Dr. Suzanne Wright Interim Dean, School of Nursing	\$243,296	1/25/23	12 mos
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Dr. Wright received a Ph.D. in Health-Related Sciences, a Master's degree in Nurse Anesthesia and a Bachelor's degree in Nursing from Virginia Commonwealth University. Previously she was the Chair of the School of Nursing at Old Dominion University and also held leadership positions at Virginia Commonwealth University for nearly 20 years. (Salary includes a \$25,000 stipend for serving as Interim Dean)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Yizhou (Joe) Xu Assistant Professor, Department of Communication and Theatre Arts (Tenure Track)	\$65,000	7/25/23	10 mos

Dr. Xu received a Ph.D. and an M.A. in Media and Cultural Studies from the University of Wisconsin-Madison and a B.A. in History and International Relation from Bucknell University. Previously he was a Postdoctoral Fellow in the Digital Studies Institute at the University of Michigan.

Ms. Seongryeong Yu Assistant Professor, Department of Teaching and Learning (Tenure Track)	\$73,000	7/25/23	10 mos
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Ms. Yu received an Ed.M. in Curriculum and Instruction Korean Language Education (Reading Education) from Korea University-College of Education, an A.B. in Elementary Education from Busan National University of Education, South Korea and is expected to receive a Ph.D. in Curriculum and Instruction from The Pennsylvania State University-College of Education. Previously she was an Instructor in the Department of Curriculum and Instruction, College of Education at The Pennsylvania State University. (Appointment is contingent upon completion of Ph.D. by July 2023)

Ms. Gnei Soraya Zarook Assistant Professor, Department of English (Tenure Track)	\$65,000	7/25/23	10 mos
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Ms. Zarook received an M.A. in English and is expected to receive a Ph.D. in English from the University of California, Riverside, and a B.A. in English from California State University, Channel Islands. Previously she was an Instructor in the University Writing Program at the University of California, Riverside. (Rank is contingent upon completion of Ph.D. by July 2023)

Shan (Evie) Zhang Assistant Professor, Department of Economics (Tenure Track)	\$115,000	2/25/23	10 mos
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Ms. Zhang received an M.S. in International Business from the University of Florida, a B.S. in Economics from Dalian Nationalities University and is expected to receive a Ph.D. in Economics from the University of Oregon. Previously she was Instructor of Record at the University of Oregon. (Rank is contingent upon successful completion of Ph.D. requirements by August 10, 2023; \$15,000 stipend for participation in the Economic Forecasting Project, State of the Region Report, and State of the Commonwealth Report as a member of the Dragas Center for Economic Analysis & Policy.)

April 20, 2023

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>
Jon Anderson Quality Control Coach, Athletics	\$50,000	2/25/2023	12 mos.

Mr. Anderson received a Bachelor of Arts in Secondary Education from Buena Vista University and a Master of Science in Sports Pedagogy from South Dakota University. Previously, he served in various coaching roles at Buena Vista University, Dakota State University, the University of Sioux Falls, and West Virginia State University.

Patrick Ball Core Facilities Manager, Hampton Roads Biomedical Research Consortium	\$90,000	1/10/2023	12 mos.
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Mr. Ball received a Bachelor of Arts in English from Elizabeth City State University. Previously, he served as a Senior Project Scientist for the Virginia Modeling Analysis and Simulation Center.

Bonita Boyette Academic Advisor, College of Health Sciences	\$48,000	1/10/2023	12 mos.
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Ms. Boyette received a Bachelor of Social Work from Radford University and a Master of Legal Studies from Appalachian State University. Previously, she held roles at Regent University as an Academic Advisor, The Crossroads Rural Entrepreneurial Institute as a Higher Education Technology Assistant, and Center Site Manager and Library Media Specialist at various schools in Virginia. (new position)

Kayla Brown Assistant Director for Living Communities, Student Housing	\$52,000	11/25/2022	12 mos.
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Ms. Brown received a B.S. in Liberal Studies from Longwood University and an M.S. in Higher Education Administration from Florida International University. Previously, she served as a Residence Life Coordinator at the University of Houston.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Bernadette Carter Assistant Controller, Office of Finance	\$127,000	3/13/2023	12 mos.

Ms. Carter received a Bachelor of Science in Accounting from Norfolk State University and a Master of Business Administration from Averett University. Previously, she worked as the Regional Controller for Aramark in their Southwest region and as the Senior Unit Controller for Aramark in Colonial Williamsburg. (new position)

Lauren Ciampoli Director, Constituent Relations, Alumni Office	\$63,918	2/10/2023	12 mos.
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Ms. Ciampoli earned a Master of Arts in Lifespan and Digital Communications and a Bachelor of Science in Communication from Old Dominion University. Previously, she worked as an Education Manager and Education Director for Junior Achievement of Greater Hampton Roads. Ms. Ciampoli is also an Adjunct Professor at Old Dominion University.

Russell Czack Assistant Director, Digital Shipbuilding, Virginia Modeling, Analysis & Simulation Center	\$135,000	3/25/2023	12 mos.
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Mr. Czack holds a Master of Science in Supply Chain Management from Syracuse University, a Master of Business Administration from National University, and a Bachelor of Arts from the University of Florida. Previously, he served as a Senior Program Manager for the Hampton Roads Maritime Industrial Base Ecosystem and as a Strategic Program Development & Business Analyst for North Atlantic Treaty Organization (NATO).

Kevin Decker Assistant Football Coach, Athletics	\$220,500	12/5/2022	12 mos.
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Mr. Decker holds a Bachelor of Art in Communication from the University of New Hampshire. Previously, he served as the Offensive Coordinator/Quarterback Coach for Fordham University and Offensive Coordinator/Quarterbacks Coach at Brown University.

Xiaosong Fan Assessment & Accreditation Analyst, Darden College of Education & Professional Studies	\$60,564	1/25/2023	12 mos.
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Mr. Fan earned a Master of Science degree in Business Analytics and a Bachelor of Science degree in Business Administration from the University of Colorado. He has served most recently as a data analyst in the Office of Assessment and Planning in the Division of Student Affairs at the University of Colorado Boulder.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Nicholas Flanders Blackwater Ecological Preserve, Manager and Assistant Professor, Biological Sciences	\$55,000	1/3/2023	12 mos.

Dr. Flanders has a Ph.D. in Ecological Sciences from Old Dominion University, a Master of Science Degree in Fisheries, Wildlife, and Conservation Biology from North Carolina State University and a Bachelor of Science in Biology from Old Dominion University. Previously, he served as a Ph.D. Teaching Assistant/Research Assistant at ODU. (new position)

Jasper Frederick Student Account Director Bursar, Office of Finance	\$120,000	2/6/2023	12 mos.
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Mr. Frederick holds an M.B.A in Business Administration and a B.S. in Business Administration from the University of Maryland. Previously, he served as the Director of Student Accounts-Student Financial Services at Queens University of Charlotte. Mr. Fredrick also served as the Director of Student Accounts-Campus Bursar at Baltimore City Community College, Manager/Director of Student Accounts at Howard University, and Director of Student Accounts-University Bursar at the University of Baltimore.

Megan Frost Director of Web & Digital Strategy, University Marketing	\$90,000	2/25/2023	12 mos.
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Ms. Frost holds a Bachelor of Arts in Fine Arts from New York University. She brings prior experience serving as the Communications Manager, Digital Engagement Manager, Development Officer, and Capital Campaign Coordinator for the Chrysler Museum of Art.

Madisyn Galang Regulated Research Analyst/Assistant, Facility Security Officer, Virginia Modeling, Analysis & Simulation Center	\$60,000	1/25/2023	12 mos.
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Ms. Galang received a Bachelor of Science in Community Health and a Bachelor of Science in Clinical Science from George Mason University. Previously, she served as a Technical Support Specialist for Portsmouth Public Schools, an Ophthalmologist Research Technician at the Wagner Macula and Retina Center, and a Business Analyst for Elite Applied Solutions.

Anne Githae Assistant Vice President, Equity and Diversity, Institutional Equity & Diversity	\$128,000	1/10/2023	12 mos.
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Ms. Githae holds a Doctor of Jurisprudence and a Master of Laws in Homeland Security & National Security Law from Western Michigan University and a Bachelor of Arts in Political Science from Lenoir-Rhyne University. Previously, she served as a Managing Director in Human Resources at Texas Tech University's Health Sciences Center.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Melanie Graham Director of Special Projects, Student Engagement & Enrollment Services	\$65,000	1/16/2023	12 mos.

Ms. Graham holds a Master of Arts in English and a Bachelor of Arts in English from Radford University. She is currently pursuing a Ph.D. in Higher Education from Old Dominion University. Previously, she served as a Graduate Administrative Assistant at Old Dominion University and a Fulbright Public Policy Fellow.

Krista Harrell Associate Vice President for Alumni Relations	\$165,000	12/12/2022	12 mos.
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Dr. Harrell holds a Doctor of Philosophy in Higher Education, a Master of Science in Education, Higher Education Administration, and a Bachelor of Science in Human Services Counseling from Old Dominion University. Previously, she served as the Assistant Vice President for the University of South Alabama. Additionally, she has served in various higher education roles including Associate Dean of Students, Title IX Coordinator, Student Center Director, Assistant Director for Programs, Campus Activities Coordinator, and Student Affairs Fellow.

