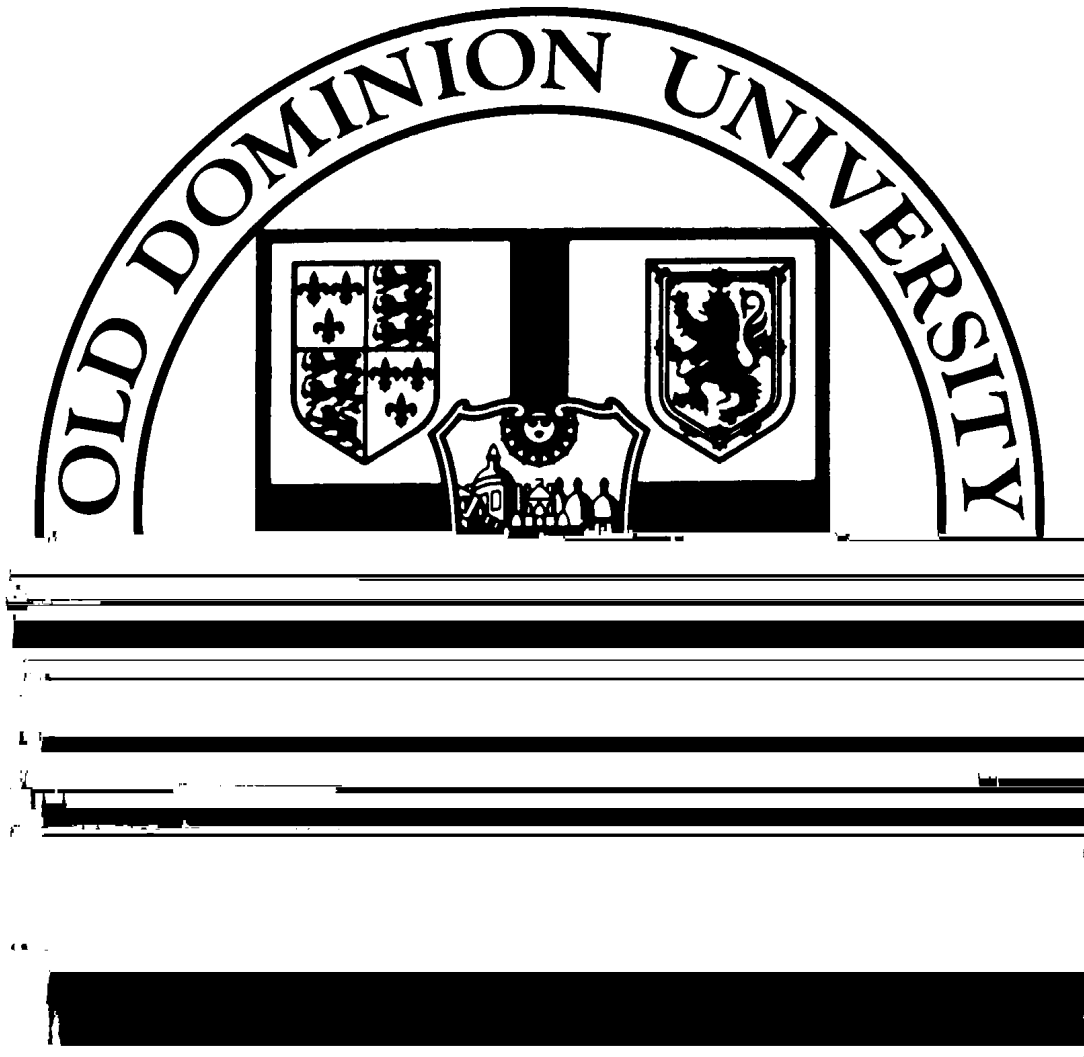


# AGENDA



Old Dominion University  
Board of Visitors  
September 18, 2014



BOARD OF VISITORS  
OLD DOMINION UNIVERSITY  
Thursday, September 18 2014, 8:30 a.m.

Consent Agenda

2. Faculty Appointments (pp. 28-34)
3. Administrative Appointments (pp. 34-45)

Regular Agenda

4. Revisions to the Policy on Academic Rank and Criteria for Ranks (pp. 46-52)
5. Revisions to the Policy on Tenure (pp. 52-61)
6. Request to Rename Department of Accounting (p. 62)
7. Request to Rename Regional Studies Institute (p. 63)
8. Request to Rename Experiential Learning Office (pp. 63-64)

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|----|--|-----------|
| C. | Administration and Finance Committee                                       | Mr. Tata  |
|    | 1. Virginia College Building Authority Financing Authorization (pp. 65-67) |           |
|    | 2. Reimbursement Resolution (p. 68)  |           |
| D. | Institutional Advancement Committee  | Mr. Reidy |
| E. | Student Advancement Committee  | Mr. Cofer |

XIII. Closed Session

**RESOLUTION APPROVING 2014-2015 AMENDED  
OPERATING BUDGET AND PLAN**

RESOLVED, that upon the recommendation of the President, the Board of Visitors approves the amended expenditure plan as displayed below as the University's 2014-2015 Operating Budget and Plan. This amended plan is subject to additional revisions pending final decisions on the University's State Mandated Reduction Plan.

EXPENDITURES	201415 Approved	20142015 Amended
	Budget Plan	Budget Plan
<b>E&amp;G</b>		
Instruction	\$132,680	\$125,508
Research & Sponsored Programs	\$5,059	\$5,059
Public Service	\$258	\$258
Academic Support	\$46,938	\$45,921
Student Services	\$16,593	\$15,783
Institutional Support	\$40,375	\$39,053
Operations & Maintenance of Plant	\$29,749	\$29,592
Scholarships & Fellowships	\$1,800	\$1,800
<b>Subtotal</b>	<b>\$273,452</b>	<b>\$262,974</b>
Allocation to E&G Reserve	\$2,500	\$1,800
<b>Total E&amp;G</b>	<b>\$275,952</b>	<b>\$264,774</b>

## PROPOSED AMENDMENTS TO THE BOARD OF VISITORS' BYLAWS

RESOLVED, that the Board of Visitors approves the following amendments to the Board of Visitors' Bylaws.

