

MEMORANDUM

TO: Board of Visitors Audit, Compliance and Human Resources Committee
Armistead D. Williams, Jr., Chair
Maurice D. Slaughter, Vice Chair
R. Bruce Bradley (*ex-officio*)
P. Murry Pitts (*ex-officio*)
Robert A. Broermann
Peter G. Decker, III
Larry R. Hill
Brian K. Holland
Toykea S. Jones
Wie Yusuf (Faculty Representative)

FROM: Amanda Skaggs, Chief Audit Executive
September Sanderlin, VP for Human Resources Diversity, Equity and Inclusion

DATE: June 8, 2023

SUBJECT: Meeting of the Committee, June 15, 2023

The Board of Visitors Audit, Compliance and Human Resources Committee will meet on Thursday, June 15, 2023 at 3:00 p.m. in the Board Room of the Kate and John R. Broderick Dining Commons. Enclosed for your review are the agenda and supporting documents.

AGENDA

- I. Approval of Minutes – The Committee will consider a motion to approve the minutes of the Audit and Compliance Committee meeting held on April 20, 2023.
- II. Report from the Chief Audit Executive – Amanda Skaggs
 - A. Presentation of Completed Audit Reports
 - i. Activity and Status of Open Audit Issues Since April 2023
 - B. Annual Risk Assessment Process
 - C. FY2023 Audit Plan Status including Open Audit Projects
 - i. Housing and Residence Life
 - ii. Athletic Business Office
 - iii. Enterprise Data Storage and Recovery
 - iv. Salesforce TargetX – Customer Relationship Manager
 - v. Student Financial Aid
 - vi. College of Engineering and Technology
 - vii. Special Projects and Other Activities

- D. Proposed Modifications to FY2023 Audit Plan and Proposed FY2024 Audit Plan
- III. Closed Session – Convene in closed session to discuss the performance of specific departments where such evaluation will necessarily involve discussion of the performance of specific individuals as permitted by the Code of Virginia Section 2.2-3711 (A)(1).
- IV. Reconvene in Open Session and FOIA Certification
- V. Report from the Vice President for Human Resources Diversity, Equity, and Inclusion – September Sanderlin
 - A. FY2023 Commonwealth Department of Human Resources Policy Updates
 - i. Policy 1.61 – Teleworking
 - ii. Policy 2.10 – Hiring
 - iii. Policy 3.05 – Compensation
 - iv. Policy 4.10 – Annual Leave Policy
 - v. Policy 4.20 – Family and Medical Leave
 - B. Administrative and Professional Faculty Appointments
- VI. Adjourn



OLD DOMINION UNIVERSITY

Activity and Status of Audit Issues Since April 2023

University Audit Department
June 8, 2023

Activity and Status of Audit Issues Since April 2023

The University Audit Department follows up with management as to the status of previously recommended corrective actions related to issues identified in previous audit reports. In accordance with the Statement of Policies of the University Audit Department, which was approved by the Board of Visitors, the Chief Audit Executive is responsible for ensuring that individual departments have taken appropriate actions to correct internal control weaknesses and matters of compliance, which were reported at the conclusion of the audit engagements.

For purposes of the follow-up, interviews with appropriate departmental personnel were conducted to obtain updates on the corrective actions outlined by management responses to the original audit report. In order to confirm corrective action, examination of documentation and appropriate audit testing was also conducted. The following scale was used to rate management's actions for the degree to which they address the audit point.

Status Rating	Criteria
Complete	Actions taken completely address the concerns cited in the audit point or were rectified to the extent reasonably possible.
In Progress	Corrective action is actively taking place. Some aspects may be complete; however, additional steps need to be taken to address all the main concerns of the original issue.
Planned	An action plan has been decided upon but has not yet commenced or only minimally begun.

Summary of Activity

There were 28 open action items in the April report, and 12 new action items have since been added. Two items are now complete. The University Audit Department is actively tracking the remaining 38 open action items.

The status of previously reported issues is presented by engagement title, executive area, and report date in the tables that follow.

