

MEMORANDUM

TO: Board of Visitors Audit, Compliance and Human Resources Committee
Robert S. Corn, Chair
Ross A. Mugler, Vice Chair
P. Murry Pitts (*ex-officio*)
Andrew Hodge (*ex-officio*)
Stanley Goldfarb, MD
Elza Mitchum
Claire Wulf Winiarek
Steve Hsiung (Faculty Representative)

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

DATE: November 21, 2024

SUBJECT: Meeting of the Committee, December 5, 2024

The Board of Visitors Audit, Compliance and Human Resources Committee will meet on Thursday, December 5, 2024 at 12:30 a.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, Compliance, and Human Resources Committee meeting held on September 12, 2024.
- II. Report from the Associate VP for Compliance and Chief Audit Executive – Amanda Skaggs
 - A. 2024 Global Internal Audit Standards
 - i. University Audit Strategic Plan
 - ii. University Audit Performance Measures
 - iii. Office of University Audit and Compliance Budget
 - B. Presentation of Completed Audit Reports
 - i. Police Department Fiscal Activities FY2024
 - ii. Office of the President FY2024 Expenditures
 - iii. Status of Audit Issues Since September 2024
 - C. Discussion of Open Engagements
 - i. College of Engineering and Technology
 - ii. Provisioning of Affiliate Access
 - iii. EVMS Research and Development FY2024
 - iv. Onboarding Processes (Classified and AP Faculty)
 - v. Advisory Engagements and Other Activities
 - D. Annual Risk Assessment and Proposed FY2025 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) and to discuss specific cybersecurity threats and vulnerabilities because discussion in an open meeting would jeopardize the safety or the security of the University’s information technology system, or software programs as permitted by Code of Virginia Section 2.2-3711(A)(19).
- IV. Reconvene in Open Session and FOIA Certification
- V. Report from the Executive Vice President for Administration and Finance – Chad A. Reed
 - A. Red Flag Rule
- VI. Report from the Vice President for Human Resources Diversity, Equity, and Inclusion – September Sanderlin
 - A. FLSA Updates
 - B. 403b Amendment
 - C. Department of Human Resources Transformation
 - D. Healthiest Employer Winner
 - E. Administrative and Professional Faculty Appointments
- VII. Adjourn

UNIVERSITY AUDIT DEPARTMENT OF OLD DOMINION UNIVERSITY
Police Department Fiscal Activities FY2024

AUDIT SUMMARY

Responsible Management: Garrett Shelton, Chief of Police	Auditors: Julia Adkins, Senior Auditor Lauren Eady, Audit Manager
Responsible Vice President: Chad Reed, Executive Vice President for Administration and Finance	Chief Audit Executive: Amanda Skaggs
	Audit Report Date: 11/20/2024

Background

The University Audit Department was asked to complete an annual fiscal review of the Old Dominion University Police Department (ODUPD) to assist the department in complying with the Commission on Accreditation for Law Enforcement (CALEA) requirements. Accreditation standard 17.4.3 requires an independent audit of the agency’s fiscal activities. CALEA recommends that “an independent audit should be conducted at least annually or at a time stipulated by applicable statute or regulation.”

Scope and Objectives

The main purpose of this audit engagement was to provide an independent assessment of the financial activity within the ODUPD.

The engagement focused on determining whether:

- adequate internal controls and operating procedures were in effect for fiscal related activities;
- transactions and practices followed applicable State and University policies and procedures;
- financial transactions were appropriate and monitored; and
- the department adheres to CALEA standards for fiscal management and agency property.

Specific coverage for the engagement included a review of the following: general expenses, small purchase charge cards (Pcards) including reconciliations, transactions and spilt payments, travel expenses, budget management and budgetary signature authority, fixed assets, operational readiness of agency property, department policies, and Web Time Entry (WTE) approvals. The scope of this engagement was transactions and activities occurring in fiscal year 2024 (FY24).

Inherent Risk Exposure¹	Audit Conclusion²: System of Internal Controls
<input type="checkbox"/> Low <input type="checkbox"/> Moderate <input checked="" type="checkbox"/> High	<input type="checkbox"/> Highly Effective <input checked="" type="checkbox"/> Effective <input type="checkbox"/> Partially Effective <input type="checkbox"/> Ineffective

¹ Risk exposure is based on the inherent risk of the audited area and not the results or conclusions of the audit.
² Audit conclusion is based on the ratings category criteria applied to the system of internal controls relative to the audit scope.