### BYLAWS OF THE OLD DOMINION UNIVERSITY BOARD OF VISITORS

#### PREFACE

The Board of Visitors adopts the Bylaws that follow for the orderly and efficient conduct of its meetings and the business of Old Dominion University. This preface is to provide a brief overview of the source of the Board's authority as a public institution of higher education, and a component of the executive branch of the government of Virginia.

The Virginia statutes specific, or organic to the University, Va. Code " 23- 49.11 through 23-49.22, might be thought of as the University's charter. These statutes constitute the Board of Visitors as a public corporation named Old Dominion University, and set the corporation's basic purpose and authority. Other statutes apply to all of the Commonwealth's institutions of higher education to impose other duties and confer additional powers. The University is also subject, along with all agencies of the executive branch of the state government, to such statutes as, for example, the Virginia Freedom of Information Act which governs, *inter alia*, the circumstances under which a public body, such as this Board, may meet in closed session. Ultimately, however, the University's operations are dependent on the terms of the Appropriations Act adopted biannually in the even numbered years by the Virginia legislature, the General Assembly, and amended in the odd numbered years. Finally, it is to be noted that the Commonwealth's agencies and institutions are not as a rule subject to the general statutes of Virginia, as well as the ordinances enacted by the local governments, unless the General Assembly expressly provides otherwise.

Members of the Board, the University staff, and the public should be aware at all times that the authority conferred on the Board of Visitors by the General Assembly resides solely in the Board. That is, no visitor or other individual, regardless of title or position, shall speak for, or exercise the Board's authority except to the extent that the Board may so provide by delegation contained in these Bylaws, or by other action of the Board.

The Commonwealth demands institutional direction by a Board composed of active, informed, and engaged visitors. As a measure of this need, the General Assembly provided that if any member of the Board should fail to perform the duties of a visitor for a year, without sufficient cause, the Board shall certify the same to the Governor; and the office of that member shall then be vacant.

ARTICLE I  
Power, Authority, and Duties

1.01. Role and Responsibilities. The Board of Visitors is the body responsible for the University. The Board's trust includes the following responsibilities.

(a) Presidential Selection and Oversight. The Board's most important responsibility is selection (' 4.04. of these Bylaws) and oversight (' 6.01(f) of these Bylaws) of the University President. The President reports only to the Board and it is the responsibility of the Board to ensure that the President is implementing the Board's formally adopted policies and efficiently and effectively accomplishing the University's goals.

(b) University Mission. The Board is responsible for ensuring that the University's mission reflects and directs the relative commitment to undergraduate, graduate, and professional programs, as well as an appropriate balance among instruction, research, and service.

(c) Strategic Planning. The Board is responsible for ensuring there is an ongoing strategic planning process and overseeing its implementation. In conjunction with the President, and in consultation with the faculty, other internal groups, and external constituencies, the Board shall pa ul Uns.







representative during evaluations if it is considering: (1) whether the party or parties involved are in breach of his/her contract; (2) or the Board is seeking legal advice about the amounts and methods of compensating the President or other officers involved.

' 3.08. Voting Procedures.

' 4.02. Standing Committees. In addition to the Executive Committee, the standing committees of the Board shall consist of the Academic and Research Advancement Committee, Advancement Committee, Administration and Finance Committee, the Student Committee, and the Audit Committee. The chairs and members of the five standing committees shall be appointed by the Rector, after consultation with the parties involved, for terms of two years, and shall serve until their successors have been duly appointed. All members sub

controlled land and buildings; on fiscal policies; oversight of the fiscal accounts and operations of the University, including budget, investments, and the impact of the foregoing on the University's overall fiscal condition, mission and purpose.

(d) Student Committee. The Student

Committee supports the Board's responsibilities for ensuring student quality of life and fiscal affordability. The Committee is responsible for making recommendations to the Board on matters and policies pertaining to students and shall continuously assess and appraise the quality of student life. It shall review policies relating to student rights, responsibilities, conduct, and discipline, including matters related to the student honor system. The Committee shall consider issues concerning student organizations and their funding, extracurricular activities, and matters related to student government and appropriate student participation in University governance by all types of students

. The Committee shall review athletic policy and programs, both intramural and intercollegiate, and shall make appropriate recommendations to the Board.

(e) Audit Committee. The Audit Committee helps the Board fulfill its financial oversight and compliance responsibilities. The Committee is responsible for (1) oversight of financial reporting and financial statement matters and any critical accounting and reporting issues; (2) reviewing annually the audited financial statements with internal auditors, determining that the administration has been open and has acted in good faith in connection with the audit; and (3) oversight of the internal audit function, including receiving reports and approval of the annual audit plan. Members of the Audit Committee should have some basic knowledge of generally-accepted accounting procedures and financial reporting and controls. Members of the Audit Committee may serve on the Administration and Finance Committee; however, a majority of the Audit Committee may not serve on the Administration and Finance Committee.

(f) Additional Responsibilities. Each standing committee shall periodically review Board Policies and Procedures in its areas of responsibility and recommend revisions as necessary. The standing committees shall have such other duties and responsibilities as are assigned to them by the Board or by the Rector, subject to the Board's approval.

President, and all other Board members about the needs of the University without being bound by their suggestions.

(a) Nominations. The Nominating Committee shall post a call for nominations for officers from the Board no later than July 15. Nominations shall be submitted in writing to the committee chair and shall be due no later than ~~1431~~31 days following the date of the call for nominations. Members of the

(b) Practices and Procedures. The Committee shall prepare a search budget and a



at the meeting during which the vacancy is first created or discovered by immediately electing a Nominating Committee as outlined in ' 4.03 of these Bylaws and electing an officer or officers at the current, or special, or next regular meeting to fill vacancies. The election shall require an affirmative vote of at least nine voting members of the Board. In the temporary absence of all three officers, the Board shall elect one of its voting members to preside.

' 5.05. Rector. The Rector shall serve as the presiding officer, spokesperson, and designated representative of the Board.