Activity and Status of Audit Issues Since April 2023

Issue Status by Engagement

Engagement Title	Report Date	# of Issues Closed Since 4/12/2023	# of Issues Open as of 6/6/2023
Board Governance	6/04/20	0	1
Design and Capital Construction	11/25/20	0	2
Office of Research (Operational/Financial)	11/30/20	0	6
Academic Affairs*	3/17/21	0	5
Information Technology Services (ITS) Operational	4/09/21	0	1
Facilities Events and Equipment	11/16/21	1	1
Office of Visa and Immigration Service Advising	4/05/22	0	2
Tennis Center	4/07/22	0	3
Banner Workflows	5/25/22	0	1
Cybersecurity: Intrusion Detection and Incident Response	9/08/22	0	1
University Libraries	11/07/22	0	4
Desktop Management	3/10/23	0	1
Police Department Fiscal Activities FY2022	3/10/23	1	2
College of Sciences	4/06/23	0	8

Summary Status by Executive Area

Audit Engagement Title	Report Date	# of Issues Closed Since 4/12/2023	# of Issues Open as of 6/6/2023
Academic Affairs			
Academic Affairs*	3/17/21	0	5
Office of Visa and Immigration Service Advising	4/07/22	0	2
University Libraries	11/07/22	0	4
College of Sciences	4/06/23	0	8
Administration and Finance			
Design and Capital Construction	11/25/20	0	2
Information Technology Services	4/09/21	0	1
Banner Workflows	5/25/22	0	1
Cybersecurity: Intrusion Detection and Incident Response	9/08/22	0	1
Desktop Management	3/10/23	0	1
Police Department Fiscal Activities FY2022	3/10/23	1	2
Athletics			
Facilities Events and Equipment	11/16/21	1	1
Tennis Center	4/07/22	0	3
Research			
Office of Research (Operational/Financial)	11/30/20	0	6
Board of Visitors			
Board Governance	6/04/20	0	1

*An Interim Report was issued on August 28, 2020, which contained 3 of these issues.

Activity and Status of Audit Issues Since April 2023

Action Plan Status by Report Date

Executive Area	Audit Title	Audit Observation	Category	Report Date	Original Due Date	Status
Board of Visitors	Board Governance	Bylaw and Board Manual Review Cycle	Governance	6/04/20	12/31/21	In Progress
Administration and Finance	Design and Capital Construction	Budget Reconciliation Process	Control	11/25/20	6/30/21	In Progress
		Non-capital Construction Planning Process	Control	11/25/20	6/30/21	In Progress
Research	Office of Research (Operational/Financial)	Intellectual Property	Compliance and Control	11/30/20	6/01/21	In Progress
		Research Conflicts of Interests Management	Compliance and Control	11/30/20	1/31/21	In Progress
		Emergency Management Plans**	Compliance	11/30/20	12/15/20	In Progress
		Budget Management	Control	11/30/20	12/15/20	In Progress
		Lease Arrangements	Compliance and Control	11/30/20	3/31/21	In Progress
		Research Center Evaluations	Compliance and Control	11/30/20	1/31/23	In Progress
Academic Affairs	Academic Affairs	Budget Management	Control	3/17/21	10/30/20	In Progress
		Compliance Training	Compliance	3/17/21	1/30/21	In Progress
		Performance Evaluation Monitoring	Control	3/17/21	1/30/21	In Progress
		Overload Payments	Control and Compliance	3/17/21	5/01/21	In Progress
		Faculty Self-Service User Account Management	IT Control	3/17/21	9/30/21	In Progress
Administration and Finance	Information Technology Services (ITS) Operations	Door Access	Control	4/09/21	12/31/21	In Progress
Athletics	Facilities Events and Equipment	Apparel Inventory Management	Control and Internal Compliance	11/16/21	1/01/23	In Progress
		Records Management	State and Internal Compliance	11/16/21	1/01/23	Complete
Academic Affairs	Office of Visa and Immigration Service Advising	I-9 Compliance for Non-Immigrants	Federal Compliance	4/05/22	7/01/22	In Progress
		Reconciliation of Visa Holder Data	Operations Control	4/05/22	7/01/22	In Progress
Athletics	Tennis Center	Internal Rates Charges and Discounts for Services	Internal Compliance	4/07/22	7/01/22	In Progress
		Records Management	State and Internal Compliance	4/07/22	7/01/23	Planned
		Goal Setting and Assessment	Effectiveness	4/07/22	7/01/23	Planned