Summary of Results

In summary, internal controls were found to be operating as expected and no reportable conditions were noted. We found several areas with strong internal controls including purchasing card sign offs and transaction receipt uploads, proper signatory authority for budget accounts, department travel compliance with Office of Finance policies, and agency property being stored in a state of operational readiness. Minor exceptions were reported to the department along with suggestions for improvement.

We would like to express our appreciation to the Old Dominion University Police Department management and staff for their assistance during the engagement.

**UNIVERSITY AUDIT DEPARTMENT OF OLD DOMINION UNIVERSITY
Audit of Office of the President FY2024 Expenditures**

AUDIT SUMMARY

<p>Department Contacts: Velvet Grant, Special Assistant to the President Donna Meeks, Executive Secretary to the Board of Visitors and University Policy Manager</p> <p>Responsible Executives: Brian O. Hemphill, Ph.D., President Ashley Schumaker, Chief of Staff and Executive Vice President for Strategic Operations</p>	<p>Auditors: Bobby Donovan, Senior Auditor Lauren Eady, Audit Manager</p> <p>Chief Audit Executive: Amanda Skaggs</p> <p>Audit Report Date: 11/21/2024</p>
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Background

This audit was performed as part of the University’s annual audit plan approved by the Board of Visitors. Transactions of the Office of the President are audited annually, in the categories of Web Time Entry approvals, personnel costs, memberships, travel, entertainment in connection with University functions, other general expenses, use of small purchase charge cards, and budget management and authority.

Scope and Objectives

The audit consisted of reviewing transactions from fiscal year 2024 for the nine budget accounts maintained by the Office of the President. These accounts are used for expenditures associated with the official duties and activities of the Office. These budget accounts include two Commonwealth accounts and seven discretionary accounts.

Transactions were reviewed to determine whether they were:

- made in compliance with all applicable state and University policies and procedures;
- reasonable and appropriate to the function of the President’s Office; and
- properly recorded and documented.

Transactional testing was performed and follow-up with the Office of the President’s staff was conducted, as necessary.

Inherent Risk Exposure ¹	Audit Conclusion ² : System of Internal Controls
<input checked="" type="checkbox"/> Low <input type="checkbox"/> Moderate <input type="checkbox"/> High	<input checked="" type="checkbox"/> Highly Effective <input type="checkbox"/> Effective <input type="checkbox"/> Partially Effective <input type="checkbox"/> Ineffective

¹ Risk exposure is based on the inherent risk of the audited area and not the results or conclusions of the audit.
² Audit conclusion is based on the ratings category criteria applied to the system of internal controls relative to the audit scope.

Summary of Results

In our opinion, the system of internal controls in effect for expenditures within the Office of the President were highly effective during our period of review. Based on our testing, expenditures and other transactions of the Office of the President were reasonable and appropriate.

We sincerely appreciate the outstanding support and communication provided by the Office of the President throughout the audit process.



OLD DOMINION UNIVERSITY

Status of Audit Issues Since September 2024

University Audit Department
November 21, 2024

Status of Audit Issues Since September 2024

At the conclusion of each audit engagement, it is requested that management formally respond to all issues and concerns identified within the audit report with a corrective action plan(s) and expected completion date. In accordance with the Board of Visitors approved Charter of the University Audit Department, the Chief Audit Executive is responsible for following up with individual departments to determine the status of the open action items and reporting the results to the Audit, Compliance, and Human Resources Committee of the Board of Visitors.

During follow-ups, responsible departmental personnel are interviewed as needed to ascertain progress made on corrective actions outlined in management's responses to the original audit report. Completion is achieved when actions are taken to address all concerns and confirmed through examination of documentation and appropriate audit testing. 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.

Status Summary

There were 18 open action items in the September report. Of these 6 are now complete, 10 are in progress, and 2 are planned. The University Audit Department will actively track the open action items to completion.