Victoria Heiduschke Head Learning Commons Branch Librarian, Library Administration	\$83,000	3/25/2023	12 mos.
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Ms. Heiduschke holds a Master of Science degree in Information Studies, a Certificate of Advanced Study in the Administration of Programs in Libraries and Archives from the University of Texas at Austin, and a Bachelor of Arts in German Studies from the University of Florida. Previously, she served as a Communicable Disease Investigator and Case Investigator for COVID-19 at Linn County Health Services, Administrative Assistant at Oregon State University, Temporary Research & Instruction Librarian at Lewis & Clark University, and Learning Commons Coordinator and Library Experience Coordinator at Oregon State University.

Alex Huettel Assistant Football Coach, Athletics	\$135,000	12/05/2022	12 mos.
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Mr. Huettel received a Master's degree in ABA Therapy from the University of Cincinnati and a Master's degree in Gerontology and a Bachelor's degree in Human Development and Family Service from Bowling Green State University. He previously served as the Offensive Line Coach and Run Game Coordinator at Fordham University, Offensive Graduate Assistant at the University of Cincinnati, Offensive Line/Strength & Conditioning Coach at Gannon University, and Offensive Graduate Assistant at Bowling Green State University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Daremoni Jones International Student Advisor, Visa & Immigration Service Advising	\$47,500	1/10/2023	12 mos.

Ms. Jones received a Bachelor of Arts in History from Bethune-Cookman University and is enrolled in a Master's program in Clinical Mental Health Counseling at Old Dominion University. Previously, she was a Degree Analyst at Christopher Newport University and also served as an International & Transfer Admissions Counselor at Harris-Stowe State University and Correspondence and Credentials Assistant at Bethune-Cookman University.

Nirmala Karunarathna Academic Success Advisor, Center for Advising Administration and Academic Partnerships and Academic Success Center	\$47,000	3/10/2023	12 mos.
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Dr. Karunarathna received a Masters and Doctorate in Molecular Biology from Texas State University. Previously she served as the Student Recruiting and Retention Activity Coordinator for Computer Science at Old Dominion University.

Amber Kennedy Assistant Vice President for Public Relations, University Communications	\$120,000	1/25/2023	12 mos.
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Ms. Kennedy received a Bachelor's degree in English with a Journalism concentration from Christopher Newport University. Previously she served as Director of News and Media Relations at Old Dominion University. Ms. Kennedy also served as Senior Public Relations Counselor at The Meridian Group and as Director of Marketing and Community Engagement for the Peninsula Fine Arts Center.

Sarah Jane Kirkland Associate Vice President for Corporate Partnerships, Strome Entrepreneurial Center	\$218,000	3/1/2023	12 mos.
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Ms. Kirkland holds a Bachelor of Professional Dance from the Northern Ballet School. She has more than 13 years of experience working with corporate and non-profit leaders. Ms. Kirkland previously served as the President and CEO, Chief Operating Officer, and Director of Alumni Engagement at the CIVIC Leadership Institute. In addition to her work with the CIVIC Leadership Initiative, she has represented the region and served the community on many boards and committees, such as RVA757 Connects, YMCA South Hampton Roads, Hampton Roads Regional Transit Advisory Panel (RTAP), 757 Recovery and Resilience Action Framework, Town Point Club and the Governor's School for the Arts. Additionally, Ms. Kirkland has received accolades and recognition for her advocacy and leadership, including the 2021 Inside Business "Women in Business" award and the 2022 Inside Business "Power Players" list.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Joshua Marlow Assistant Director for Equipment Operations, Athletics	\$63,592	1/30/2023	12 mos.

Mr. Marlow received a Bachelor of Arts in Geography from the University of Florida. He brings experience serving as the Head Athletic Equipment Manager for Duquesne University, Assistant Equipment Manager at IMG Academy, Equipment Intern for the Cleveland Browns, NFL Rookie Camp Equipment Intern for the Tampa Bay Buccaneers, and Post-Graduate Assistant of Football Equipment at the University of Florida Athletic Association.

Timothy McLaughlin Admissions Counselor, Undergraduate Admissions	\$41,350	11/25/2022	12 mos.
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Mr. McLaughlin holds a Bachelor of Science degree with a major in Sport Management from Old Dominion University. He has served as an intern with ODU Athletics and as an ODU Athletic Ambassador.

Monique McWhite Director, Center for Business Development, Office of Research	\$85,000	2/25/2023	12 mos.
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Ms. McWhite earned a Bachelor of Fine Arts from Virginia Commonwealth University and a Certificate in Program Management Body of Knowledge from John Hopkins University. She has served as Facility Security Officer at Johns Hopkins, Project Manager for ESRG Government Services, and Director of the ODU Procurement Technical Assistance Center. (new position)

Josephine Momberger Assistant Director for High Impact Learning Initiatives, Academic Success Initiatives & Support	\$47,000	1/25/2023	12 mos.
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Ms. Momberger holds a Master's degree in Higher Education Leadership with a concentration in Student Affairs and a Bachelor of Science in Business Administration with a concentration in Digital Marketing from Old Dominion University. Previously, she served as a Graduate Assistant in the Dean of Students Office at ODU.

Juan Sebastian Oehninger Assistant Director Academic Readiness Program, Academic Success Initiatives & Support	\$85,000	1/10/2023	12 mos.
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Mr. Oehninger received a Master of Science in Marketing Management from Strayer University and a Bachelor of Arts in Communication from Old Dominion University. He has served as a retail associate for the past 19 years and has comprehensive experience in customer service, marketing and communications, and patient advocacy.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Kelsey Orsini Assessment Coordinator, Institutional Effectiveness and Assessment	\$53,500	10/10/2022	12 mos.

Ms. Orsini holds a Master of Fine Arts in Creative Writing from Old Dominion University, a Master of Science in Secondary Education from John Hopkins University and a Bachelor of Arts in English and Secondary Education from The College of William and Mary. She brings experience as a Quality Enhancement Plan Graduate Research Assistant and English Instructor at Old Dominion University.

James Palmer Assistant Director of Institutional Research, Office of Institutional Research	\$82,000	3/10/2023	12 mos.
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Mr. Palmer received a Master of Business Administration in Global Management and a Bachelor's degree in Business Administration from the University of Phoenix. Previously he served as a Senior Market Research Analyst at Old Dominion University, Senior College Research Analyst at Modesto Junior College, and Information Technology Consultant at California State University.

Enrique Rangel-Rodriguez Assistant Director of Admissions, Hispanic/LatinX Outreach and Recruitment, Undergraduate Admissions	\$50,000	3/10/2023	12 mos.
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Mr. Rangel-Rodriguez received a Bachelor of Arts in History from Virginia Commonwealth University. Previously he served as a Research Intern at Sacred Heart and a LatinX Admissions Counselor at Virginia Commonwealth University.

Elisabeth Ray Assistant Swimming Coach, Athletics	\$34,000	10/10/2022	12 mos.
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Ms. Ray holds a Bachelor of Arts in English with a concentration in Professional Writing from Old Dominion University. She brings experience as a Swim Coach for the ODU Aquatic Club and Team Manager for the ODU Men's and Women's Varsity Swim Team.

Stephen Rupprecht SEES Advisor and Special Assistant to the Vice President, Student Engagement & Enrollment Services	\$104,000	11/25/2022	12 mos.
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Dr. Rupprecht holds a Doctor of Education in Educational Leadership Management from Drexel University, a Master of Arts in College Student Personnel from Bowling Green State University, and a Bachelor of Arts in English Literature from State University of New York, College at Oswego. Previously, he worked as the Dean of Students for Cabrini University. He brings nearly 30 years' experience working in the higher education setting and significant experience in Title IX compliance, conduct, and risk management.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Kenya Smith Director of News and Media Relations, University Marketing	\$87,500	3/25/2023	12 mos.

Ms. Smith holds a B.A in Communication Studies an Epley Certificate in International Public Relations from the University of North Carolina-Charlotte. Previously, she served as the Communication Manager for the Guilford County Division of Public Health, Communications Officer for the Government of Bermuda, and Communications & Development Coordinator for Freedom School Partners.

Petra Szonyegi First Year Student Success Coordinator, Center for Advising Administration and Academic Partnerships	\$52,123	3/10/2023	12 mos.
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Ms. Szonyegi received a Master of Science in Education in Higher Education and a Bachelor of Arts in International Studies and Political Science from Old Dominion University. Previously, she served as a First Year Student Success Advisor, Residence Hall Director (First Year Community) and Graduate Teaching and Research Assistant at Old Dominion University.

Patricia Szymurski Associate Vice President for Regional Higher Education Centers	\$150,000	3/10/2023	12 mos.
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Dr. Szymurski holds a Doctorate in Educational Leadership: Administration and Policy from the University of Delaware, a Masters in Adult Education from Widener University, and a Bachelors in Rehabilitation Education from Penn State. She previously served as the Vice President, Marketing & Strategic Initiatives and Interim Vice President, Enrollment Management, Marketing & Communications for Reinhardt University. Dr. Szymurski also served as the Director of Curriculum & Program Development at Emory University and Assistant Vice President for Graduate and Extended Programs & Strategic Alliances at Agnes Scott College.

Quan Thompkins Assistant Strength & Conditioning Coach, Athletics	\$45,000	1/23/2023	12 mos.
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Mr. Thompkins holds a Master's degree in Health and Human Performance from Northwestern State University, a Bachelor in Exercise Science from Lander University, and a Bachelor of Science in Exercise and Sports Science from Costal Carolina University. Previously, he served as the Assistant Strength and Conditioning Coach at the University of Connecticut and Interim Director of Strength and Conditioning and Graduate Assistant Strength Coach at Northwestern State University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
JaRena Whitehead Chief of Staff, Division of Administration and Finance	\$190,000	2/25/2023	12 mos.