Activity and Status of Audit Issues Since April 2023

Executive Area	Audit Title	Audit Observation	Category	Report Date	Original Due Date	Status
Administration and Finance	Banner Workflows	Fixed Asset Workflow Usage and Maintenance	Operational Effectiveness	5/25/22	7/31/22	Planned
Administration and Finance	Cybersecurity: Intrusion Detection and Incident Response	SecOps Handbook and Alert Documentation	Procedure and Documentation	9/08/22	8/15/23	Planned
Academic Affairs	University Libraries	Records Management	State Compliance	11/07/22	12/31/23	Planned
		Budget Management	Financial Control and Internal Compliance	11/07/22	7/01/23	Planned
		Overdue and Lost Materials	Internal Control	11/07/22	7/01/23	Planned
		Discretionary Accounts	Financial	11/07/22	7/01/23	Planned
Administration and Finance	Desktop Management	Remediation of Patch Failures	IT Asset Management	3/10/23	7/01/23	Planned
Administration and Finance	Police Department Fiscal Activities FY2022	Expenses	Control	3/10/23	6/30/23	Planned
		Budget Management	Control	3/10/23	12/31/22	In Progress
		Fixed Assets	Internal Compliance	3/10/23	1/31/23	Complete
Academic Affairs	College of Sciences	Records Management	State Compliance	4/06/23	7/01/23	Planned
		Emergency Management	Internal Compliance	4/06/23	12/01/23	Planned
		Fixed Asset Management	Control and Internal Compliance	4/06/23	12/01/23	Planned
		Reporting of Chemical Inventories	Compliance	4/06/23	12/01/23	Planned
		Adjunct Faculty Evaluations	Internal Compliance	4/06/23	6/30/23	Planned
		Web Time Entry Overrides	Control and Internal Compliance	4/06/23	6/30/23	Planned
		Budget Reconciliations	Control and Internal Compliance	4/06/23	9/01/23	Planned
		Discretionary Account Management	Financial	4/06/23	10/01/23	Planned

**The Office of Emergency Management has responsibility for the approval action needed.

MODIFICATIONS PROPOSED

OLD DOMINION UNIVERSITY University Audit Department Audit Plan FY 2022-2023

SCHEDULED ENGAGEMENTS

Audits	Area	Estimated Hours	Group Total	
Budget Office	Administration and Finance	350		
Endowment Spending	Various	250		
College of Engineering	Academic Affairs	400		
Student Financial Aid	Student Engagement and Enrollment Services	350		
NCAA Compliance: Recruitment	Athletics	350		
Amazon Web Services Cloud Computing Environment	Administration and Finance	400		
Salesforce TargetX - Customer Relationship Manager	Multiple	400		
				2,500
Annual Engagements	Area	Estimated Hours		Group Total
Office of the President FY2022 Expenditures	Office of the President	125		
Police Department Fiscal Activities FY2022	Administration and Finance	200		
			325	
Assisting Others	Area	Estimated Hours	Group Total	
Audit Outreach	University Wide	100		
Web Time Entry Override Reports	University Wide	70		
Auditor of Public Accounts Assistance	Various	200		
			370	
Audits Started In Prior Fiscal Year	Area	Estimated Hours	Group Total	
Desktop Management	Administration and Finance	75		
Athletics Business Office	Athletics	100		
Housing and Residence Life	Student Engagement and Enrollment Services	300		
University Libraries	Academic Affairs	325		
College of Sciences	Academic Affairs	180		
Cybersecurity: Intrusion Detection and Incident Response	Administration and Finance	125		
Enterprise Data Storage and Recovery	Administration and Finance	325		
				1,430
Total Scheduled Audits			4,625	