(a) Duties. The Rector shall preside at all meetings of the Board and its Executive Committee. As presiding officer, the Rector has an obligation to ensure that all sides of a pending question are heard and, though not required, he/she may voluntarily step aside and have the next senior officer present preside or appoint a temporary chair if the Rector wishes to enter into the debate. The Rector's relationship with other Board members is as an equal among equals with no authority over other Board members except as stated in Roberts Rules of Order Newly Revised. The Rector is the liaison between the Board and the President who works for the entire Board. The Rector shall maintain the integrity of Board procedures and facilitate a high level of interest, involvement, and activity among the Board members .

(b) Authority. The Rector has no authority to act on behalf of the Board or the University except as that authority is expressly delegated to the incumbent by these Bylaws or a majority vote of the Board prior to the initiation of such activities.

(c) Committees. The Rector shall serve as ex-officio member of all committees of the Board, except the Nominating and Presidential Search Committees, and appoint all standing and ad hoc committee members with the approval of the Board, except members to the Nominating and Presidential Search Committees.

(d) Board Meeting Agenda. The Rector shall determine, in consultation with the President, committee chairs, and other Board members, business to be brought before meetings of the Board, act as the Board's spokesperson, and perform such other duties as are incident to the presiding officer of the Board, or as m Tc 0 Tww T\* [(t)-2(he)4( B)-3(oa)4(r)3(nn.1 0 Tcnn.1 0 T3r)3(nn.1 0 T





- (6) Implementing the Policies and Procedures of the Board relating to University operations.
- (7) Making recommendations to the Board concerning the initial appointment of faculty, the award of tenure to faculty, and the granting of emeritus status;
- (8) Making recommendations to the Board concerning the comprehensive fee to be charged to students and setting other fees including, but not limited to, fees for certain vocational, non-credit, institute and specialized courses based on the type of courses and the cost of instruction;
- (9) Recommending to the Board a management structure for the University and the organization of the University's academic programs into colleges, schools, departments, divisions, and centers of instruction;
- (10) Making other recommendations, as necessary, to the Board or to Board committees with regard to matters falling within the authority of the Board;
- (11) Speaking on behalf of the University as its official spokesperson and representing the University as its designated representative;
- (12) Presiding over official meetings and functions of the University, except Board of Visitors meetings and Board-sponsored events;
- (13) Keeping the Rector informed and informing the Board of actions taken by the President on behalf of the Board and of the development of critical or controversial issues at the next regular Board meeting, or sooner via correspondence as the situation warrants;
- (14) Reviewing, accepting, modifying, or rejecting recommendations of the campus governance bodies, or causing such activities to be done, with respect to any matter concerning academic policy, programs, or procedures, presenting to the Board all formal recommendations on such matters and ensuring that significant dissenting positions are reported, and formally informing the faculty and other governance bodies of the Board's position in those areas where their interests and well-being are affected; and
- (15) Performing such other specific responsibilities as are required by the Policies and Procedures of the Board or by the laws and regulations of the Commonwealth of Virginia.

(b) As the University's designated representative, the President is delegated the general authority to act on behalf of the University and the Board of Visitors, except in the selection and contracting of a new president.

(c) The authority of the President to act on behalf of the University and the Board includes, but is not limited to, the authority:

- (1) To appoint and to reappoint all faculty and fix their salaries, subject to Board ratification;
- (2) To approve promotions in rank of faculty and to designate faculty to the honors of eminent professor or university professor;
- (3) To take final actions on behalf of the University in all other personnel matters concerning the University employees, except that the President shall not have the authority to make final decisions on faculty requests for Board review of negative tenure decisions or to make final decisions on severe faculty sanctions as set forth in the Board Policies and Procedures;
- (4) To recommend to the Board for approval the awarding of degrees and certificates to candidates who have completed all degree requirements and are recommended by the faculty of the appropriate college, school, or division, and the authority to confer such degrees and certificates.
- (5) To approve the use of University facilities;
- (6) To approve the use of the University's name and visual identification;
- (7) To execute contracts(610(;x)-ritm

(13) To exercise such other authority as is provided by the Policies and Procedures of the Board or by the statutes and regulations of the Commonwealth of Virginia.

(d) The President may designate another University officer or employee to exercise, in whole or in part, the authority provided to the President herein, provided that the President shall be responsible to the Board for the actions of his/her designee.

(e) The authority of the President, as provided herein, shall be exercised in accordance with all applicable federal and state laws and regulations and in accordance with the bylaws, policies, procedures, and specific instructions of the Board.

(f) Evaluation of the President. The Board is responsible for oversight of the President's performance (' 1.01(a) of these Bylaws). he President, in open or closed session, as appropriate, shall submit his/her annual report on objectives, specific and general, developed by the President and the Rector and agreed to by the Board for the past year. The Board shall subsequently evaluate the President's performance for the past year. Objectives for each ensuing year shall also be presented at the annual meeting of the Board for approval. At least every three years or at any time deemed desirable by the Board, the President shall be evaluated more formally.

' 6.02. Vice Presidents and Deans

(a) Appointment. Vice Presidents and Deans of the University shall be appointed by the Board of Visitors on the recommendation of the President in all cases and additionally by the Provost and Vice President for Academic Affairs for Deans and shall serve at the pleasure of the President.

(b) Powers and Duties. Vice Presidents shall be responsible to the President



these Bylaws, issues notices of meetings of the Board, Executive Committee, and other special committees in advance of each meeting, and performs such other duties and responsibilities incident to the Office of the Board of Visitors as may be assigned by the Board and the President or his/her designee relating to the incumbent's other duties in the University, if any. The President shall annually evaluate this individual in accordance with University policy, and may dismiss the person serving in this position, with the advice and counsel of the Board.

(a) Removal. Any decision by the University Administration to terminate the incumbent must be approved by the Board of Visitors. The Executive Secretary to the Board may be removed only by assent of at least nine voting Board members.

(b) Resignation. A resignation by the Executive Secretary to the Board must be submitted to the President and the Rector. Board members shall be notified immediately by the Rector or the President.