Ms. Whitehead received a Master of Business Administration and a Bachelor of Science in Mass Communications from Florida International University. Previously she served as the Assistant Vice President for Human Resources and Deputy Chief Human Resources Officer at Old Dominion University. Ms. Whitehead also served as Director & Chief Human Resources Officer at Florida Memorial University, Associate Director & Deputy Chief Human Resources Officer at Radford University, and Human Resources Manager at the University of Miami.

Mary Wilcox International Admissions Recruitment Coordinator, International Admissions	\$46,300	9/10/2022	12 mos.
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Ms. Wilcox received an M.S. in Educational Leadership in Higher Education from Old Dominion University and a B.A. in International Affairs from James Madison University. Previously, she worked as a Graduate Assistant for International Initiatives in the Office of Intercultural Relations at ODU and previously taught English at the College of Foreign Languages, Hebei University in Baoding, China.

Tarron Williams Assistant Football Coach, Athletics	\$107,500	1/5/2023	12 mos.
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Mr. Williams has a Master of Arts in Community Counseling from Lenoir-Rhyne University and a Bachelor of Science in Psychology from Gardner-Webb University. Previously, he worked at the University of Richmond as the Defensive Pass Game Coordinator/Cornerbacks and also worked at East Carolina University, Virginia Military Institute, and James Madison University.

Tiffany Young Assistant Football Coach, Athletics	\$70,000	2/25/2023	12 mos.
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Ms. Young holds a Master of Arts in Sport Psychology from John F. Kennedy University and a Bachelor of Arts in Psychology from California State University Sacramento. Previously, she served as the Associate Director of Career Services, Senior Career & Talent Management Specialist, and Recruiter at Regent University, Assistant Director of Facilities & Student Development at Towson University, and Operations Manager at Athletes in Action.

April 20, 2023

EMERITUS/EMERITA APPOINTMENTS

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

<u>Name and Rank</u>	<u>Effective Date</u>
Deborah Bauman Assistant Dean Emerita of Health Sciences and Associate Professor Emerita of Dental Hygiene	July 1, 2023
Randy Haddock Senior Lecturer Emeritus, College of Engineering and Technology	June 1, 2023
Robert Holden Professor Emeritus of History	June 1, 2023
James Kosnik Professor Emeritus of Music and University Professor Emeritus	June 1, 2023
Constance Merriman Associate Dean Emerita, Strome College of Business	July 1, 2023
William Owings Professor Emeritus of Educational Foundations and Leadership	June 1, 2023
Ramamurthy Prabhakaran Professor Emeritus of Mechanical and Aerospace Engineering and Eminent Professor Emeritus	June 1, 2023
Gene Hill Price Senior Lecturer Emeritus of Computer Science	June 1, 2023
Susan Lynn Tolle Professor Emerita of Dental Hygiene and University Professor Emerita	June 1, 2023

Name and Rank

Effective Date

Douglas Ziegenfuss
Professor Emeritus of Accountancy

June 1, 2023

Deborah Bauman

Deborah Bauman received a B.S. in Dental Hygiene and an M.S. in Dental Hygiene from Old Dominion University. She joined Old Dominion University as an Assistant Professor of Dental Hygiene in 1982 and achieved the rank of Associate Professor in 1988. Recognition of her accomplishments in teaching, research and service include being appointed as the Board Chair of the Lake Taylor Transitional Care Hospital, past President of the Tidewater Dental Hygienists' Association, and Leader for the Norfolk Emergency Shelter Team.

Bauman has served as the Assistant Dean within the College of Health Sciences since 2009, with a previous appointment as the Chair of the School of Dental Hygiene and as Graduate Program Director for the Master of Science in Dental Hygiene. She has served in multiple leadership roles for the University, including the Undergraduate Administrators Committee, Kaufman Award Selection Committee, Graduate Administrator's Council, Commencement Committee, University Undergraduate Policies and Procedures Committee, Enrollment Management Subcommittee, Strategic Plan Subcommittee, and the Living Learning Communities Taskforce. Bauman has personally led and managed over a hundred open house events, admitted student day, and scholars day events. Lastly, she has been instrumental in oversight of the College of Health Sciences Advising Office, serving the needs of hundreds of undergraduate students over the past many years.

Randy Haddock

Randy Haddock, Senior Lecturer in the Engineering Fundamentals Division, is an Old Dominion University double alumnus. He graduated from ODU with an undergraduate degree in Civil Engineering Technology in 1985 and a graduate degree in Civil Engineering in 2000. After completion of his undergraduate degree, Haddock entered the construction profession as a project manager and estimator. He soon founded an award-winning residential building company and managed it until 1999. Haddock then changed his career to teaching. He obtained his teaching education and certification from Virginia Wesleyan College and completed an Ed.S. in Educational Leadership at the University of Virginia.

Haddock taught math at the secondary education level for 12 years before returning to ODU as a Lecturer in 2013. Presently, he teaches the ENGN 110 Studio classes as a Senior Lecturer in the Engineering Fundamentals Division. During his time in the College of Engineering and Technology, Haddock has left an impression on close to 5,000 freshman engineering students. He currently serves on the state's Board of Contractors being appointed by Governor Ralph Northam.

Robert Holden

Robert Holden received a B.A. in Journalism from the University of Missouri (1970), an M.A. in Latin American History from Pennsylvania State University (1977), and a Ph.D. in History from the University of Chicago (1986). He joined Old Dominion as an Assistant Professor of Latin American History in 1993, received tenure and promotion to Associate Professor in 1999, and achieved the rank of Professor in 2006. Recognition of his accomplishments in teaching, research and service include the Fulbright-Hays Doctoral Dissertation Research Abroad Award, ODU's Certificate of Excellence in Instructional Technology, and a Fulbright Scholar Award for teaching and research.

Holden has served as the major professor for numerous master's students at Old Dominion University and was an associate faculty member of the Graduate Program in International Studies from 1993 to 2005. From 2005 to 2006 he was Associate Director of the graduate program in International Studies and from May to August 2006 served as Interim Director of the program.

Holden's research concerns the political history of Latin America and the history of US Latin America relations with a focus on state formation, legitimacy and authority and the rule of law. He has published five monographs, more than 25 peer reviewed scholarly papers, and made 71 presentations besides numerous book reviews and other small contributions.

James W. Kosnik

James W. Kosnik, Professor of Music and University Professor, joined Old Dominion University in 1982 and achieved the rank of Professor in 2003. He received his Doctor of Musical Arts degree from the Eastman School of Music, where he studied with Professor Russell Saunders; in addition, he is a recipient of the prestigious Performer's Certificate from the Eastman School. Kosnik served as Chair of the Music Department from 1986-1992 and is the recipient of the Robert L. Stern Award for Excellence in Teaching from the College of Arts & Letters.

Kosnik has recorded six CDs, including three with the Liturgical Organists Consortium: "The Sacred Legacy of Paris," "Divinum Mysterium," and "Chant Mosaic." In addition, he has recorded two solo organ CDs: "Ancient Song, Sacred Sound," and "The Organ Music of Cesar Franck." His sixth CD, "Amazing Grace: The Organ Music of Adolphus Hailstork," is available through Albany Records. Performances of "Victimae paschali laudes," composed by Theophane Hytrek, SSSF, and "Toccata on VENI EMMANUEL," by Adolphus Hailstork, have been broadcast nationally on PIPEDREAMS.

Kosnik has been recognized internationally as a performer, serving in 2009 as the organist at St. Peter's Basilica at the Vatican. He made his Harvard University concert debut in 2013, at Busch Museum, home of the historic Flentrop pipe organ, where the legendary E. Power Biggs helped to initiate the "Orgelbewegung" ("Organ Reform Movement") in the United States with his weekly radio broadcasts and recordings at Harvard. Kosnik's performance at the Busch Museum is available on YouTube. His concert schedule typically includes performances at Christ Cathedral, Lexington, KY, National City Christian Church in Washington, DC, and King's Chapel in Boston,

to name a few. His new choral composition, “If the Lord Does Not Build the House,” was commissioned by Laramie College, WY, for his Cathedral Artists Concert in Cheyenne, WY.

Kosnik has taught and influenced every student in every degree program offered through the Diehn School of Music. Thousands of student musicians have been regaled by his fascinating and intellectual lectures covering every aspect of music history. Students, congregants, and audiences across the region have been thrilled with his mastery of the pipe organ and his tremendous artistry at the keyboard. Kosnik helped build the Diehn School of Music, literally supervising the construction of the Diehn Center for the Performing Arts in 1990-91.

Constance Merriman

Constance Merriman joined Old Dominion University as a Public Relations Specialist and Technical Support Center Manager in 1998. At the time of completing a Master of Public Administration degree in 2005, she joined the College of Business as Assistant to the Dean and in 2007 became an Assistant Dean. In 2010, she earned a Ph.D. in Higher Education from Old Dominion University. In 2012 Merriman founded and served as a Sam Walton Fellow for ODU Enactus, an international student organization dedicated to improving the lives of others through social and transitional entrepreneurship. From 2015 to the present, she has steadfastly served as Associate Dean for Undergraduate Studies in the Strome College of Business.

During her career, Merriman has worked cooperatively and successfully with individuals at all levels of the College and the University. She continues to teach in the School of Public Service. Courses that she has taught include PADM 719 – Leadership, PADM 739 – Cultural Competence and Leading Across Differences, PAS 409 – Leadership and Cultural Competence, HNRS 401 – Social Entrepreneurship, and ENTR 494 – Entrepreneurial Projects in Management. And while not required of non-tenure-track faculty, Merriman has engaged in various research projects. She has five published peer-reviewed conference proceedings and was a co-author of the book chapter, *A Life-Cycle Model of Collaboration in Advancing Collaboration Theory: Models, Typology, and Evidence* (Routledge, 2015).