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

Status of Audit Issues Since September 2024

Issue Status by Engagement

Engagement Title	Report Date	# of Issues Closed Since 9/4/24	# of Issues Open as of 11/21/24
Board Governance	6/4/20	1	0
Office of Research (Operational/Financial)	11/30/20	1	2
Academic Affairs	3/17/21	0	2
Facilities Events and Equipment	11/16/21	0	1
Office of Visa and Immigration Service Advising	4/5/22	0	1
Tennis Center	4/7/22	0	1
University Libraries	11/7/22	0	1
College of Sciences	4/6/23	1	1
Housing and Residence Life	11/17/23	3	1
Athletic Business Office	6/4/24	0	2

Summary Status by Executive Area

Audit Engagement Title	Report Date	# of Issues Closed Since 9/4/24	# of Issues Open as of 11/21/24
Academic Affairs			
Academic Affairs*	3/17/21	0	2
Office of Visa and Immigration Service Advising	4/5/22	0	1
University Libraries	11/7/22	0	1
College of Sciences	4/6/23	1	1
Athletics			
Facilities Events and Equipment	11/16/21	0	1
Tennis Center	4/7/22	0	1
Athletic Business Office	6/4/24	0	2
Research and Economic Development			
Office of Research (Operational/Financial)	11/30/20	1	2
Student Enrollment, Engagement, and Services			
Housing and Residence Life	11/17/23	3	1
Board of Visitors			
Board Governance	6/4/20	1	0

Status of Audit Issues Since September 2024

Action Plan Status by Report Date

Executive Area	Audit Title	Audit Observation	Report Date	Original Due Date	**Revised Due Date	Status
Board of Visitors	Board Governance	Bylaw and Board Manual Review Cycle	6/4/20	12/31/21		Complete
Research and Economic Development	Office of Research (Operational/Financial)	Research Conflicts of Interests Management	11/30/20	1/31/21		Complete
		Lease Arrangements*	11/30/20	3/31/21	1/31/25	In Progress
		Research Center Evaluations	11/30/20	1/31/23	5/30/25	In Progress
Academic Affairs	Academic Affairs	Budget Management	3/17/21	10/30/20	6/30/25	In Progress
		Overload Payments	3/17/21	5/1/21	2/28/25	In Progress
Athletics	Facilities Events and Equipment	Apparel Inventory Management	11/16/21	1/1/23	5/1/25	In Progress
Academic Affairs	Office of Visa and Immigration Service Advising	Reconciliation of Visa Holder Data	4/5/22	7/1/22	1/31/25	In Progress
Athletics	Tennis Center	Records Management	4/7/22	7/1/23	4/1/25	In Progress
Academic Affairs	University Libraries	Records Management	11/7/22	12/31/23	12/31/24	In Progress
Academic Affairs	College of Sciences	Emergency Management	4/6/23	12/1/23		Complete
		Budget Reconciliations	4/6/23	9/1/23	2/28/25	In Progress
Student Enrollment, Engagement, and Services	Housing and Residence Life	Control of Electronic Door Access	11/17/23	2/1/24		Complete
		Physical Keys	11/17/23	8/1/24		Complete
		Revenue Deposits and Fees Charged	11/17/23	6/30/24	2/15/25	In Progress
		Web-Time Entry Overrides	11/17/23	1/30/24		Complete
Athletics	Athletic Business Office	Time and Leave Entries and Approvals	6/4/24	1/1/25		Planned
		Records Management	6/4/24	3/1/25		Planned

* Academic Affairs has responsibility for the remaining action needed.

** Division leaders were provided the opportunity to propose a revised due date that aligns with their commitment to completing all remaining actions.