(c) Vacancy. When there is a vacancy in this position, the Rector shall request the President to fill the vacancy. The Board will be represented on the selection committee.

## ARTICLE IX Miscellaneous Provisions

' 9.01. Suspension of Bylaws. Except as set forth in this section, sections of these Bylaws or any portion thereof may be temporarily suspended at any meeting of the Board by a three-fourths majority affirmative vote of all voting members present provided that no section shall be suspended unless at least nine members vote affirmatively therefore. Articles I and II of these Bylaws and other portions pertaining to the Code of Virginia as referenced in the text, shall not be subject to suspension by the Board under any circumstances.

' . 9.02. Institutional Review. The Board may periodically commission an institutional review. This review may also serve as the evaluation of the president as set forth in ' 701(f) of these Bylaws to preclude unnecessary duplication.

' 9.03. Board Evaluation. The Board should conduct a self-evaluation annually at a Board retreat. -The Board should occasionally have a formal evaluation of its processes and procedures which could be conducted by an external evaluator at the discretion of the Executive Committee. In these endeavors, the candid opinions regarding the Board should be sought in an appropriate fashion from the University President, University Staff, Faculty, and Students along with the public at large.

' 9.04. Board of Visitors Budget. The Office of the Board of Visitors shall be allocated funds in the annual University budget adopted by the Board. The Vice Rector, in conjunction with the Executive Secretary to the Board, shall be responsible for formulating the Board of Visitors Base Budget for the coming year (see Bylaws ' 5.06 and ' 7.04) predicated on guidance developed by the Rector grounded on past spending patterns and anticipated needs. The Board of Visitors Budget shall be developed during the University's budget formulation process and shall be presented by the Vice Rector to the Board at the Spring regular meeting for approval.

## ARTICLE X Amendments and Procedural Irregularities

' 10.01. Procedure. The Bylaws may be amended at any regular or special meeting of the Board by a vote of at least 12 voting members of the Board of Visitors provided that notice of the proposed amendment has been given at least 45 calendar days prior to the meeting.

' 10.02. Legislative Amendments. In the event any portion of the legislation pertaining to Old Dominion University is amended by Acts of the General Assembly in a manner in conflict with these Bylaws, the laws of the Commonwealth shall control and these Bylaws will be amended thereby. Those portions of the Bylaws which are not affected by such legislation shall remain in full force and effect until and unless otherwise amended or repealed. Annual legislative amendments to the Code of Virginia may be initiated by the Board and the President; however, the Board must pass by a majority vote on all amendments, including annual budget amendments, to be submitted to the General Assembly on behalf of Old Dominion University.

' 10.03. State Budget Requests. The Board shall participate in the formulation of the biennium budget request process. The Board or the Executive Committee must approve operating and capital

requests by a majority vote. The Board shall review planning and financial feasibility studies for capital projects and approve them by a majority vote of voting members of the Board or the Executive Committee prior to submission to appropriate state agencies.

' 10.04. Ratification of Ultra Vires Act. Any action taken in violation of these Bylaws is taken without authority. For such action to be legally binding, it must be ratified by an affirmative vote of at least nine voting members of the Board.

' 10.05. Adoption, Effective Date and Repealer. These Bylaws are hereby adopted and shall be effective as of the 16th day of September, 2010. All former Bylaws of the Board of Visitors are hereby repealed.

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RESCISSION OF CURRENT BOARD OF VISITORS POLICY 1013:  
FIREARMS, WEAPONS, AND CERTAIN RELATED DEVICES

WHEREAS, on January 12, 2012, the Board of Visitors approved the Gun and Weapon Regulation, included below, for publication in the Virginia Register of Regulations and

WHEREAS, University Counsel has advised that Board policy regulating weapons on campus is no longer necessary with the adoption of the Regulation.

THEREFORE, BE IT RESOLVED, that the Board of Visitors approves the rescission of Board of Visitors Policy 1013: Firearms, Weapons and Certain Related Devices.

OLD DOMINION UNIVERSITY  
Gun & Weapon Regulation

8VAC65-10-10. Definitions.

The following words and terms when used in this chapter shall have the following meanings unless the context clearly indicates otherwise:

"Police officer" means law-enforcement officials appointed pursuant to Article 3 (§ 15.2-1609 et seq.) of Chapter 16 and Chapter 17 (§ 15.2-1700 et seq.) of Title 15.2, Chapter 17 (§ 23-232 et seq.) of Title 23, Chapter 2 (§ 29.1-200 et seq.) of Title 29.1, or Chapter 1 (§ 52-1 et seq.) of Title 52 of the Code of Virginia or sworn federal law-enforcement officers.

"University property" means any property owned, leased, or controlled by Old Dominion University. 1700 et slity.

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8VAC65-10-30. Person lawfully in charge.

In addition to individuals authorized by university policy, Old Dominion University police officers are lawfully in charge for the purposes of forbidding entry upon or remaining upon university property while possessing or carrying weapons in violation of this chapter.

NUMBER: 1013

TITLE: Firearms, Weapons, and Certain Related Devices

APPROVED: September 19, 2008; Revised September 15, 2011;

In the course of pursuing its mission as an institution of higher education of the Commonwealth of Virginia, Old Dominion University seeks to provide a safe and secure environment for its students, faculty, staff, and all others coming on campus. This policy regulates use of privately owned firearms, and prohibits firearms, related devices and weapons on campus to the extent permitted by law.

Application:

- A. Old Dominion University's students, employees, volunteers, and invitees may not carry firearms, weapons, or related devices on campus.
- B. Persons lawfully on campus, other than those listed in paragraph A above and who are not conceal carry permit holders, may not carry firearms, weapons or related devices into any building or facility on campus.
- C. This policy does not apply to conceal carry permit holders unless the permit holder is also a student, employee, volunteer or invitee.