OTHER AUDIT ACTIVITIES

Activity	Estimated Hours	Group Total	
Audit and Compliance Committee Activities	200		
Audit Planning and Risk Assessment	100		
Fraud Waste and Abuse Hotline	100		
Follow-Up Activities for Open Action Items	300		
Policy Review Committee	100		
Audit Software Administration	25		
Annual Internal Quality Assurance Activities	100		
Continuing Professional Development	200		
Special Requests / Unscheduled Audits / Investigations	400		
			1,525
Total Other Audit Activities			1,525

Total Audit Hours

6,150

PROPOSED

**OLD DOMINION UNIVERSITY
University Audit Department
Audit Plan
FY 2023-2024**

SCHEDULED ENGAGEMENTS

Audits	Area	Estimated Hours	Group Total
Onboarding Processes (Classified and AP Faculty)	Multiple	350	
Provisioning of Affiliate Access	Multiple	200	
Registrar's Office	Academic Affairs	350	
NCAA Compliance: Recruitment	Athletics	350	
Accounts Receivable: Student Billing	Administration and Finance	350	
Amazon Web Services Cloud Computing Environment	Administration and Finance	400	
IT Project Management	Administration and Finance	300	
Endowment Spending	Multiple	200	
			2,500
Annual Engagements	Area	Estimated Hours	Group Total
Office of the President FY2023 Expenditures	Office of the President	125	
Police Department Fiscal Activities FY2023	Administration and Finance	200	
			325
Assisting Others	Area	Estimated Hours	Group Total
Audit Outreach	University Wide	100	
Web Time Entry Override Reports	University Wide	70	
			170
Audits Started In Prior Fiscal Years	Area	Estimated Hours	Group Total
Housing and Residence Life	Student Engagement and Enrollment Services	75	
Athletics Business Office	Athletics	120	
Enterprise Data Storage and Recovery	Administration and Finance	150	
Salesforce TargetX - Customer Relationship Manager	Multiple	150	
College of Engineering	Academic Affairs	300	
Student Financial Aid	Student Engagement and Enrollment Services	200	
			995
Total Scheduled Audits			3,990

OTHER AUDIT ACTIVITIES

Activity	Estimated Hours	Group Total
Audit and Compliance Committee Activities	200	
Audit Planning and Risk Assessment	100	
Fraud Waste and Abuse Hotline	150	
Follow-Up Activities for Open Action Items	300	
Policy Review Committee	50	
Audit Software Administration	25	
External Quality Assurance Review / Quality Assurance Improvement Program	500	
Continuing Professional Development	200	
Special Requests / Unscheduled Audits / Investigations	400	
Total Other Audit Activities		1,925

Total Audit Hours **5,915**

ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Audit, Compliance and Human Resources Committee, the Board of Visitors approves the following administrative and professional faculty.