OLD DOMINION UNIVERSITY
University Audit Department
Proposed Audit Plan
FY2025

SCHEDULED ENGAGEMENTS

Audits	Area	Budget Hours	Group Total
Honors College	Academic Affairs	250	
Graduate School	Academic Affairs	250	
University Travel	Administration and Finance	350	
Indigent Care Apportionment Plan FY2024 EVMS Activities	Virginia Health Sciences	200	
Veteran Affairs Post-9/11 GI Bill Benefits FY2024 EVMS Activities	Student Enrollment, Engagement and Services	300	
Campus Life Services: Dining Services Contract Administration	Student Enrollment, Engagement and Services	225	
Petty Cash	Multiple	125	
Amazon Web Services Cloud Computing Environment	Digital Technology and Transformation	400	
IT Project Management	Digital Technology and Transformation	300	
Endowment and Gift Spending	Multiple	200	
Annual Engagements	Area	Budget Hours	Group Total
Office of the President FY2024 Expenditures	Office of the President	125	
Police Department Fiscal Activities FY2024	Administration and Finance	200	
			325
Audits Started In Prior Fiscal Years	Area	Budget Hours	Group Total
Enterprise Data Storage and Recovery	Digital Technology and Transformation	150	
College of Engineering and Technology	Academic Affairs	300	
Onboarding Processes (Classified and AP Faculty)	Multiple	350	
Provisioning of Affiliate Access	Multiple	200	
EVMS Research and Development FY2024	Virginia Health Sciences	1200	
			2,200
Total Scheduled Audit Hours			5,125

OTHER AUDIT ACTIVITIES

Assisting Others	Area	Budget Hours	Group Total
Audit Outreach	University Wide	50	
Web Time Entry Override Reports	University Wide	70	
Auditor of Public Accounts Internal Control Follow-Up	Multiple	150	
Advisory Services (Multiple Engagements)	Multiple	850	
			1,120
Activity		Budget Hours	Group Total
Audit, Compliance and Human Resources Committee Activities		200	
Audit Planning and Risk Assessment		150	
State Fraud, Waste and Abuse Hotline and Internal Investigations		200	
Follow-Up Activities for Open Action Items		200	
Policy Review Committee		75	
Audit Software Administration		30	
IIA Global Internal Audit Standards Implementation		50	
Quality Assurance Improvement Program		200	
Continuing Professional Development		300	
			1,405
Total Other Audit Activities			2,525
Total Audit Hours			7,650

Administrative Faculty Appointments
August 15, 2024 – November 10, 2024
(Clinical Appointments July 2, 2024 – November 10, 2024)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Julia Adkins Senior Auditor, Assistant Instructor University Audit Department	\$87,526	9/10/2024	12 mos.

Julia Adkins holds a Bachelor of Science degree in Business Administration from Radford University. Adkins brings experience as the Digital Operation Analyst at Dollar Tree Stores.

Pierre Atallah Senior Associate Registrar for Academic Services, Assistant Instructor Academic Affairs <i>Exceptional Hire</i>	\$110,000	11/1/2024	12 mos.
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Pierre Atallah holds a Master of Science in Business Administration from American University of Science and Technology, Lebanon and a Bachelor of Science in Management Information Systems from American University of Science and Technology, Lebanon. Atallah brings experience as the Associate Registrar for Student Services at Old Dominion University.

Amy Becraft Standardized Patient Educator, Professional Skills CTR	\$81,452	10/24/2024	12 mos.
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Amy Becraft holds a Bachelor of Science in Psychology from the University of Dayton. Becraft brings experience as a Standardized Patient, Event Administrator for Eastern Virginia Medical School.

Natasha Bibbins Director of Academic Resources, Instructor VP of Academic Affairs	\$92,000	9/25/2024	12 mos.
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Natasha Bibbins holds Master of Science in Management from the University of Pheonix and a Bachelor of Science in Business from the University of Phenix. Bibbins brings experience as the Operations Manager, Interdisciplinary Schools with Old Dominion University.

Brittany Bookout Ultrasonographer I, MFM- Hofheimer Hall	\$68,776	10/25/2024	12 mos.
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Brittany Bookout holds a Master of Education from Norfolk State University, Bachelor of Science in Biology from Virginia Tech, and Associates of Diagnostic Medical Sonography from ECPI University. Bookout brings experience as Diagnostic Medical Sonographer.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Eric Bumanglag Nurse Practitioner II, Otolaryngology	\$140,185	9/25/2024	12 mos.

Dr. Eric Bumanglag holds a Doctor in Nursing Practice from Virginia Commonwealth University, a Master of Arts in Human Services Counseling from Regent University and a Bachelor of Science in Nursing from Hampton University. Dr. Bumanglag holds around 15 years of clinical experience from various hospitals including Sentara.