Definitions:

- 1. "Campus" means any land in Virginia, with or without buildings or structures, owned or leased by the University, or otherwise under its control.
- 2. "Concealed Carry Permit Holder" is a person who is permitted to carry a concealed weapon pursuant to Virginia Code §18.2-308.
- 3. "Employee" means any person providing personal services under the direction and control of the University either full or part-time, whatever the basis for compensation may be.
- 4. "Firearms" means any pistol, rifle, shotgun, or other device designed or intended to propel a bullet, shot, or any other object of any kind as the result of an explosion of any combustible material whether or not the same is actually capable of being fired or discharged. "Firearms"



- b. Any student residing on campus having lawful possession of a firearm may store the firearm and ammunition at the ODU Police Department during any hunting season, and at other times for use in organized competitions and at target ranges licensed to do such business. The Department shall accept and store firearms in accordance with Department procedures; provided that such procedures shall make provision for firearms storage at all times, and for reasonable access to withdraw them.
3. For the purpose of the foregoing subparagraphs, bows, crossbows, and firearms shall be brought from their off-campus location directly to the place of storage designated by the Department.
4. Exceptions to this policy may, for good cause shown, be made at the discretion of the President and University police chief. Any such application shall be in writing, and shall state with particularity the exception sought and the reason for same. Additional information may be required of the applicant, and the application and any additional information may be required to be submitted in the form of an affidavit.
5. When firearms are carried on campus as permitted by this policy, they shall be carried with the muzzle angled up or down so as to avoid pointing the firearm at oneself, or any other person. All firearms, including those permitted to be concealed, that have a safety feature shall have the safety in the “on” position. All semi-automatic firearms shall be carried with an empty breech or firing chamber. All revolvers shall be carried with an empty chamber to the immediate left or right of the barrel, depending on whether the cylinder turns clockwise or counterclockwise, and the chamber under the hammer shall be empty as well, unless the revolver is hammerless. All shotguns and other firearms that break to be loaded shall be carried broken and unloaded.
6. Violations of the foregoing policy shall be reported to the appropriate authority within the University for such disciplinary action as may be appropriate under the circumstances, including suspension, dismissal, termination and trespass. Failure to report a violation of this policy may itself result in disciplinary action.

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REPORT OF THE NOMINATING COMMITTEE

The Board of Visitors Nominating Committee, comprised of Fred Whyte (Chair), David L. Bernd and Marc Jacobson, recommends the following slate of officers of the Board of Visitors for the 2014-2016 term:

RECTOR	Ronald C. Ripley
VICE RECTOR	John F. Biagas
SECRETARY	Mary Maniscalco-Theberge

APPROVAL OF FACULTY REPRESENTATIVES TO  
BOARD OF VISITORS

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Elizabeth Ann Burns Lecturer of Teaching and Learning	\$47,500	7/25/14	10 mos

Ms. Burns received an M.S.Ed. in Secondary Education and a B.A. in English, in 2009 and 1996 respectively, and is expected to receive a Ph.D. in Education in 2014 from ceivL0-a 10 moi 10om2(s)-1(h,n a)4(nd U

<u>Name and Rank</u>	<u>Salary</u>	Effective <u>Date</u>	<u>Term</u>
Dr. Daniel R. E. Foster Assistant Professor of Engineering Technology (Tenure Track)	\$70,000	7/25/14	10 mos



<u>Name and Rank</u>	<u>Salary</u>	Effective <u>Date</u>	<u>Term</u>
Dr. Jennifer Katz Lecturer of Biological Sciences	\$60,000	8/25/14	12 mos



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Nancy L. Sweeney Professor of Practice in Nursing	\$100,000	12/25/14	10 mos

Dr. Sweeney received a Ph.D. in Preventive Medicine and an M.S. in Nursing in 1995 and 1977 respectively, from The Ohio State University and a B.S. in Nursing in 1969 from St. John College of Cleveland. Since 2005, she has been Dean of the College of Nursing and Allied Health at Urbana University. (Designated as Director of the Nurse Executive DNP Program)

Ms. Elizabeth Blair Swoope Lecturer of Mathematics and Statistics	\$41,600	7/25/14	10 mos
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Ms. Swoope received an M.S. in Computational and Applied Mathematics from Old Dominion University and a B.A. in Mathematical Physics and Economics from Sweet Briar College. Since 2002, she has been the Mathematics Department Chair at Norfolk Collegiate School. Ms. Swoope has also been an Adjunct Mathematics Professor at Thomas Nelson Community College and Old Dominion University.

Dr. Navid Tahvildari Assistant Professor of Civil and Environmental Engineering (Tenure Track)	\$80,000	6/25/14	10 mos
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Dr. Tahvildari received a Ph.D. in Civil Engineering in 2011 from Texas A&M University, an M.Sc. in Civil Engineering in 2007 from Sharif University of Technology and a B.Sc. in Civil Engineering in 2005 from Amirkabir University, Iran. Since 2011, he has been a Postdoctoral Scholar in the

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Leslie L. West Instructor of Accounting	\$60,000	7/25/14	10 mos

Ms. West received an M.S. in Accounting in 2002 from Old Dominion University, a B.S. in Accounting in 2001 from Virginia State University and is pursuing a Ph.D. in Business Administration from Hampton University. In 2014, she has been an Adjunct Faculty member in the Department of Accounting at Old Dominion University, and from 2012-2014, she was Instructor of Business Administration at Hampton University.

Ms. Lori J. Wood Assistant Professor of Practice, Medical Diagnostic and Translational Sciences	\$69,915	7/25/14	12 mos
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Ms. Wood received an M.S.Ed. and a B.S. in Health Sciences, in 2012 and 1998 respectively, from Old Dominion University and completed the Ophthalmic Technology Program from Eastern Virginia Medical School/Old Dominion University in 1997. Since 2002, she has been Director and Assistant Professor of the Ophthalmic Technology Program at Eastern Virginia Medical School/Old Dominion University and an Adjunct Faculty member at Old Dominion University.

Ms. Charlotte Young Lecturer, English Language Center	\$40,000	7/25/14	10 mos
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Ms. Young received an M.A. in Applied Linguistics and TESOL in 2007 from Old Dominion University and a B.Sc. in Business Studies and Sociology in 2000 from the University of Surrey, London. Since 2008, she has been an ESL Instructor in the English Language Center at Old Dominion University.