Merriman’s administration and service accomplishments are numerous. They include co-developing the undergraduate minor in Public Service; serving as faculty advisor and Sam Walton Fellow for the ODU Chapter of Enactus; mentoring the student team that acts as the management company for ODU Enactus Entrepreneurship Initiative and the student entrepreneurs’ retail store/learning lab; being a member of the General Education Assessment Committee; being a founding member of the Public Service Week committee; serving as treasurer of the ODU Chapter of the National Honor Society of Phi Kappa Phi; being past president of the Old Dominion University Association for University Administrators; and serving as a member of the Old Dominion University Strategic Enrollment Management Committee on Technology/Distance Learning.

William Owings

William (Bill) Owings, Professor of Educational Foundations and Leadership, joined ODU in 2002 after a career in public education, having served as the Superintendent of Accomack County Public Schools. In his 20 years at ODU, he has been a prolific scholar having secured grants, published numerous journal articles and books, and served on many dissertation committees. Specifically, since 1996 Owings has published nearly 60 journal articles, 15 books (not including 2nd and 3rd additions), eight book chapters, and presented roughly 50 papers at national and international academic conferences.

Owings is a renowned national and international scholar in the area of school finance. In the last 10 years, he has focused on school finance topics, with a particular emphasis on the concept of fiscal effort and funding equity. This work has focused on two closely related new contributions to the field: first, the establishment of a school finance related national longitudinal database and second, the development of a new theory known as critical resource theory.

Owings' work has been recognized both locally and nationally. He received a number of prestigious awards, which include the 2019 ODU A. Rufus Tonelson Award, the National Education Finance Academy's Distinguished Fellow of Research and Practice, and the Virginia Educational Research Association's Charles Edgar Clear Research Award for significant and sustained research and scholarship benefitting the Commonwealth of Virginia.

Owings has also been invested in national service to his academic discipline, having been an invited lecturer, held a number of officer positions in national academic organizations, and served as a journal and book editor. Invited lectureships have included, the Oxford Education Research Symposium, the University of Amsterdam, Fatih University, Istanbul, Turkey, the American Education Finance Conference, the Virginia Department of Education Conference on Teacher Quality, and the National Troops to Teachers Conference. Owings held a number of officer positions in national academic organizations, including as a member of the founding Board of Directors, Co-Treasurer, and member of the Board of Trustees for the National Education Finance Academy (NEFA). From 2006-2008, Owings served on the Board of Editors for the *Journal for Effective Schools*, and from 2006 – 2008, as the Editor-in-Chief, as well as serving on the Editorial Advisory Board for the *Journal of Education Finance* from 2006 through the present.

Ramamurthy Prabhakaran

Ramamurthy Prabhakaran received a B.Tech. from the Indian Institute of Technology, Maras, India, in 1965, an M.E. from the Indian Institute of Science, Bangalore, India, in 1967 and a Ph.D. in Engineering Mechanics from the Illinois Institute of Technology, Chicago, in 1970. He joined Old Dominion University as an Associate Professor in Mechanical Engineering in 1979, achieved the rank of Professor in 1985 and was designated as an Eminent Professor in 1987.

Recognition of Prabhakaran's accomplishments in teaching, research and service include: Associate Technical Editor of *Experimental Mechanics*, an international archival journal (seven years); Technical Editor of *Experimental Mechanics* journal for three years; Fellow of the Society

for Experimental Mechanics awarded in 1996; US patent for Method of Continuously Determining Crack Length awarded in 1993; Best Paper Award in Experimental Techniques; Outstanding Faculty Award from ASME Student Chapter of ODU; and the College of Engineering and Technology Research Award.

Prabhakaran has served as the major dissertation adviser for 31 master's and doctoral students. He has organized special courses in Composite Materials and Fatigue-Fracture, given special lectures and conducted several workshops. Prabhakaran has given invited lectures at international conferences in India, France, Poland, Denmark, Italy and the United States. He started the Experimental Mechanics and Composite Materials Laboratory at Old Dominion University and has served as its Director.

Prabhakaran's research concerns the applications of experimental mechanics methods to fiber reinforced composites. He has 75 journal publications, two book chapters, 52 publications in conference proceedings, nine invited papers presented at conferences, several technical reports, and has received 53 (sponsored) research grants totaling \$1.6M.

Gene Hill Price

G. Hill Price received a B.S. in Naval Science from the United States Naval Academy in 1969 and an M.S. in Computer Science from Old Dominion University in 1983 after serving as an active-duty naval officer for 11 years. He joined Old Dominion University in 1983 as an Instructor of Computer Science and achieved the rank of Lecturer in 1987 and Senior Lecturer in 2004. Price continued in the Naval Reserves, being recalled to active duty nine times, and retiring in 1998 with the rank of Captain (O-6). His highest awarded decoration is the Meritorious Service Medal.

Price taught 409 class sections of 17 different Computer Science subjects, both graduate and undergraduate, including both distance learning and traditional face-to-face classes; his student totals exceed 10,000. In addition, he taught classes in data communications and programming for Cox Cable Inc., Naval Special Warfare Group Two, private corporations, and Norfolk Public Schools. He served on two Dissertation Committees, one in Electrical Engineering and the other in Computer Art.

In service to the University, Price was elected as the Computer Science Department representative to the Old Dominion University Faculty Senate for 38 consecutive years starting in 1984. While serving, he was personally involved with many important issues, including two overhauls of the University's General Education Program, Faculty Workload, and Faculty Student Evaluations/Surveys. Price drafted proposals for Military and Naval Science minors for ROTC students and making the Faculty Handbook available online, both of which were approved and implemented. He has served on several Faculty Senate committees including Committee G, Faculty Remuneration; Committee K, Academic Support Services; and as Chair of Committee M, Intercollegiate Athletics. Of particular note is Price's service on Faculty Senate Committee A, Undergraduate Curriculum Committee, for 21 years. This committee examines and has approval authority over all General Education classes, all minors, and all new undergraduate programs including proposed changes to existing classes and minors.

Price represented Old Dominion University in the Faculty Senate of Virginia for four years. He is a member of the Norfolk Historical Society and the Agincourt Society where he has been honored to present seven historical presentations.

Susan Lynn Tolle

Susan Lynn Tolle joined Old Dominion University as an Assistant Professor of Dental Hygiene in 1983, achieved the rank of Professor in 1997 and was designated a University Professor in 2010. Twice a University finalist for the State Council of Higher Education for Virginia Outstanding Faculty Award, she has 85 peer-reviewed publications and has presented her scholarly work nationally with over 100 presentations.

Tolle served as Director of the Dental Hygiene Post Licensure Program for seven years followed by 20 years as the Dental Hygiene Director of Clinical Affairs. She represented the College of Health Sciences on the Faculty Senate Executive Committee for many years, has chaired several University committees, and has served widely in faculty leadership roles across the University, including University Mediator and on the Faculty Ombudsman panel.

Internationally, Tolle worked with Physicians for Peace to develop the first dental hygiene program in Central America housed at the University of Managua in Leon, Nicaragua. Noteworthy awards include the American Dental Hygienists' Association Educator of the Year Award, the American Dental Hygienists' Association Award of Excellence, the Alan Rufus Tonelson Distinguished Faculty Award, and the Gene W Hirschfeld Outstanding Faculty Award, College of Health Sciences. She is the only dental hygienist who has received the Outstanding Community Service award from the VA Dental Association. Most recently, Tolle was named the Most Inspirational Faculty by both the 2022 College of Health Sciences outstanding undergraduate student and the College of Health Sciences Kaufman Award finalist.

Douglas E. Ziegenfuss

Douglas E. Ziegenfuss earned a B.A. in Philosophy and History from Mount Saint Mary's College, an M.S. in Accounting from American University, and a Ph.D. in Accounting from Virginia Commonwealth University. Prior to joining the faculty in 1988, he served as an officer in the United States Coast Guard Reserve, a staff auditor with Coopers & Lybrand, an in-charge auditor with Browning-Ferris Industries, and an internal auditor with Dominion Resources. He is a practicing CPA, CMA, CIA, CFE, CGFM, CFF, AND CISA.

Ziegenfuss was awarded tenure and promoted to Associate Professor in 1994 and was promoted to Full Professor in 2001. From 2000 to 2015, he served as Chair or Acting Chair of the Department of Accounting or School of Accountancy. During his time at the University, Ziegenfuss won teaching service awards from teaching various accounting courses, both at the undergraduate and graduate level and online as well as face-to-face.

Ziegenfuss was awarded "Outstanding Educator Awards" by the VSCPA, IIA, ACFE, and BAP. He was active on the Boards of Bons Secours Hampton Roads, The Catholic Diocese of Richmond

Diocese Finance Council, The City of Norfolk Public Schools Citizens Audit Committee, and The City of Virginia Beach Citizens Audit Committee. He actively served on the editorial boards of several accounting academic journals.

Ziegenfuss was active in professional accounting organizations at the local (a local chapter president seven times), state (a state vice-president), and national/global (committee member) levels. He co-founded and coordinated the Williamsburg Fraud Conference for 30 years. He began training CPAs in their annual required Ethics Course in 2004. During the period 2004 to 2020, Ziegenfuss annually taught an average of 1,000 CPAs in 30 separate engagements. He was co-founder and faculty advisor for the Managerial Accounting and Auditing Club that served as a student umbrella organization for the IIA, IMA, AGA, and ACFE and raised an endowment to pay for the students' membership dues.