<p>Katherine Bishop Director of Operations and Project Management, University Marketing Katherine Bishop holds a bachelor’s degree in communications with a minor in Business from Virginia Wesleyan University. Prior to coming to Old Dominion University, Ms. Bishop served as an Account Coordinator for Otto Design & Marketing Group, Marketing Project Manager for OVM Financial and Media Coordinator for Meridian Group Ad Agency.</p>	<p>\$72,000</p>	<p>5/10/2023</p>	<p>12 mos</p>
<p>Chrisie Brown Director of Creative Services, Athletics Chrisie Brown holds a Bachelor of Fine Arts, Graphic Design from Old Dominion University. She brings experience having served as the Assistant Director of Athletic Publishing & Creative Services for the ODU Athletics External Relations Office and Creative Director for HotSpot Marketing.</p>	<p>\$55,125</p>	<p>5/10/2023</p>	<p>12 mos Emergency Hire</p>
<p>Andrew Casa Director of Player Personnel, Athletics Andrew Casa received a Bachelor of Science in Athletic Coaching Education from West Virginia University. Mr. Casa brings prior experiences serving as an Assistant Director of Recruiting and Football Recruiting Assistant (Offensive Recruiting Coordinator) for West Virginia University.</p>	<p>\$65,000</p>	<p>4/10/2023</p>	<p>12 mos</p>
<p>Jessica Corder Applied Research Cloud Architect, Virginia Modeling, Analysis and Simulation Center Jessica Corder holds a bachelor’s degree in Computer Engineering from Old Dominion University. Ms. Corder brings experiences having served as a Senior Project Scientist/Capabilities Lab Coordinator for the Virginia Modeling, Analysis and Simulation Center and Project Scientist/Capabilities Lab and Integration Manager for the Old Dominion University Research Foundation.</p>	<p>\$85,000</p>	<p>5/25/2023</p>	<p>12 mos</p>
<p>Sarah Crowe Civil Rights / Title IX Investigator, Institutional Equity & Diversity Sarah Crow received a Bachelor of Arts in Foreign Languages from Old Dominion University and a Juris Doctorate from William Mary Law School. Previously, Ms. Crow worked as a Judicial Law Clerk in the Portsmouth Circuit Court and Public Service Fellow in the Office of the Portsmouth Commonwealth’s Attorney.</p>	<p>\$80,000</p>	<p>5/10/2023</p>	<p>12 mos</p>
<p>Carolyn Crutchfield Executive Senior Associate AD for Sports Administration & External Affairs / Senior Women’s Administrator, Athletics Carolyn Crutchfield holds a Bachelor of Business Administration and a Bachelor of Arts in Psychology from the University of Notre Dame. She received a Master of Science in Sport Management from the University of Tennessee. Ms. Crutchfield served as the Executive Senior Associate AD, Sport Administration and External Affairs, Deputy Title IX Coordinator Sport Administrator: Women’s Basketball, Volleyball, Field Hockey, Women’s Lacrosse, Men’s & Women’s Gold, Cheer, Dynastic Dance for Old Dominion University. She brings experience having also served as the Associate Athletic Director, Revenue and Strategic Marketing Senior Women’s Administrator: Women’s Basketball, Volleyball, Women’s Soccer, Cheer, Dynastic Dance at Old Dominion University.</p>	<p>\$110,250</p>	<p>5/10/2023</p>	<p>12 mos</p>

Laura Donato	\$48,000	6/10/2023	12 mos
Advisor / Success Coach, Center for Major Exploration			
Laura Donato holds a Bachelor of Science in Education and Sport Science from Costal Carolina University and a Master of Science in Educational – Educational Leadership: Higher Education from Old Dominion University. Ms. Donato has served as an Academic Advisor & Success Coach for ODU, a Fraternity & Sorority Life Assistant Director, and Fraternity & Sorority Life Coordinator for Georgia Southern University, and as a Fraternity & Sorority Life Project Manager for ODU.			
Brian Eubank	\$130,000	4/25/2023	12 mos
Executive Director of University Licensing, Licensing Royalties			
Brian Eubank received a Bachelor of Science in Business Administration with a concentration in Marketing from Longwood University. Prior to joining Old Dominion University, Mr. Eubank served as the Director of University Partnerships for Affinity Licensing, Sales Manager for Prince Ink, Director of Sales for Real Response, and Regional Vice President for Learfield Learning Partners (Learfield Sports).			
Brandon Feldhaus	\$75,000	6/10/2023	12 mos
Senior Project Scientist, Office of Research/VMASC			<i>Emergency Hire</i>
Brandon Feldhaus holds a Bachelor of Scientist in Computer Science and a Master of Science in Computer Science from Old Dominion University. Mr. Feldhaus’ experiences include working for the ODU Virginian Modeling, Analysis, and Simulation Center (VMAC) as a Full Stack Developer, Project Science, Graduate Research Assistant and Undergraduate Research Assistant.			
Kaitlyn Gadsby	\$45,000	5/25/2023	12 mos
Athletic Academic Advisor, Athletics			<i>Emergency Hire</i>
Kaitlyn Gadsby holds a Masters in Higher Education Administration with a concentration in Sport Administration from the University of Louisville and a Bachelor of Science in Exercise Science with a minor in Sports Management from Old Dominion University. Ms. Gadsby brings experience as an Assistant Director of Student-Athlete Services/Learning Specialist for Central Michigan University, Assistant Athletic Advisor for the University of Louisville, and Student-Athlete Academic Services Student-Worker for ODU.			
Ebony Gholston	\$55,000	4/25/2023	12 mos
Case Manager, VP Student Engagement & Enrollment Services			
Ebony Gholston holds Bachelor of Arts in Psychology with a Trauma Certificate from the University of Missouri and a Master of Arts in Counseling from Webster University. Prior to coming to Old Dominion University, Ms. Gholston served as a Healthcare Navigator for the Virginia Beach Community Development Corporation, Family Case Manager for Forkids, Master’s Level Case Manager for the BJC-Behavioral Health, and Case Manager Supportive Services for Veteran Families for the St. Patrick Center.			
Gretchen Gregor	\$55,527	4/10/2023	12 mos
Academic Coordinator and Program Manager, Department of Electrical and Computer Engineering			
Ms. Gregor received a B.S. in Human Services with minors in Psychology and Sociology, a Certificate in Diversity Studies, and a M.S. in Education- Higher Education Leadership with a concentration in Student Affairs Administration from Old Dominion University. Prior to joining the Department of Electrical and Computer Engineering, Ms. Gregor served as the Graduate Services Coordinator for Old Dominion University’s School of Nursing.			