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#### ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Trustees of Old Dominion University, do hereby approve the appointment of the following individuals to the positions listed below, effective 7/25/14, for the term indicated:

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Michelle Barr First Assistant Women's Soccer Coach and Assistant Instructor	\$53,000	7/10/14	12 mos

Ms. Barr received a B.A. Hons Degree in Leisure Management and Sports Development in 2008 from Loughborough College, England. Since 2011, she has been National Youth Coach and Program Manager for the Scottish Football Association. Ms. Barr was also Assistant Women's Soccer Coach at Dartmouth College from 2005-2010.

Mr. Oliver L. Borden Admissions Counselor and Assistant Instructor	\$35,000	9/10/14	12 mos
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Mr. Borden received a B.A. in History in 2014 from Old Dominion University. Since 2010, he has been a Resident Assistant for the Office of Housing and Residence Life at Old Dominion University.

Ms. Rachelle Bowman Assistant Athletic Trainer and Instructor	\$43,600	7/10/14	12 mos
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Ms. Bowman received an M.S. in Exercise Science and Health Promotion in 2012 from California University of Pennsylvania and a B.S. in Sports Medicine in 2002 from Palm Beach Atlantic University. Since 2006, she has been Assistant Athletic Trainer at Methodist University.

Mr. Zohn Burden Offensive Pass Game Coordinator/Wide Receivers Coach and Assistant Instructor	\$70,000	7/10/14	12 mos
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Mr. Burden received a B.A. in Psychology from Virginia Military Institute. Since 2012, he has been Wide Receivers/Offensive Pass Game Coordinator at Old Dominion University. Prior to that, Mr. Burden was a Wide Receivers Coach at the University of Richmond.

Mr. Scott J. Bye Assistant Director, Office of Student Conduct and Academic Integrity, and Instructor	\$36,000	6/25/14	12 mos
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Mr. Bye received an M.S.Ed. in Higher Education Administration/Student Affairs in 2014 from Old Dominion University and a B.A. in Health Sciences in 2011 from Gettysburg College. Most recently, he served as the Webb Information Desk Manager and the Graduate Assistant for Programming in the Office of Leadership and Student Involvement at Old Dominion University. He also served as a Graduate Intern in the Office of Student Conduct and Academic Integrity.

Mr. Casey J. Cegles Director of Major Gifts, Athletic Development, and Instructor	\$70,000	6/10/14	12 mos
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Mr. Cegles received a Master of Education in 2013 from Virginia Commonwealth University and a B.S. in Business Administration in 2009 from Towson University. Since 2012, he has held positions as Assistant Director and Director for the Old Dominion Athletic Foundation.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Daniela Cigularova			



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Bridget Giles Research Assistant Professor, Virginia Modeling, Analysis and Simulation Center	\$100,000	8/25/14	12 mos

Dr. Giles received a Ph.D. in Biomedical Sciences in 2001 from Eastern Virginia Medical School, an M.A. in Biology in 1994 from Hampton University and a B.S. in Biology in 1993 from Virginia Commonwealth University. Since 2011, she has been a Senior Project Scientist/Program Manager at the Virginia Modeling, Analysis and Simulation Center at Old Dominion University.

Ms. Jennifer L. Grimm Director of the Peer Educator Program	\$52,000	9/10/14	12 mos
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Ms. Grimm received a Master of Education in College Student Personnel and a Bachelor of Business Administration in Marketing and Human Resource Management, in 2011 and 2009 respectively, from Ohio University and is enrolled in a Ph.D. program in Educational Policy and Leadership at Marquette University. Since 2012, she has been Supplemental Instruction (SI) Coordinator, Academic Resources at Carroll University.

Mr. Alexander Harris, Jr. Assistant Director for Special Programs, English Language Center, and Instructor	\$56,000	6/25/14	12 mos
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Effective

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Nicholas B. Le Aquatics Coordinator	\$38,000	7/25/14	12 mos



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. John W. Richardson, III Assistant Men's Basketball Coach and Instructor	\$124,800	6/10/14	12 mos

Mr. Richardson received an M.S. in Sports Management in 2003 from Old Dominion University and a B.S. in Health and Physical Education in 1995 from Elizabeth City State University. Since 2012, he has been Assistant Men's Basketball Coach at Old Dominion University. Prior to that, he was Assistant Men's Basketball Coach at Virginia Tech.

Ms. Shannon E. Roberts Athletic Academic Advisor and Instructor	\$40,000	7/10/14	12 mos
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Ms. Roberts received an M.Ed. in Sport Leadership in 2012 from Virginia Commonwealth University and a B.S. in Sport Management in 2011 from West Virginia University. Since 2013, she has been Athletic Academic Advisor at Old Dominion University. Prior to that, she was an Assistant Academic Coordinator at North Carolina State University.

Mr. Jose R. Roman Interim Assistant Director, Peninsula Higher Education Center, and Assistant Instructor	\$40,992	8/10/14	12 mos
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Mr. Roman received a B.A. in Interdisciplinary Studies in 2014 from Old Dominion University. Previously he held positions in Veterans Academic and Office Support in the Military Connection Center and Student Veteran Consultant in the Career Management Center at Old Dominion University.

Ms. Lesley A. Rosenberg Lecturer, English Language Center	\$40,000	7/25/14	10 mos
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Ms. Rosenberg received an M.A. in English Linguistics in 1994, from Old Dominion University a4( S)nn 0( )10J 1





<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Kimberly J. Williamson Interim Assistant Director of Administration, Children's Learning and Research Center	\$55,238	9/10/14	12 mos

Ms. Williamson received an M.Ed. in Early Childhood Education in 1994 from Boston College and a B.A. in Sociology in 1990 from UMASS Boston. Since 2010, she has been an Instructor of Early Childhood Education at the Children's Learning and Research Center at Old Dominion University.