Ziegenfuss's research interests include Professional Accounting Ethics, Audit Quality, and Audit Function/Firm Management. He has published five books or monographs, including as co-author of the educational novel, *The Big R*. He also published approximately 30 articles over the course of his career in such journals as *Auditing, A Journal of Practice and Theory*; *Journal of Business, Finance and Accounting*; *Corporate Governance: An International Journal of Business in Society*; *Managerial Auditing Journal*; *The Journal of Public Budgeting, Accounting & Financial Management*; *The Journal of Forensic Accounting*; and *The Internal Auditor*.

PROPOSED REVISIONS TO THE POLICY ON PROMOTION IN RANK

The proposed revisions to the policy on Promotion in Rank clarify who can serve on College Promotion and Tenure Committees for promotions to full professor when the department representative is not a full professor. Language has been added that a member of the departmental promotion and tenure committee will be elected to represent the department if the home department of a candidate for promotion to full professor has no full professor representing it on the college committee. The full professor elected by the departmental committee would also serve as the representative on the college committee for other full professor promotion cases.

The proposed revisions will be reviewed by the Governance Committee and presented to the Board of Visitors for approval at its meeting in June.

NUMBER:	1412
TITLE:	Promotion in Rank
APPROVED:	September 26, 2013; Revised June 9, 2016 (eff. 7/1/16); Revised June 6, 2017 (eff. 7/1/17); Revised June 14, 2018 (eff. 7/1/18); Revised June 13, 2019 (eff. 7/1/19); Revised June 18, 2020 (eff. 7/1/20); Revised June 17, 2021 (eff. 7/1/21)
SCHEDULED REVIEW DATE:	June 2026

I. Board of Visitors Policy

- A. All promotions in rank are based on evaluation of the faculty member's performance.
 - 1. A tenure-track faculty member's performance in teaching, research, and service (as appropriate) is evaluated over the total time in the previous rank as compared to the criteria established by the Board of Visitors for the rank being considered and any other criteria established by the department or college.
 - 2. A non-tenure track research faculty member's performance in research, service (as appropriate) and teaching (as appropriate) is evaluated over the total time in the previous rank as compared to the criteria established by the Board of Visitors for the rank being considered and any other criteria established by the center.
- B. Promotion to the rank of associate professor must occur at the time of the tenure award, and the policy on tenure applies.

- C. Promotion to the rank of full professor is normally considered no earlier than during the sixth year of a faculty member's service as associate professor at Old Dominion University. Exceptions are made only under the following circumstances:
1. A faculty member who has held the rank of associate professor at another institution and was initially appointed to Old Dominion University at the rank of associate professor may be considered for promotion at the time of the award of tenure.
 2. A faculty member of extraordinary merit may be considered for promotion to the rank of full professor before the sixth year as associate professor at Old Dominion University.
- D. The president, upon the recommendation of the Faculty Senate, shall establish procedures for consideration of promotion to the rank of full professor (as well as for the designation as eminent scholar). Such procedures shall require consideration and recommendation by faculty members at the department and college level, the chair, the dean, and the University Promotion and Tenure Committee. The decision concerning promotion is to be made by the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against promotion, the faculty member may request a review by the president. The decision of the president is final.

II. Procedures for Promotion in Rank to Full Professor

A. Considerations Concerning Promotion

1. Each faculty committee and administrator considering a promotion case must specifically consider factors listed below as they apply to each case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. In the case of committees, the vote must be recorded in the recommendation, and the reasons produced by the minority members must be specified.
2. Each committee and administrator making a recommendation concerning promotion considers evidence of the faculty member's performance over the total time in which the previous rank has been held as compared to the guidelines for the rank being considered as established by the Board of Visitors and any other guidelines established by the department or college.
3. The total rank structure of the department should be considered.
4. At the least, the committees and administrators should examine faculty information sheets, chair evaluations, dean's evaluations, and any other evidence submitted by the faculty member, the chair of the department, or any other relevant source. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for promotion. It is the responsibility of the faculty

member to ensure that all information submitted by him or her in support of promotion is factually accurate and valid, and to provide corroborating evidence (e.g., web links, complete citations, grant numbers, etc.) for all claimed accomplishments. The evidence should address the quality of the journals and the reputation of book and other such publishers. Fraudulent or non-valid claims can lead to faculty sanctions, including denial of promotion. The chair should work with promotion candidates to ensure the completeness and accuracy of their portfolios. The chair and the department promotion and tenure committee as a part of the regular review process should verify the accuracy of portfolio elements that are central to the promotion case. Should concerns be raised about the validity of a candidate's claims by external or internal reviewers, it is the chair's responsibility to verify those claims. The promotion process will be paused while the chair verifies those claims.

- B. External evaluation of the faculty member's research and scholarly activity by nationally recognized experts in the field of specialization will be required.
1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair. If the department chair does not have the rank of full professor, all chair responsibilities for promotion to full professor will be delegated by the dean to a full professor in the department or from another department within the same college who will assume all of the chair's responsibilities described below. This appointed full professor, acting in the role of chair, cannot take part in any deliberations or votes of the departmental, college or University promotion committees while the promotion case is being considered. In promotion of department chairs, the responsibility belongs to the dean.
 2. External reviewers with academic positions must hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers, including potential conflicts of interest. This documentation will become part of the promotion file. The chair (or designee, see 1 above) will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair (or designee) will provide the list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review process. The final list of external reviewers, together with the documentation of personal and professional relationships by the candidate (as outlined above), should be included as part of the application package for all internal reviewers. External reviewers should not be close collaborators or (former) mentors of the candidate. In general, co-authors on publications should also be excluded as external reviewers, except as permissible under the departmental

statement on evaluation of research (see the Policy on the Evaluation of Scholarly Activity and Research). The selection of potential external reviewers must be completed before the end of the semester prior to the submission of credentials for promotion.

3. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the provost and vice president for academic affairs before the reviewers are asked to submit evaluations. If an exception is approved, candidates for promotion will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.
 4. A curriculum vitae will be required of each external reviewer. Each reviewer will be asked to describe any personal or professional relationship with the candidate. It is the responsibility of the chair to include a curriculum vitae of each reviewer. For promotion of department chairs, the responsibility belongs to the dean.
 5. External reviewers will be asked to evaluate all submitted material mailed to them. Candidates for promotion are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. In the case of the arts, reviewers may be asked to consider works of art or performances. External reviewers will be asked to evaluate: a) the quality of the scholarship or creative work under review; and b) the scholarly reputation (regional, national, international) of the candidate.
 6. All candidates for promotion to full professor will be required to have their scholarship evaluated by no fewer than four external reviewers. If fewer than four reviews are received, the chair will choose additional reviewers alternately from the lists of the department promotion and tenure committee and of the candidate.
 7. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- C. A candidate for promotion in rank is initially considered by the faculty members in the department who hold the rank being considered or above.¹ Only faculty holding the rank of full professor are eligible to deliberate, review, or otherwise participate and vote on candidates for promotion to full professor.
1. In the case of large departments, the faculty members in the rank being considered or above may select a committee from their ranks to consider and make recommendations concerning promotion. In that case, it is the responsibility of the

committee to elicit opinions from all faculty members holding the rank being considered or above.

2. In departments where fewer than three members hold appointments in the rank being considered or above, the dean, in consultation with the chair (or designee; see section II.B.1.), will appoint enough additional faculty in the rank or above from other disciplines to form a committee of at least three.
3. Candidates for promotion should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.
4. The group of faculty on the promotion committee elect a chair of the committee among their members. It is the responsibility of that chair to direct the committee members to consider and apply the relevant sections in the Teaching and Research Faculty Handbook and the departmental statement on research evaluation in their comments and votes.
5. No dean, associate dean, assistant dean, or other full-time administrator or department chair (or designee; see section II.B.1.) shall attend or participate in the deliberation of either the departmental, college, or University Promotion and Tenure Committee. The deliberations of all three committees are confidential and must not be shared with anyone outside of the committee.
6. The college committees shall consist of one tenured faculty member from each department in the college. All members of the college promotion and tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. Every reasonable effort should be made to ensure that there are at least three full professors on the college committee. If the elected representative of a department will not be able to attend college committee meetings for a significant time span, the department may elect a temporary replacement for that time span. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. Only faculty holding the rank of full professor are eligible to join the deliberations and the vote on candidates for promotion to full professor. If the home department of a candidate for promotion to full professor has no full professor representing it on the college committee, a [full professor from ~~member of~~](#) the departmental promotion committee for that candidate (convened as described in section C.1. and C.2. above) shall be elected to serve as its representative [only during for](#) the duration of the deliberations on that specific candidate [as well as the other full professor promotion cases in the college committee](#). In any case, the representative from a promotion candidate's

department will participate in deliberations in the candidate's case but will not cast a vote.