Dr. Erin Bunton Civil Rights/Title IX Investigator, Assistant Professor Institutional Equity and Diversity	\$85,000	9/25/2024	12 mos.
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Dr. Erin Bunton holds a Doctor of Philosophy degree in Higher Education from Old Dominion University, a Master of Science degree in Education at Old Dominion University, and a Bachelor of Arts degree in Sociology from Old Dominion University. Dr. Bunton brings experience as the Data Analyst at AMA, Inc.

Dr. Allison Burch CRM Manager, Assistant Professor Enrollment Management	\$71,400	10/10/2024	12 mos.
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Dr. Allison Burch holds a Doctor of Philosophy degree in Agricultural Sciences Education and Communication from Perdue University, and a Master of Science degree in Regulator Science from the University of Arkansas. Dr. Burch brings experience as the Director of Admissions Operations at Mary Baldwin University.

Charlotte Burchett Physician Assistant, Medical Group- Psychiatry	\$98,758	8/10/2024	12 mos.
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Charlotte Burchett holds a Master of Physician Assistant from Eastern Virginia Medical School and a Bachelor of Arts, Foreign Affairs from the University of Virginia. Burchett brings experience from her clinical rotations as an EVMS student in the departments of Psychiatry, Family Medicine, Pediatrics, ENT, Women's Health, Emergency Medicine, Surgery, and Internal Medicine.

Nancy Cline Civil Rights/Title IX Investigator, Instructor Institutional Equity and Diversity	\$80,000	9/10/2024	12 mos.
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Nancy Cline holds a Master of Science degree in Education Administration and Supervision from Old Dominion University, and a Bachelor of Science degree in History from Hampton University. Cline brings experience as the Assistant Director of Family and Community Partnership at West Virginia Department Education.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Sara ‘Nicole’ Cronenwett Director, Fraternity & Sorority Life, Assistant Professor Student Engagement and Traditions <i>Exceptional Hire</i>	\$85,000	9/10/2024	12 mos.

Dr. Nicole Cronenwett holds a Doctor of Philosophy degree in Higher Education Administration from Bowling Green State University, a Master of Science in College Student Personnel Administration from the University of Central Missouri, and a Bachelor of Science in Mass Communications from Texas Women’s University. Dr. Cronenwett brings experience as the Director of Fraternity and Sorority Life with Radford University.

Robert Donovan Senior Auditor, Assistant Instructor University Audit Department	\$84,000	9/25/2024	12 mos.
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Robert Donovan holds a Bachelor of Science degree in Business Administrator from Old Dominion University and an Associate of Science degree in Business Administrator from Northern Virginia Community College. Donovan brings experience as the Internal Auditor at TowneBank.

Kristin Dunham Registered Nurse, Otolaryngology	\$81,452	10/7/2024	12 mos.
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Kristin Dunham holds a Bachelor of Science in Nursing from Western Governors University. Her previous clinical experience included working within Sentara Hospital systems as a Registered Nurse in general surgery and pain management.

Maria Edwards Professional Counselor, Instructor Counseling Services	\$68,000	9/25/2024	12 mos.
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Maria Edwards holds a Master of Science degree in Art Therapy and Counseling from Eastern Virginia Medical School, and a Bachelor of Fine Arts degree in Studio Art at Western Carolina University. Edwards brings experience as the Psychotherapist at Pasadena Villa Outpatient.

Keith Fellenstein Assistant Athletic Director of Facilities, Grounds and Turf Management, Assistant Instructor Athletics	\$60,000	10/25/2024	12 mos.
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Keith Fellenstein holds a Bachelor of Arts degree in History from the University of Maryland. Fellenstein brings experience as a Golf Course Superintendent at Belmont Country Club.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Shannon Freeman Associate Director for Finance, Instructor Student Housing	\$75,000	11/25/2024	12 mos.

Shannon Freeman holds a Master of Science degree in Psychology from Walden University, a Bachelor of Arts degree in Business Administration at Saint Leo University, and an Associate of Applied Science degree in Office Systems Technology from Tidewater Community College. Freeman brings experience as the Budget Manager at Old Dominion University.