Vincent Hodges	\$70,000	4/25/2023	12 mos
ICAR Fiscal and Program Manager, Coastal Resiliency Authority			
Vincent Hodges received a Bachelor of Arts in Business Administration from Saint Leo University, a Master of Social Work from Norfolk State University. Mr. Hodges brings experience as a Government Contract Analyst for the United States Coast Guard and as a Certified and Awarded Air Traffic Controller and Logistician with the United States Navy. Most recently, he worked as a Housing and Environmental Justice Organizer/. New Virginia Majority for the Hampton Roads area and Internship/Clinical Social Work Intern for the Steven A. Cohen Military Family Clinic.			
Saige Johnston	\$58,000	5/10/2023	12 mos
Outreach, Recruiting, and Academic Advisor, College of Engineering and Technology			
Saige Johnston received a Bachelor of Arts in Criminal Justice with minors in Psychology and Forensic Studies and a Master of Arts in Counseling from Edinboro University. Ms. Johnston has served as a Student Success Advisor for Old Dominion University and as a Student Success Retention Coordinator for Christopher Newport University.			
Ryan Kirk	\$41,350	4/25/2023	12 mos
Admission Counselor, Undergraduate Admissions			
Ryan Kirk received a Bachelor of Arts in Communication from Old Dominion University. He brings experience having served as an Undergraduate Admissions Counselor for Old Dominion University, Guest Services Supervisor and Lead Ticket Seller for Bretton Woods Ski Resort.			
Kate Ledger	\$180,000	6/10/2023	12 mos Exceptional Hire
Associate Vice President for Marketing & Outreach, Digital Learning			
Kate Ledger holds a master's degree, Administration and Policy Studies from The University of Pittsburg and a Bachelor of Arts in Advertising and Public Relations from The Pennsylvania State University. She brings experience having served as an Assistant Vice Chancellor for Marketing, Executive Director of Marketing and Engagement, Director, Marketing Communication for the University of Pittsburg.			
Eric Magner	\$80,000	4/25/2023	12 mos
Civil Rights / Title IX Investigator, Institutional Equity & Diversity			
Mr. Magner holds a B.A in Social sciences from the University of North Dakota and a J.D from the University of Massachusetts School of Law. Previously, he was a Government Relations Advocate Consultant and served in the United States Navy.			
Samuel McDonald	\$65,000	4/10/2023	12 mos
Coordinator for Strategic Communications and Outreach, Office of the Dean, College of Arts & Letters			
Samuel McDonald received a Bachelor of Arts in Journalism with a concentration in English Literature from the University of North Carolina at Chapel Hill. Prior to coming to Old Dominion University, Mr. McDonald served as a Senior Writer for Media Fusion, Writer/Speech Writer at Genex Systems/ Media Fusion, and Public Relations for Genex Systems.			
Donald Morrison	\$78,894	4/25/2023	12 mos
Senior Auditor, University Audit Department			

Donald “Trip” Morrison earned a Bachelor of Science in Business Administration with a concentration in Accounting & Finance from Longwood University. Prior to joining ODU, Mr. Morrison worked as an Internal Auditor for TowneBank and Audit & Tac Associate for Yount, Hyde, Barbour P.C.