7. The University Promotion and Tenure Committee shall consist of one tenured full professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair.ⁱⁱ No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. The representative from a promotion candidate's college will participate in deliberations in the candidate's case but will not cast a vote.
 8. Any committee member who participates in the promotion process votes at most only once on any particular case.
 9. In order to ensure transparency, fairness, and equity in the internal review process, a faculty member or administrator who participates in the promotion process must disclose any potential conflict of interest that might undermine the credibility of the process. The chair of the department (or replacement, see Section II.B.1.) will work in consultation with the dean of the college to decide whether the person should be excluded from serving on the review committee.
 10. The faculty member under consideration is informed whenever a committee is considering promotion and is given an opportunity to submit a statement (in electronic form) to the Provost's Office in support of their promotion case, or to correct any factual misinformation in previous recommendations. The Provost's Office will add such statements to the candidate's file.
 11. In case of material new accomplishments before the conclusion of the evaluation process, additional documentation may be added to the portfolio with the concurrence of the dean. Such additional material must be clearly marked as such and dated at the time of addition to the promotion file by the Provost's Office. If such additional documentation is considered, this must be clearly documented in the recommendation letters by the committee or individual (e.g. dean) who first see this new material.
- D. The committee or faculty group makes its recommendation concerning promotion to the chair (or designee; see section II.B.1.) together with reasons for the recommendation (including a minority statement in the case of a non-unanimous vote). All eligible committee members shall vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. The chair of the committee shall record the names of all members participating in the discussion and voting in the recommendation letter, as well as the total number of votes in favor and against. Only those faculty present as

the candidate is being reviewed during the deliberations can participate in drafting or approving the letter. In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee. The department chair (or designee) evaluates independently the credentials of the faculty member, the rank structure of the department, and any additional evidence presented, either by the faculty member or from any other source, and makes a recommendation, with reasons, concerning promotion. A copy of that review and recommendation letter will be sent to the faculty member and the dean by the chair of the department.

- E. If either the departmental committee (or group), or the chair (or designee), or both recommend promotion, the faculty member's credentials together with the recommendation of the faculty committee and the chair (or designee) will be forwarded to a promotion committee of the college for consideration. This committee will make an independent evaluation and make a recommendation concerning promotion with reasons (including reasons of the minority), to the dean. The recommendations will indicate the vote of the committee. All eligible committee members should vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's promotion application are defined in section II.C.5. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion.
- F. If neither the faculty committee (or group) nor the chair (or designee) recommend promotion, the faculty member will not be considered for promotion in the coming year unless a review by the college promotion committee and the dean is requested by the faculty member. If a review is requested, the departmental committee and the chair forward all documents to the promotion committee of the college, which examines them and makes a recommendation concerning promotion to the dean following the stipulations of II.E. above. The dean examines all documents, including the recommendation of the college committee, and makes a determination concerning promotion. If the dean's determination is negative and is in accordance with the recommendations of the departmental committee, the chair, and the college committee, then the faculty member is not promoted for the coming year. If the dean's determination is negative and is not in accordance with all previous recommendations, the faculty member may request a further review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final in such cases.
- G. The dean, considering all previous recommendations and all credentials, then makes a recommendation concerning promotion, which is forwarded, with reasons, to the provost and vice president for academic affairs.

- H. The University Promotion and Tenure Committee, consisting of one tenured full professor from each of the major degree-granting academic colleges, examines the facts and all previous recommendations and documentation, and makes a recommendation (with reasons, including minority reasons, if any) concerning promotion which is forwarded to the provost and vice president for academic affairs. All eligible committee members shall vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's promotion application are defined in section II.C.6. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion.
- I. On the basis of all the evaluations and recommendations presented, and after consultation with staff, the provost and vice president for academic affairs makes a decision concerning promotion for the coming year. If the recommendations of the committees and administrators that have previously considered the case have not been in agreement with one another, or if the provost and vice president for academic affairs disagrees with the recommendations that have been in agreement with one another, the provost and vice president for academic affairs shall consult with the chair, the dean, and the University Promotion and Tenure Committee before reaching a final decision. The decision of the provost and vice president for academic affairs will consist of one of the following:
1. promotion
 2. deferral
- J. If the decision of the provost and vice president for academic affairs is for promotion, the faculty member will receive the higher rank in the subsequent academic year. The decision of the provost and vice president for academic affairs will be reported to the president.
- K. The faculty member may request that the president review a negative decision by the provost and vice president for academic affairs. The decision of the president is final.
- L. All promotions are reported by the president to the Board of Visitors.
- M. Copies of the recommendations by all committees, chairs, deans and the provost and vice president for academic affairs shall be provided to the faculty member being considered for promotion. The faculty member will be provided opportunity to correct any factual misinformation in such recommendations by placing a letter in his or her promotion file at any stage, or up until April 1, to the provost and vice president for academic affairs.

- N. The above procedures at the department and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and vice president for academic affairs. Procedures above the college level will be the same as those designated above in all cases.

III. Research Faculty

- A. Promotion to the rank of research professor from the rank of research associate professor and promotion to the rank of research associate professor from the rank of research assistant professor shall be upon the recommendation of the department, chair, college promotion and tenure committee, dean and University Promotion and Tenure Committee to the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against the promotion, the person may request a review by the president. The decision of the president is final.
- B. The process for promotion to the rank of research professor and promotion to the rank of research associate professor will require external evaluation of the quality of the faculty member's research performance from nationally recognized experts in the faculty member's field; procedures for the external review process can be found in section II.B. of this policy.
- C. For those research faculty who only have appointments in one of the University-level research centers, the following promotion policy will apply. Research centers will establish a promotion committee to review faculty promotions and make recommendations to the center director. Appointments to this committee will follow the guidance of section II.C. of this policy pertaining to departments. This promotion committee should include at least one member from the academic department(s) most closely aligned to the center to ensure promotion considerations are being applied equitably between the faculty assigned to that department and those assigned to the center. In centers where fewer than three members hold appointments in the rank being considered or above, the center director will solicit members of the department(s) most closely aligned to the center, in consultation with the chair(s) of those department(s), to form a committee of at least three. The center director will review faculty promotion recommendations and will recommend to the vice president for research those members who have met the promotion criteria. The vice president for research will forward a recommendation regarding promotion to the Office of Academic Affairs for review by the University Promotion and Tenure Committee and the provost and vice president for academic affairs. The University Promotion and Tenure Committee will forward a recommendation to the provost and vice president for academic affairs. If the decision of the provost and vice president for academic affairs is for promotion, the faculty member will receive the higher rank in the subsequent academic year. The faculty member may request that the president review a negative decision by the provost and vice president for academic affairs. The decision of the president is final.

IV. Clinical Faculty

- A. Promotion to the rank of clinical professor from the rank of clinical associate professor and promotion to the rank of clinical associate professor from the rank of clinical assistant professor shall be upon the recommendation of the department promotion and tenure committee, department chair, college promotion and tenure committee, dean and University Promotion and Tenure Committee to the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against the promotion the person may request a review by the president. The decision of the president is final.
- B. The process for promotion to the rank of clinical professor and promotion to the rank of clinical associate professor will require external evaluation of the quality of the faculty member's scholarly activities from nationally recognized experts in the faculty member's field; procedures for the external review process can be found in section II.B. of this policy. The schedule for review will follow that for clinical faculty seeking promotion in rank.

V. Lecturers may be promoted in rank to senior lecturer and senior lecturers may be promoted in rank to master lecturer. The applicable policies are contained in section "Evaluation of Lecturers, Senior Lecturers, and Master Lecturers and Promotion of Lecturers and Senior Lecturers."

VI. Part-time instructional faculty may be promoted in rank (for example, from adjunct assistant professor to adjunct associate professor) upon recommendation of the chair and dean to the provost and vice president for academic affairs. Full documentation of the credentials of the faculty member being recommended for promotion is required. If the provost and vice president for academic affairs denies the promotion, the faculty member may request a review by the president. The decision of the president is final.

ⁱ See the Schedules for Faculty Personnel actions in the appendix for specific dates and actions.

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

PROPOSED REVISIONS TO THE BOARD OF VISITORS POLICY ON EMERITUS/EMERITA APPOINTMENTS

The policy on Emeritus/Emerita Appointments was identified by the Board of Visitors as one of the policies that had not been reviewed in more than five years. The policy was then reviewed by the Faculty Senate, Deans, Provost and Vice President for Academic Affairs, and the President, and several editorial revisions were proposed.

The proposed revisions will be reviewed by the Governance Committee and presented to the Board of Visitors for approval at its meeting in June.

NUMBER: 1441

TITLE: Emeritus/Emerita Appointments

APPROVED: September 28, 1972; Revised August 30, 1990; Revised April 12, 2002; Revised April 7, 2006; Revised June 13, 2008; Revised April 8, 2010; Revised December 3, 2015 (eff. 1/1/16)

I. Emeritus/Emerita Appointments for Tenured Faculty

- A. The title "emeritus/emerita" shall be granted only by the Board of Visitors. The title of emeritus/emerita is granted in recognition of dedicated and meritorious service at Old Dominion University and entitles its holders to commensurate rights and privileges.
- B. Eligibility for the titles of professor emeritus/emerita and associate professor emeritus/emerita shall be limited to full-time tenured faculty upon their retirement.
- C. Administrative officers who hold faculty rank and tenure, except for the president, may be named "emeritus/emerita" upon retirement. The Board of Visitors may in its discretion award the title of "president emeritus/emerita" to a former president upon ~~their~~ ~~his or her~~ retirement from the ~~u~~University or departure from the position. The president emeritus/emerita may, with the approval of the Board of Visitors, continue to serve the ~~u~~University after retirement or departure from the position. Responsibilities of the president emeritus/emerita may include teaching and consulting as well as activities that carry forward the name and reputation of the ~~u~~University.
- D. To be eligible for an emeritus/emerita appointment, a faculty member shall be recommended by ~~his or her~~ their department chair and approved by the dean, provost and vice president for academic affairs, and president, or the process may begin with the recommendation of the provost and vice president for academic affairs.