Amelia Frelier Coordinator of Graduate Recruitment, Instructor Graduate Admissions <i>Emergency Hire</i>	\$55,156	9/25/2024	12 mos.
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Amelia Frelier holds a Master of Public Administration from Old Dominion University and a Bachelor of Science in Psychology from Old Dominion University. Frelier brings experience as an Administrative and Academic Program Coordinator for Old Dominion University.

Kimberly Gray Nurse Practitioner, Internal Medicine	\$116,534	7/29/2024	12 mos.
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Kimberly Gray holds a Master of Science, PMHNP from Walden University and a Bachelor of Science in Nursing from Norfolk State University. Gray brings experience as a Registered Nurse for the Department of Defense- Navy.

Rebecca Hales Audiologist, Otolaryngology HNS	\$74,598	7/8/2024	12 mos.
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Rebecca Hales holds a Bachelor of Science in Deaf Education K-12 from the University of North Carolina at Greensboro. Hales brings experience as a Graduate Clinician for EVMS Hearing & Balance and JMU Audiology Clinic. Hales also brings experience as a Teacher of the Deaf for Williamsburg/James City County.

Raven Holloman Registered Nurse, OB/GYN	\$66,414	10/10/2024	12 mos.
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Raven Holloman holds an Associate of Science in Nursing from Fortis College with a Phlebotomy Certification from ECPI University. Her most recent professional experience includes working as Riverside Regional Medical Center as a Medical Surgical Nurse.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Yujie Huang Associate Director for Assessment, Assistant Professor Institutional Effectiveness & Assessment	\$85,000	9/10/2024	12 mos.

Dr. Yujie Huang holds a Doctor of Philosophy degree in Agricultural Sciences Education and Communication from Perdue University, and a Master of Science degree in Regulator Science from the University of Arkansas. Dr. Huang brings experience as the Learning Assessment and Applied Research Manager at the Studio for Teaching & Learning Innovation.

Dr. Kelly King Physician, Assistant Professor Student Health Services	\$200,384	11/10/2024	12 mos.
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Dr. Kelly King holds a Doctor of Medicine degree from the University of Mississippi, a Master's degree from the University of Mississippi, and a Bachelor's degree from the University of Mississippi. Dr. King brings experience as a Physician at US Acute Care Solutions.

Deborah Kirkland Transfer Academic Success Advisor, Instructor Arts & Letters Commonwealth Account	\$50,715	8/25/2024	12 mos.
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Deborah Kirkland holds a Master of Science Education degree in Clinical Mental Health Counseling from Old Dominion University, a Bachelor of Science degree in Human Services from Old Dominion University, and an Associate of Applied Science degree in Psychology and Social Work from Rappahannock Community College. Kirkland brings experience as an Advisor at Old Dominion University.

Henry Leonardi 2 nd Assistant Women's Rowing Coach, Assistant Instructor Athletics <i>Exceptional Hire</i>	\$63,920	8/25/2024	12 mos.
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Henry Leonardi holds a Bachelor of Art in Economics from Bucknell University. Leonardi brings experience as the Assistant Coach & Recruiting Coordinator Men's Club- Varsity Crew with Bucknell University.

Kaitlyn McCoy MEESA ILAB Program Manager Instructor, Maritime & Environment Studies <i>Emergency Hire</i>	\$85,000	10/25/2024	12 mos.
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Kaitlyn McCoy holds a Master of Science in Library Science from East Carolina University and a Bachelor of Art in English from the University of Phoenix. McCoy brings experience as the Program Manager for the Brooks Crossing Innovation Lab for Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Brittany Mitchell Community Faculty Relationship Specialist, Experiential Learning	\$81,452	9/25/2024	12 mos.

Brittany Mitchell holds a Bachelor of Arts in Broadcast Journalism from the University of Mississippi. She holds experience as a News Anchor/ Reporting for WVEC-TV in Norfolk, VA. Her most recent position as a Sales Director with Mary Kay, Inc. where she demonstrated the ability to act as a key partner in business operations.

Leah Mudd Associate Director for Orientation, Instructor Center for Orientation, Transition and Retention <i>Emergency Hire</i>	\$65,000	9/10/24	12 mos.
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Leah Mudd holds a Master of Science in Higher Education from Florida State University and a Bachelor of Arts in Psychology from Bellarmine University. Mudd brings experience as the Student Recruitment and Admissions Officer with Bellarmine University.