Dr. Robert Wojtowicz Associate Vice Provost for Graduate Studies and Professor of Art (Tenured)	\$112,000	7/10/14	12 mos
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Dr. Wojtowicz received a Ph.D. in History of Art and an M.A. and B.A. in American Civilization, in 1990 and 1983 respectively, from the University of Pennsylvania and an M.A. in Art History and Archaeology in 1984 from Columbia University. Since 2006, he has been Associate Dean for Research and Graduate Studies in the College of Arts and Letters at Old Dominion University.

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2. Associate Professor - Appointment or promotion to the rank of associate professor is an honor based on demonstrable performance.
  - a. Criteria include an established high quality of performance in teaching, research, and service and pre-eminence in at least one of these areas. Except under most unusual circumstances, the highest terminal degree normally attainable in the field is required.
3. Assistant Professor - Appointment or promotion to the rank of assistant professor is the usual rank upon initial hiring.
  - a. Criteria – This rank usually requires the highest terminal degree normally held in the field or its clear equivalent. Evidence of promise in teaching, research, and service is required. Faculty members holding the rank of assistant professor may be considered for tenure only if promotion to associate professor is simultaneously considered.

## II. Board of Visitors Policy and Criteria for Academic Rank (Nontenured-track Faculty)

- A. Full-time faculty members holding the following ranks are not eligible for tenure, but time at Old Dominion University in these ranks may be counted as part of the probationary period for tenure, except as noted in paragraph 1.a. below.
  1. Instructor - Appointment to the rank of instructor is based on evidence of promise in teaching. Instructors normally hold master's degrees in their areas of specialization. There are three types of instructors at Old Dominion University:
    - a. Faculty members normally lacking the highest terminal degree who are employed to teach undergraduate courses, usually on the freshman and sophomore levels - They normally receive annual appointments for a period of three years, but in exceptional circumstances they may be reappointed for a maximum of three additional annual contracts. They must be informed in writing at the time of the original appointment that their positions are not permanent and that they will not be eligible to be considered for tenure.
    - b. Instructors who are terminal degree candidates - Candidates for a terminal degree may be given annual appointments as instructors if they can provide evidence that they will complete all requirements for the terminal degree within the first year of teaching at Old Dominion University. An instructor in this category who completes this work, and whose department recommends reappointment, is given a second annual contract as an assistant professor and is eligible for tenure at the end of the usual probationary period. An instructor in this category who completes all degree requirements during the first semester at Old Dominion University is given the title of assistant professor for the second semester. An instructor in this category who does not complete all requirements for the terminal degree within the first year of

employment is normally not reappointed for a second year, but a second annual contract as instructor may be granted with the approval of the chair, dean and provost and vice president for academic affairs; if all requirements for the degree are completed within the second year, the instructor is promoted to the rank of assistant professor. If all degree requirements are not completed during the second year, a third and terminal contract as instructor may be granted but the faculty member is not eligible for consideration for promotion or tenure.

- c. Tenure-track, master's-level instructors - In certain professional departments in which the master's degree is the terminal degree, faculty members who have three years or less of full-time teaching experience at the college level are normally appointed initially to the rank of instructor. Such faculty members are eligible for promotion to the rank of assistant professor after two years in the instructor's rank on the recommendation of the chair and dean and on the approval of the provost and vice president for academic affairs. In exceptional cases, where professional experience is clearly demonstrated, the requirement of prior experience may be waived with the approval of the chair, dean, and provost and vice president for academic affairs.
2. The following full-time academic ranks do not carry tenure, but if a faculty member who has held one of these ranks is subsequently appointed to a tenure-track position as described in section I.A., time spent at Old Dominion University in one of these ranks may be counted as part of the probationary period for tenure.
    - a. Visiting professor -



- f. The University supports the involvement of distinguished practitioners from many disciplines and fields as academics as a means to enrich the experiences of students. Examples of such practitioners are as follows.
  - 1. Artist-in-residence - The holder of this position is a distinguished practitioner of the fine arts, employed either full time or part time by the University. In most cases, an artist-in-residence devotes half time or less



ranks established in the department(s) to which they are attached. These titles pertain to persons who are not normally paid a salary by the

## II. Eligibility for Tenure

- A. Only faculty members who hold the ranks of assistant professor, associate professor, or full professor are eligible to be considered for tenure. Assistant professors will be awarded tenure only if they are simultaneously being promoted to the rank of associate professor.
- B. Faculty members may be considered for tenure only once.
- C. Under certain circumstances administrative faculty holding rank in a department at the assistant professor (if promotion to the rank of associate professor is being simultaneously considered), associate professor, or full professor level may be considered for tenure, as specified by the Board of Visitors policy concerning administrative faculty.
- D. Since tenure is granted as a faculty member in an academic department or program, the award of tenure does not imply continuance in any full-time or part-time administrative position, nor does it imply continuance of any specific work assignment within or outside the department in which tenure is granted.

## III. Probationary Period

- A. The probationary period begins with the initial full-time, tenure-track appointment at Old Dominion University at the rank of instructor, assistant professor, associate professor, or full professor; only time spent in a tenure-track position at one of these ranks is counted as part of the probationary period.

Subject to agreement by the University and the faculty member, any academic year in which a faculty member was on a full-time tenure-track appointment in one of these ranks for at least one semester, may be counted as one year of the probationary period.

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- D. The maximum length of the probationary period is seven academic years. The faculty member is informed of the decision of the provost and vice president for academic affairs on tenure by April 30 of the sixth year of probationary service. The faculty member will receive either a tenure contract or a terminal contract in the seventh year.

completed at Old Dominion University needed to qualify for tenure before the end of the normal probationary time period. The criteria for the award of tenure for such faculty will be the same as those who apply after the normal probationary time period. A faculty member who applies for early consideration for tenure and is denied tenure will be offered a terminal contract for the ensuing year. It is the sense of the Board of Visitors that only demonstrably exceptional faculty will be awarded tenure under this clause.

IV.

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.