- E. Should a qualifying faculty member die before actual retirement, ~~his or her~~ their department chair may recommend ~~him or her~~ them for posthumous emeritus/emerita recognition.
- F. Each person receiving the title of emeritus/emerita with faculty status will receive appropriate recognition from the uUniversity.
- G. Emeritus/emerita appointments for faculty carry the following lifetime privileges:
 - 1. Use of the library as a faculty member.
 - 2. Attendance at faculty meetings (nonvoting), at receptions and at academic processions, including commencement.
 - 3. Listing in all uUniversity publications on the same basis as active faculty, to include department websites.
 - 4. Receipt of all uUniversity informational bulletins that are circulated to active faculty.
 - ~~5.~~ Attendance at lectures, concerts, athletic events, banquets, etc., ~~and~~
 - ~~5-6.~~ uUse of uUniversity facilities, including parking lots, on the same basis as active faculty.
 - ~~6-7.~~ Office and laboratory space, or library study space, as available and on a temporary basis, but priority will be given to active faculty, staff, and students when space is limited.
 - ~~7-8.~~ Use of the uUniversity's email account.

II. Emeritus/Emerita Appointments for Non-Tenured Faculty, Librarians and Administrators

- A. The title of emeritus/emerita may also be conferred on retired non-tenured faculty, administrative officers, and librarians with continued appointment of at least 10 years who have given exemplary service to the uUniversity and who are specifically recommended by the president and approved by the Board of Visitors.
- B. To be eligible for this category of emeritus/emerita appointment, a non-tenured faculty member, administrator or librarian shall be recommended by ~~his or her~~ their supervisor and approved by the dean and/or vice president, the provost, and the president. ~~or the process may begin with the recommendation of the relevant vice president.~~
- C. Should a qualifying employee die before actual retirement, ~~his or her~~ their supervisor may recommend ~~him or her~~ them for posthumous emeritus/emerita recognition.

D. Each non-tenured faculty member, administrator or librarian receiving the title of emeritus/emerita will receive appropriate recognition from the [uUniversity](#).

E. Emeritus/emerita appointments in this category carry the following lifetime privileges.

1. Use of the library as a [uUniversity](#) employee.

2. Receipt of all [uUniversity](#) informational bulletins that are circulated to active employees.

3. Attendance at lectures, concerts, athletic events, banquets, etc.

~~3.4.~~ and uUse of [uUniversity](#) facilities, including parking lots, on the same basis as active employees.

4.5. Use of the [uUniversity](#)'s email account.

PROPOSED REVISIONS TO THE POLICY ON DISMISSAL OF FACULTY FROM EMPLOYMENT DUE TO FINANCIAL EXIGENCY OR DISCONTINUANCE OF A PROGRAM OF STUDY OR A DEPARTMENT OF INSTRUCTION

The policy on Dismissal of Faculty from Employment Due to Financial Exigency or Discontinuance of a Program of Study or a Department of Instruction was identified by the Board of Visitors as one of the policies that had not been reviewed in quite some time. The policy was then reviewed by the Faculty Senate, Deans, Provost and Vice President for Academic Affairs, and the President, and several revisions were proposed.

The proposed revisions are intended to make the policy current, and parts of the policy have been reordered to provide clarification. Specific revisions and additions are as follows.

- More specific language has been added about the categories of faculty for dismissal, reassignment or reinstatement.
- Criteria for evaluating faculty considered for dismissal have been added.
- The section on the Faculty Grievance Committee has been expanded to provide clarification and consistency with the Faculty Grievance Policy and the policy on Faculty Grievance Committee and Hearing Panels: Composition and Procedures.
- The title of the policy has been revised to add “as Declared by the Board of Visitors.”

The proposed revisions will be reviewed by the Governance Committee and presented to the Board of Visitors for approval at its meeting in June.

NUMBER: 1463

TITLE: Dismissal of Faculty From Employment Due to Financial Exigency, [as Declared by the Board of Visitors](#), or Discontinuance of a Program of Study or a Department of Instruction

APPROVED: March 11, 1991

A. General

This policy provides for the dismissal of tenured and non-tenured faculty members. [Only the Board of Visitors has the authority to dismiss faculty](#) -from employment due to financial exigency; or the discontinuance of a program of study or department of instruction. [\(hereinafter referred to collectively as "Extraordinary Events"\)](#). [Dismissal of faculty shall be conducted according to the procedures provided in this policy.](#)

B. ~~Authority~~

~~Only the Board of Visitors has the authority to dismiss faculty from employment due to Extraordinary Events. Dismissal of faculty shall be conducted according to the procedures provided in this policy.~~

~~CB.~~ Procedures for the Dismissal of Faculty

~~1.~~ Application

- ~~1. A.~~ Upon the completion of the approval university procedures for a determination of financial exigency, or discontinuance of a program of study or department of instruction, the provost and vice president for academic affairs in consultation with the relevant dean and chair shall determine which faculty members, if any, in the affected programs or departments will be considered for dismissal~~receive notices of dismissal~~.
 - ~~a.~~ The faculty considered for dismissal will be notified that they are under review for possible dismissal.
 - ~~b2.~~ Before deciding to issue notices of dismissal to tenured and nontenured teaching faculty, ~~the~~ provost and vice president for academic affairs shall give due consideration to all of the following.
 - ~~a.~~ Reduction of nonfaculty staff and administrators and to
 - ~~b.~~ Faculty reassignment in the following order: tenured faculty, tenure-track faculty, research faculty, master lecturers, senior lecturers, lecturers, clinical faculty, ~~consistent with the retention of the integrity of the remaining academic programs.~~
 - ~~a-c.~~ Priority for reassignment will be given to faculty with training/expertise in another program.
 - ~~3e.~~ In considering determining which faculty members will receive notices of dismissal, the provost and vice president for academic affairs shall first dismiss nontenured faculty in the affected program of study. ~~Within the categories of tenured or nontenured, a criterion based on the quality of an individual's teaching, research and service may be applied to select those to be dismissed. This policy shall not be used to discriminate against women or minorities.~~
- ~~4.~~ The provost and vice president for academic affairs will use the following order for dismissal: Nontenured faculty – lecturers, clinical, nontenured faculty with joint appointments, research faculty, nontenured tenure-track faculty, tenured faculty.
- ~~5.~~ The provost and vice president for academic affairs in consultation with the relevant college dean and department chair will evaluate faculty considered for dismissal on the quality and productivity for teaching, scholarship/research, and

professional service in accord with the previously established departmental written standards. The evaluation will include productivity for three or more years.

- d6. In determining which tenured faculty members will receive notices of dismissal, the provost and vice president for academic affairs shall give due consideration to any recommendation made by the tenured faculty members of the department involved.
- e. ~~In the event faculty are dismissed pursuant to this policy, a position may not be offered within a program of study or department of instruction to a new candidate within the specialty of the faculty member dismissed for three years following the effective date of the dismissal without first offering to reinstate the dismissed faculty member. The offer to reinstate shall remain open for a reasonable time.~~

C2. Notice of Dismissal

- 1. For purposes of this policy, the academic year shall commence on the first day of classes of the fall semester and end on the date of spring commencement at the end of the second semester.
- 2a. The notice of dismissal provided to a faculty member shall be in writing and shall ~~include advise of~~ (1) the terms and effective date of dismissal, (2) the substantive reason(s) for the decision, (3) the procedures followed in arriving at the decision, and (4) the procedures ~~described herein~~ through which a faculty member may ~~appeal~~ ~~seek review of~~ the decision.
- 3b. The effective date for dismissal of a nontenured faculty member shall be on the expiration date of ~~their his or her~~ academic year contract. Notice of dismissal shall be provided to the faculty member as soon as possible following the decision of the provost and vice president for academic affairs to dismiss and not later than December 15 of the same academic year.
- e4. The effective date for the dismissal of a tenured faculty member shall be on the expiration date of ~~their his or her~~ academic year contract. Notice of dismissal shall be provided to the faculty member as soon as possible following the decision of the provost and vice president for academic affairs to dismiss. In no case shall the notice be less than a full academic year.
- d. ~~For purposes of this policy, the academic year shall commence on the first day of classes of the fall semester and end on the date of spring commencement at the end of the second semester.~~

3D. Review Appeals

- 1a. ~~A decision to issue a A~~ notice of dismissal to a faculty member may be appealed reviewed as described in this section upon the grounds that the decision was arbitrary, capricious, or upon the grounds that, in making the decision, the provost and vice president for academic affairs deviated materially from the policies and procedures of the university. The burden of proof shall be on the faculty member.
- 2b. If a dismissed faculty member requests a review of the decision, the faculty member shall provide a written request to the provost and vice president for academic affairs within fifteen (15) calendar days of the faculty member's receipt of the notice of dismissal. The written request shall describe, with reasonable specificity, the grounds for review.
- 3e. Within seven (7) calendar days after receiving the faculty member's request for review, the provost and vice president for academic affairs shall forward a copy of the request and a copy of the notice of dismissal and any supporting documents to the chair of the Faculty Grievance Committee with a request that the chair initiate the applicable procedures of the committee.
- 4d. The Faculty Grievance Committee must review the appeal and documents and decide if a hearing is warranted within five calendar days. If a hearing is merited, the panel must be formed and briefed within 10 calendar days of receipt of the appeal request to the chair of the grievance committee.

 - a. The Hearing Panel must convene and hold the hearing within seven calendar days after being briefed and provide a decision that is communicated to the chair of the grievance committee within three days.
 - b. The chair of the grievance committee will notify the provost and the faculty member of the Hearing Panel's decision within two days of receiving the decision.
5. Upon the conclusion of the procedures of the Faculty Grievance Committee and upon the provost and vice president for academic affairs' receipt of the committee's recommendation and report, the provost and vice president for academic affairs shall submit the materials to the president with a recommendation to accept, reject or modify the committee's decision. The president may decide to accept, reject or modify the recommendation of the provost and vice president for academic affairs as the president sees fit. If the president decides to reject or modify the recommendation of the committee, the president must provide reasons in writing, within fifteen (15) days of receipt of the materials from the provost and vice president for academic affairs, for that

decision, both to the faculty member and the Grievance Committee. Failure to do so within the time provided (unless for good cause) shall be deemed as assent to the committee's decision.