Stephanie Nahitchevansky Registered Nurse, MFM- Hofheimer Hall	\$81,452	11/10/2024	12 mos.
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Stephanie Nahitchevansky brings 20+ years of nursing experience as a travel and staff RN, most recently as a Pediatric School Nurse for Norfolk Public Schools.

Sarah Osorio CRM Administrator, Instructor Distant Learning Support	\$75,000	9/25/2024	12 mos.
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Sarah Osorio holds a Master of Science degree in Library Science from the University of North Carolina and a Bachelor of Arts degree in Government and History from the University of Virginia. Osorio brings experience as the Quality Assurance and Testing Lead, Consultant Analyst at Cloud for Good.

Crystal Rawls Academic Advisor, Instructor School of Public Health	\$51,912	10/25/2024	12 mos.
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Crystal Rawls holds a Master of Science degree in Educational Leadership in Higher Education from Old Dominion University and a Bachelor of Science in Mass Communication from Virginia Commonwealth University. Rawls brings experience as a Senior Academic Advisor at George Washington University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Luisel Ricks-Santi Senior Associate VP of Diversity & Inclusion EVHSC Diversity and Inclusion	\$165,000	9/4/2024	12 mos.

Dr. Luisel Ricks-Santi holds a Doctor of Philosophy in Tumor Biology from Georgetown University and Bachelor of Science in Molecular Biology from Hampton University. Dr. Ricks-Santi brings experience as an Associate Director of Diversity, Equity & Inclusion for the University of Florida Health Cancer Center.

Kiarra Robinson Registered Nurse, Internal Medicine - Sickle Cell Program	\$81,452	10/10/2024	12 mos.
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Kiarra Robinson holds a Bachelor of Science in Nursing from University of Maryland and an Associate Degree in Nursing from Prince George's Community College in Maryland. She began her professional experience with Sentara Norfolk General Hospital in 2018 as a Registered Nurse in the Surgical Observation Unit.

Briana Sachner Nurse Manager I, MFM- TPC	\$72,686	9/25/2024	12 mos.
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Briana Sachner holds a Bachelor of Science in Nursing and a Bachelor of Science in Health Science from George Washington University. Sachner brings experience as Staff Nurse, Oncology for Sentara Virginia Beach General.

Ruby Schaubach Coordinator, Fitness and Wellness, Instructor Recreation & Wellness	\$49,440	9/10/2024	12 mos.
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Ruby Schaubach holds a Master of Science degree in Exercise Science from Old Dominion University, and a Bachelor of Science degree in Athletic Training from James Madison University. Schaubach brings experience as the Fitness Specialist with MWR at Dam Neck Base Fitness Facility.

Brandy Sidlo Instructional Technologist, Assistant Professor Digital Innovation & Technology	\$73,000	9/25/2024	12 mos.
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Brandy Sidlo holds a Master of Arts degree in English from Old Dominion University, a Master of Arts degree in Education from the College of William and Mary, and a Bachelor of Arts degree in English from College of William and Mary. Sidlo brings experience as a Teacher at Hampton City Schools.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Maura Simokaitis Physician Assistant, Dermatology	\$98,758	8/20/2024	12 mos.

Maura Simokaitis holds a Master of Physician Assistant from Eastern Virginia Medical School and a Bachelor of Science in Biology from the University of Missouri-Columbia. She held honors in her various clinical rotations and pertinent experience with various healthcare treatments and technologies. Simokaitis began her healthcare career with Washington University in St. Louis as a Certified Medical Assistant.

Bhavdeep Singh CRM Developer, Instructor Digital Innovation & Technology	\$100,000	11/10/2024	12 mos.
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Bhavdeep Singh holds a Master of Science in Computer Science from California State University, Northridge and a Bachelor of Science in Computer Science and Engineering from Punjab Technical University in India. Singh brings experience as a Senior Sales Force Developer/Administrator/Dev-Ops.

Alecia Stancil Program Manager CSLS, Assistant Instructor Computer Science Lab Schools <i>Emergency Hire</i>	\$75,000	10/25/2024	12 mos.
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Alecia Stancil holds a Bachelor of Science in Biology from Virginia Union University. Stancil brings experience as a TEC Training Coordinator for the Institute for Advance Learning and Research.