Patricia Nelson \$70,000 5/10/2023 12 mos
 Director of Financial Operations, Darden College of Education
 Patricia Nelson received a B.S. in Accounting and B.S. in Business Administration, Finance concentration from Christopher Newport University. She brings prior experiences having served as a Controller, Hampton Structural for Howmet Aerospace, Manager for William & Mary, Executive Consultant for Power Mechanical, Inc., and Supervisor F&BS for Dominion Energy.

Kevin O’Brien \$75,000 6/10/2023 12 mos
 Senior Project Scientist, Office of Research/VMASC
 Kevin O’Brien holds a Bachelor of Scientist in Computer Science from Old Dominion University. Prior to this appointment, Mr. O’Brien worked at VMASC as a Software Developer Specialist, Research Assistant and Undergraduate Research Assistant.

Jakob Petersen \$48,195 6/10/2023 12 mos
 Student Success Advisor, Advising Administration and Academic Partnership
 Jakob “Jake” Petersen earned a Master of Science degree in Athletic Administration from Union College and a Bachelor of Arts in Business Administration from Maryville College. Prior to his appointment to ODU, Mr. Petersen worked as a Full Time Assistant Coach/Recruiting Coordinator for Union College and also served as the Academic Success Coach for the Clinton Lumberkings Baseball team.

Tahj Scott \$45,202 5/25/2023 12 mos
 Athletic Academic Advisor, Athletics
 Tahj Scott received a Bachelor of Arts in Psychology from Norfolk State University and a Master of Business Administration from St. Andrews University. Mr. Scott has served as a Student-Athlete Development Coordinator and Athletic Academic Advisor for ODU. He brings experiences as the CEO/ Career Coach / Student-Athlete Development Specialist for Rise to The Occasion, LLC., Director of Athletic Academic Support/ Life Skills at Hampton University and Residence Life Coordinator / Asst. Basketball Coach for Richard Bland College.

Robert Shelton \$175,000 4/25/2023 12 mos
 Chief of Police, Police
 Shelton earned a Bachelor of Arts in Criminal Justice from Saint Leo University and Master of Legal Studies from the Sandra Day O’Connor College of Law at Arizona State University. Shelton was recently certified as a Law Enforcement Command Executive by the Virginia Association of Chiefs of Police. He was part of an inaugural class of law enforcement executives to go through a rigorous examination of training, education, command experience and public service to receive this distinction, and the first campus police chief to be recognized with this certification. Shelton began his career with Portsmouth Police Department and has continued long ties in Hampton Roads. Starting in 2004, Shelton held numerous command positions with the department as Captain and Interim Assistant Chief of the Operations Bureau. He demonstrated commendable service in investigations, tactical operations, special operations, and uniform patrol units throughout his 28 years with the Portsmouth Police Department. Shelton then joined ODU as Captain in 2015 and has served as Interim Chief since April 2022. Since this time, he has upheld responsibility for the administration of operations for the University’s police department and the highest level of safety for students, faculty, staff, and visitors through leadership and executive oversight of the nationally and internationally accredited police department.

Yolanda Spooney \$87,526 4/25/2023 12 mos
 Senior Auditor, University Audit Department
 Yolanda Spooney holds a PhD in Business with a concentration in Accounting from Capella University, a Master of Accountancy from the University of North Florida, Master of Science in Management from Hampton University,

and a Bachelor of Science in Accounting from Cleveland State University. Ms. Spooner served as Controller/ AVP-Office of the Controller for Morehouse School of Medicine, Accounting Manager at Fort Monroe Authority and as a Certified Public Accountant for Spooner CPA and Associates.