- 6e. If, after receiving the committee's recommendation, the provost and vice president for academic affairs decides to withdraw the notice of dismissal issued to the faculty member, the notice shall be rescinded in writing and the proceedings closed.
- 7f. If, after receiving the provost and vice president for academic affairs' recommendation and the materials, the president affirms the notice of dismissal or if the faculty member does not make a timely request for review by the president and/ or Board of Visitors, the president shall forward to the Board of Visitors a recommendation that the faculty member be dismissed from university employment in accordance with the terms of the notice.
- E4. Consideration and Decision by the Board of Visitors

 - 1a. During its consideration of a recommendation to dismiss a faculty member, the Board, or an appropriate committee of the Board designated by the Board (hereinafter "the Board"); shall review the record of the case including the recommendations of the provost and vice president for academic affairs, the president and the report of the Faculty Grievance Committee. The Board shall provide the faculty member (~~or his or her designated representative~~) and the president (or the president's designated representative) with an opportunity to make a written statement and if either party should so choose an oral statement. These statements shall be based upon the record of the case. The Board, in its discretion, may request additional evidence from either party, which shall be disclosed to the other party.
 - 2b. Faculty members from the same program of study, department of instruction, or college may make a collective statement before the Board if they should so choose and if desired by the Board.
 - 3e. After its consideration of a recommendation to dismiss a faculty member, the Board may decide to accept the recommendation to dismiss the faculty member, alter the terms of the recommendation, or decide not to dismiss the faculty.
 - 4d. The Board shall provide written notification of its decision to the faculty member and to the president within sixty (60) calendar days of its receipt of the president's recommendation.

- 5e. If the Board's decision is not rendered within sixty (60) days as provided in paragraph ~~CE.4.d.~~, such failure to act shall be deemed a decision not to dismiss the faculty member.

F. Future Actions

1. In the event faculty are dismissed pursuant to this policy, a position may not be offered within a program of study or department of instruction to a new candidate within the specialty of the faculty member dismissed for at least three years following the effective date of the dismissal without first offering to reinstate the dismissed faculty member. The offer to reinstate shall remain open for a reasonable time and shall be based on past performance of the faculty member.
2. Priorities for faculty reinstatement are tenured, non-tenured tenure track, research faculty, faculty with joint appointments, non-tenured faculty – lecturers, clinical.

NUMBER: 1463

TITLE: Dismissal of Faculty From Employment Due to Financial Exigency, as Declared by the Board of Visitors, or Discontinuance of a Program of Study or a Department of Instruction

APPROVED: March 11, 1991

A. General

This policy provides for the dismissal of tenured and non-tenured faculty members. Only the Board of Visitors has the authority to dismiss faculty from employment due to financial exigency or the discontinuance of a program of study or department of instruction. Dismissal of faculty shall be conducted according to the procedures provided in this policy.

B. Procedures for the Dismissal of Faculty

1. Upon the completion of the approval university procedures for a determination of financial exigency, or discontinuance of a program of study or department of instruction, the provost and vice president for academic affairs in consultation with the relevant dean and chair shall determine which faculty members, if any, in the affected programs or departments will be considered for dismissal.
 - a. The faculty considered for dismissal will be notified that they are under review for possible dismissal.
2. The provost and vice president for academic affairs shall give due consideration to all of the following.
 - a. Reduction of nonfaculty staff and administrators
 - b. Faculty reassignment in the following order: tenured faculty, tenure-track faculty, research faculty, master lecturers, senior lecturers, lecturers, clinical faculty
 - c. Priority for reassignment will be given to faculty with training/expertise in another program.
3. In considering which faculty members will receive notices of dismissal, the provost and vice president for academic affairs shall first dismiss nontenured faculty in the affected program of study.
4. The provost and vice president for academic affairs will use the following order for dismissal: Nontenured faculty – lecturers, clinical, nontenured faculty with joint appointments, research faculty, nontenured tenure-track faculty, tenured faculty.

5. The provost and vice president for academic affairs in consultation with the relevant college dean and department chair will evaluate faculty considered for dismissal on the quality and productivity for teaching, scholarship/research, and professional service in accord with the previously established departmental written standards. The evaluation will include productivity for three or more years.
6. In determining which tenured faculty members will receive notices of dismissal, the provost and vice president for academic affairs shall give due consideration to any recommendation made by the tenured faculty members of the department involved.

C. Notice of Dismissal

1. For purposes of this policy, the academic year shall commence on the first day of classes of the fall semester and end on the date of spring commencement at the end of the second semester.
2. The notice of dismissal provided to a faculty member shall be in writing and shall include (1) the terms and effective date of dismissal, (2) the substantive reason(s) for the decision, (3) the procedures followed in arriving at the decision, and (4) the procedures through which a faculty member may appeal the decision.
3. The effective date for dismissal of a nontenured faculty member shall be on the expiration date of their academic year contract. Notice of dismissal shall be provided to the faculty member as soon as possible following the decision of the provost and vice president for academic affairs to dismiss and not later than December 15 of the same academic year.
4. The effective date for the dismissal of a tenured faculty member shall be on the expiration date of their academic year contract. Notice of dismissal shall be provided to the faculty member as soon as possible following the decision of the provost and vice president for academic affairs to dismiss. In no case shall the notice be less than a full academic year.

D. Appeals

1. A notice of dismissal to a faculty member may be appealed upon the grounds that the decision was arbitrary, capricious, or upon the grounds that, in making the decision, the provost and vice president for academic affairs deviated materially from the policies and procedures of the university. The burden of proof shall be on the faculty member.

2. If a dismissed faculty member requests a review of the decision, the faculty member shall provide a written request to the provost and vice president for academic affairs within fifteen (15) calendar days of the faculty member's receipt of the notice of dismissal. The written request shall describe, with reasonable specificity, the grounds for review.
3. Within seven (7) calendar days after receiving the faculty member's request for review, the provost and vice president for academic affairs shall forward a copy of the request and a copy of the notice of dismissal and any supporting documents to the chair of the Faculty Grievance Committee with a request that the chair initiate the applicable procedures of the committee.
4. The Faculty Grievance Committee must review the appeal and documents and decide if a hearing is warranted within five calendar days. If a hearing is merited, the panel must be formed and briefed within 10 calendar days of receipt of the appeal request to the chair of the grievance committee.
 - a. The Hearing Panel must convene and hold the hearing within seven calendar days after being briefed and provide a decision that is communicated to the chair of the grievance committee within three days.
 - b. The chair of the grievance committee will notify the provost and the faculty member of the Hearing Panel's decision within two days of receiving the decision.
5. Upon the conclusion of the procedures of the Faculty Grievance Committee and upon the provost and vice president for academic affairs' receipt of the committee's recommendation and report, the provost and vice president for academic affairs shall submit the materials to the president with a recommendation to accept, reject or modify the committee's decision. The president may decide to accept, reject or modify the recommendation of the provost and vice president for academic affairs as the president sees fit. If the president decides to reject or modify the recommendation of the committee, the president must provide reasons in writing, within fifteen (15) days of receipt of the materials from the provost and vice president for academic affairs, for that decision, both to the faculty member and the Grievance Committee. Failure to do so within the time provided (unless for good cause) shall be deemed as assent to the committee's decision.
6. If, after receiving the committee's recommendation, the provost and vice president for academic affairs decides to withdraw the notice of dismissal issued to the faculty member, the notice shall be rescinded in writing and the proceedings closed.

7. If, after receiving the provost and vice president for academic affairs' recommendation and the materials, the president affirms the notice of dismissal or if the faculty member does not make a timely request for review by the president and/ or Board of Visitors, the president shall forward to the Board of Visitors a recommendation that the faculty member be dismissed from university employment in accordance with the terms of the notice.

E. Consideration and Decision by the Board of Visitors

1. During its consideration of a recommendation to dismiss a faculty member, the Board, or an appropriate committee of the Board designated by the Board (hereinafter "the Board") shall review the record of the case including the recommendations of the provost and vice president for academic affairs, the president and the report of the Faculty Grievance Committee. The Board shall provide the faculty member and the president (or the president's designated representative) with an opportunity to make a written statement and if either party should so choose an oral statement. These statements shall be based upon the record of the case. The Board, in its discretion, may request additional evidence from either party, which shall be disclosed to the other party.
2. Faculty members from the same program of study, department of instruction, or college may make a collective statement before the Board if they should so choose and if desired by the Board.
3. After its consideration of a recommendation to dismiss a faculty member, the Board may decide to accept the recommendation to dismiss the faculty member, alter the terms of the recommendation, or decide not to dismiss the faculty.
4. The Board shall provide written notification of its decision to the faculty member and to the president within sixty (60) calendar days of its receipt of the president's recommendation.
5. If the Board's decision is not rendered within sixty (60) days as provided in paragraph E.4., such failure to act shall be deemed a decision not to dismiss the faculty member.

F. Future Actions

1. In the event faculty are dismissed pursuant to this policy, a position may not be offered within a program of study or department of instruction to a new candidate within the specialty of the faculty member dismissed for at least three years following the effective date of the dismissal without first offering to reinstate the

dismissed faculty member. The offer to reinstate shall remain open for a reasonable time and shall be based on past performance of the faculty member.

2. Priorities for faculty reinstatement are tenured, non-tenured tenure track, research faculty, faculty with joint appointments, non-tenured faculty – lecturers, clinical.