Rajaka Tucker Assistant Controller – Foundations, Instructor Foundation Accounting <i>Exceptional Hire</i>	\$115,000	9/25/2024	12 mos.
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Rajaka Tucker holds a Master of Business Administration in Accounting from Regent University, a Master of Education from Regent University, and a Bachelor of Arts in Business Administration from Lakeland College. Tucker brings experience as the General Accounting Manager with Smithfield Foods.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ashlyn Tuft-Williams Program Manager, OB/GYN	\$70,569	8/25/2024	12 mos.

Ashlyn Tuft-Williams holds a Master of Business Administration from Longwood University and a Bachelor of Science in Health Services Administration from Old Dominion University. Tuft-Williams brings experience as a Staff Accountant for Eastern Virginia Medical School.

Taylor Waddell Registered Nurse, MFM- Hofheimer Hall	\$81,452	9/10/2024	12 mos.
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Taylor Waddell holds a Bachelor of Science in Nursing from Marian University. She holds various Licensures and certifications ranging from NRP to AWHONN. She has prior working experience as a Labor & Delivery Nurse with Sentara Norfolk General Hospital.

Mary Wagner Registered Nurse, MFM-TPC	\$81,452	9/10/2024	12 mos.
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Mary Wagner holds a Bachelor of Science degree in Nursing from James Madison University. She holds three active certifications from the American Heart Association and prior experience working in L&D and HCA Reston Hospital Center.

Dr. Jasper Waugh-Quasebarth Director and Curator, Gordon Art Galleries, Assistant Professor College of Arts and Letters	\$89,600	8/25/2024	12 mos.
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Dr. Jasper Waugh-Quasebarth holds a Doctor of Philosophy with distinction from the University of Kentucky, a Master of Arts degree in Anthropology from the University of Kentucky, and a Bachelor of Arts degree in Anthropology and History from the University of Virginia. Dr. Waugh-Quasebarth brings experience as a Visiting Assistant Professor in the Department of Comparative Studies, Director of the Center of Folklore Studies and Archivist for Center of Folklore Studies at Ohio State University.

Dr. Rachel Sparks White Director, Aerospace Academy Eastern Shore, Assistant Professor Aerospace Academic of Eastern Shore <i>Emergency Hire</i>	\$100,000	10/25/2024	12 mos.
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Dr. Rachel Sparks White holds a Doctor of Philosophy in Curriculum and Instruction from Old Dominion University, a Master of Science in Physics from the University of Utah, a Bachelor of Science in Physics and a Bachelor of Science in Applied Mathematics from Old Dominion University. Dr. Sparks White brings experience as the Assistant Director for the Virginian Space Grant Consortium.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Kelsey Whitlow Student Success Director, Instructor Digital Transformation and Technology	\$57,000	9/10/2024	12 mos.

Kelsey Whitlow holds a Master of Science degree in Education from Old Dominion University, and a Bachelor of Science degree in Human Services from Old Dominion University. Whitlow brings experience as the Academic Advisor & Success Coach at Old Dominion University.

Kelsey Wilkinson Assistant Vice President for State Relations and Health Policy, Instructor Governmental Relations	\$125,000	11/10/2024	12 mos.
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Kelsey Wilkinson holds a Master of Public Administration degree from the University of Pennsylvania and a Bachelor of Arts in Political Science and Business Management from Randolph Macon College. Wilkinson brings experience as the Director of Government Affairs with the Medical Society of Virginia.

Heather Williams Registered Nurse, Diabetes CTR	\$65,000	8/10/2024	12 mos.
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Heather Williams holds a Bachelor of Science in Biology from Old Dominion University and an Associate Degree in Nursing from Bryant and Stratton College. Williams brings experience as an LPN for Eastern Virginia Medical School.

Otis Williams Assistant Director for Leadership and Career Programs, Instructor Center for Career and Leadership Development	\$57,031	11/10/2024	12 mos.
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Otis Williams holds a Master of Science degree in Education from Old Dominion University, and a Bachelor of Science degree in Economics from Florida Atlantic University. Williams brings experience as a Residence Director at Berklee College of Music.