- a. A curriculum vita 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 tenure of department chairs, the responsibility belongs to the dean.
  - b. External reviewers will be asked to evaluate all submitted material mailed to them. 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.
  - c. All candidates for tenure and promotion 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 candidates.
3. The determined long-term needs of the department, college, and University, including at least the following:
- a. The long-term enrollment of the department.
  - b. The need for an additional specialist in the faculty member's area of specialization as a permanent member of the department in terms of the mission of the department, the college, and the university.
  - c. The tenure structure of the department. (Although no maximum percentage of faculty members on tenure is established, all committees and administrators considering tenure must take into account the need for flexibility in course offerings and the desirability of a tenure structure that will allow openings for new tenured faculty members in the ensuing decades so that new areas of specialization and new needs can be met. The position of other nontenured faculty members in the department, anticipated retirements, or other known departures, and projected new programs or changes in directions must be considered.)
4. No person can be awarded tenure unless convincing evidence is provided of effective teaching.
5. In departments offering graduate work, no faculty member can normally be a





the tenured faculty (or their committee) and the chair are forwarded to the tenure committee of the college, which examines the facts and the recommendations and makes a recommendation to the dean.

All committee members should vote yes or no.

- F. If neither the departmental committee nor the chair recommends tenure for the faculty member, tenure is not granted in the en63 663.4( e)4(n63 663.)3(e)4( i)-2(s)2 ,foJ 0 T d

member's name to the president for presentation to the Board of Visitors as a candidate for tenure. The Board of Visitors will act on the case by April 30 (mid-December for mid-year tenure candidates) of the year in which it is being taken up. Upon approval of the Board of Visitors, the faculty member is offered a tenure contract for the coming year.

K. If the determination of the provost and vice president for academic affairs is against tenure, the faculty member is notified by April 30 (mid-December for mid-year tenure candidates) that a terminal contract will be offered for the ensuing year.

L. The faculty member may request, within two weeks, that the president review a negative decision of the provost and vice president for academic affairs. The president should make a decision on the review within one month. If the president upholds the decision of the provost and vice president for academic affairs, the faculty member may request a further review by the Board of Visitors or its designated committee within two weeks. (Refer to the policy on Communications With

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APPROVAL TO RENAME THE DEPARTMENT OF ACCOUNTING TO THE  
SCHOOL OF ACCOUNTANCY  
AND TO RENAME THE DEPARTMENT OF URBAN STUDIES AND PUBLIC



APPROVAL TO RENAME THE REGIONAL STUDIES INSTITUTE TO  
THE CENTER FOR ECONOMIC ANALYSIS AND POLICY

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves renaming the Regional Studies Institute to the Center for Economic Analysis and Policy effective September 18, 2014.

Rationale: The Regional Studies Institute houses the State of the Region Report and the Economic Forecasting Project. Over time, the activities of the Regional Studies Institute have broadened gradually and now include quite a few projects that have a statewide focus including tourism, the port and the coal industry. Professor Gary Wagner of the Economic Forecasting Project also now is one of a select few participants in the Philadelphia Federal Reserve's national economic panel.

The most important change, however, is the new "State of the State" report that will be

The Council for Adult and Experiential Learning (CAEL), which created standards for awarding credit through assessment, refers to Prior Learning Assessment as learning gained outside of a traditional academic environment. Prior Learning Assessment is the process of evaluating and credentialing learning gained in a variety of contexts. These contexts include both formal and informal experiences that could take place in work settings, military training, community involvement, independent study or certification by professional organizations. The use of the term “Prior Learning Assessment” would encompass these learning contexts and alleviate confusion by students, faculty and staff regarding credit earned based on internships/cooperative experiences to those awarded based on life learning.

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RESOLUTION OF THE BOARD OF VISITORS OF  
OLD DOMINION UNIVERSITY  
VIRGINIA COLLEGE BUILDING AUTHORITY FINANCING AUTHORITY

WHEREAS, pursuant to and in furtherance of Chapter 3.2, Title 23 of the Code of Virginia of 1950, as amended (the “Act”), the Virginia College Building Authority (the “Authority”) developed a program (the “Program”) to purchase debt instruments issued by public institutions of higher education in the Commonwealth of Virginia (“Participating Institutions” and each a “Participating Institution”) to finance or refinance projects of capital improvement (“Capital Projects” and each a “Capital Project”) included in a bill passed by a majority of each house of the General Assembly of Virginia (the “General Assembly”);

WHEREAS, under the Program the Authority from time to time issues its Educational Facilities Revenue Bonds (the “Bonds”) pursuant to the Virginia Public Higher Education Facilities Revenue Bonds Act of 1991 (the “Act”);

WHEREAS, the Authority

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the last principal payment date under the Note shall not extend beyond the reasonably expected weighted economic life of the Project; and (f) subject to the foregoing, the actual amount, interest rates, principal maturities, and date of the Note shall be approved by an Authorized Officer, as evidenced by the execution thereof.

**Section 4.** The Board acknowledges that if there is a failure to make, as and when due, any payment of the principal of, premium, if any, and interest on any promissory note issued by the Institution as a Participating Institution to the Authority under the Program, including without limitation the Note and any amendments thereto, the State Comptroller is authorized under the Program and Section 23-30.29:3 of the Code of Virginia of 1950, as amended, to charge against appropriations available to the Institution all future payments of principal of, premium, if any, and interest on such promissory note when due and payable and to make such payments to the Authority or its designee, so as to ensure that no future default will occur on such promissory note.

**Section 5.** The Board agrees that if the Authority determines the Institution as a Participating Institution shall be subject to continuing disclosure obligations under Rule 15c2-12 of the federal Securities and Exchange Commission with respect to any Pooled Bonds, (a) an Authorized Officer shall, and is hereby authorized and directed to, enter into a continuing disclosure undertaking in form and substance reasonably satisfactory to the Authority, and (b) the Institution will comply with the provisions and disclosure obligations contained therein.

**Section 6.** The Board designates the

RESOLUTION OF THE BOARD OF VISITORS OF  
OLD DOMINION UNIVERSITY  
DECLARING THE INTENTION TO REIMBURSE  
THE COST OF CERTAIN EXPENDITURES

WHEREAS,