

MEMORANDUM

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

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

DATE: September 7, 2023

SUBJECT: Meeting of the Committee, September 14, 2023

The Board of Visitors Audit, Compliance and Human Resources Committee will meet on Thursday, September 14, 2023 at 10:00 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 June 15, 2023.
- II. Report from the Chief Audit Executive – Amanda Skaggs
 - A. Committee Charter – Discussion and Affirmation of Responsibilities for FY2023
 - B. Internal Quality Assurance Improvement Program
 - i. FY2023 Program Results
 - ii. Annual Independence Confirmation
 - C. Presentation of Completed Audit Reports
 - i. Status of Open Audit Issues Since June 2023
 - D. Discussion of Open Audit Projects
 - i. Housing and Residence Life
 - ii. Athletic Business Office
 - iii. Enterprise Data Storage and Recovery
 - iv. Salesforce TargetX – Customer Relationship Manager
 - v. College of Engineering and Technology
 - vi. Student Financial Aid
 - vii. Onboarding Processes (Classified and AP Faculty)

- viii. Office of the President FY2023 Expenditures
- ix. Police Department Fiscal Activities FY2023
- x. Special Projects and Other Activities

III. Closed Session – Convene in closed session to discuss the performance of specific departments where such evaluation will necessarily involve discussion of the performance of specific individuals as permitted by the Code of Virginia Section 2.2-3711(A)(1).

IV. Reconvene in Open Session and FOIA Certification

V. Report from the Vice President for Human Resources Diversity, Equity, and Inclusion – September Sanderlin

A. Annual Workforce Plan

B. AP Faculty Appointments

VI. Adjourn

**OLD DOMINION UNIVERSITY BOARD OF VISITORS
AUDIT, COMPLIANCE AND HUMAN RESOURCES
COMMITTEE CHARTER**

Purpose and Authority

To assist the Board of Visitors in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control, the internal and external audit processes, and the University's process for monitoring compliance with laws and regulations and the code of ethics and matters of compliance related to the University's human capital infrastructure. In so doing, it is the responsibilities of the Committee to maintain free and open communication among the Committee, independent auditors, the internal auditors, Compliance Advisory Committee, and management of the University. The Committee has such authority as is provided for in the Code of Virginia, the Board Bylaws and as assigned by the Board as a whole.

Composition

The Audit, Compliance and Human Resources Committee will consist of an odd number of members of the Board of Visitors. Committee members and the chair shall be appointed through the normal processes as defined in the Board Bylaws. Members of the Audit, Compliance and Human Resources Committee should have some basic knowledge of generally-accepted accounting procedures and financial reporting and controls. Committee members should also have a basic knowledge of human resource management. Members of the Audit, Compliance and Human Resources Committee may serve on the Administration and Finance Committee; however, a majority of the Audit, Compliance and Human Resources Committee may not serve on the Administration and Finance Committee. The Chair should also not serve on the Administration and Finance Committee.

Meetings

Meetings of the Committee will occur in conjunction with regular meetings of the Board of Visitors, which happen no less frequently than four times each year on such dates and in such places as may be set by the Rector and the Board of Visitors. The Committee will have the authority to convene additional meetings as circumstances require. All committee members are expected to attend each meeting – in person or via teleconference or videoconference. The Committee will invite members of management, auditors, or others to attend meetings and provide pertinent information, as necessary. It will hold private meetings with auditors (see below) and executive sessions. Meeting agendas will be prepared and provided in advance to members, along with appropriate briefing materials. Minutes will be prepared and distributed in advance of subsequent meetings.

Responsibilities

The Committee's general responsibilities are defined in Section 4.02 (d) of the Board Bylaws:

"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 the external auditors, determining that the administration has been open and has acted in good faith in connection with the audit; (3) oversight of the internal audit function, including receiving reports and approval of the annual audit plan; and (4) reviewing matters of compliance related to the University's human capital infrastructure; and (5) oversight of the University's compliance function."

More specifically, the below are some of the duties of the Committee:

Financial Statements

- Receive entrance and exit communications with the external auditors regarding their annual audit of the University and any other communications as necessary.
- Review with management and the external auditors the results of the audit, including any difficulties encountered.

Internal Control

- Consider the effectiveness of the University's internal control system, including information technology security and control.
- Understand the scope of internal and external auditors' review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.
- Determine whether internal control recommendations made by internal and external auditors have been implemented by management.

Internal Audit

- Review with management and the Chief Audit Executive the charter, plans, activities, staffing, and organizational structure of the internal audit function.
- Approval annual internal audit plans.
- Periodically review and update the internal audit function's audit charter.
- Ensure there are no unjustified restrictions or limitations, and review and concur in the appointment, replacement, or dismissal of the Chief Audit Executive.
- Review the effectiveness of the internal audit function, including compliance with The Institute of Internal Auditors' *International Standards for the Professional Practice of Internal Auditing*. This includes receiving the results of periodic peer reviews conducted on the internal audit function.
- Review the results of significant audit activities, audit reports, and management responses, and ensure the Committee is informed about fraud, illegal acts, deficiencies in internal control and other audit-related matters.

- Monitoring the adequacy and timeliness of corrective actions taken in response to audit activities.
- On an as needed basis, meet separately with the Chief Audit Executive to discuss any matters that the Committee or internal audit believes should be discussed privately.

External Audit

- Review with management and the external auditors all matters required to be communicated to the committee under generally accepted auditing standards.
- Review the external auditors' proposed audit scope and approach, including coordination of audit effort with internal audit.
- Monitor audits performed by the external auditors.
- On an as needed basis, meet separately with the external auditors to discuss any matters that the Committee or auditors believe should be discussed privately.

Compliance

- Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of noncompliance.
- Review the findings of any examinations by regulatory agencies and any other auditor observations.
- Review the process for communicating the code of ethics to university personnel and for monitoring compliance therewith.
- Obtain regular updates from management, internal audit, the compliance function, and University legal counsel regarding compliance matters.

Human Resources

- Receive updates on new and revised policies having campuswide implications.
- Review annual succession planning goals in accordance with Code of Virginia § 2.2-1209.
- Periodically review employee census data reports.
- Receive annual updates on mandatory Commonwealth of Virginia reporting requirements including telework, classified employee turnover, and the employment opportunities plan for hiring people with disabilities.

Reporting Responsibilities

- Regularly report to the Board of Visitors about committee activities, issues, and related recommendations.
- Provide an open avenue of communication between internal audit, the external auditors, and the Board of Visitors.

Other Responsibilities

- Perform other activities related to this charter as required by the Board of Visitors.
- Review and assess the adequacy of the committee charter annually, requesting board approval for proposed changes, and ensure appropriate disclosure as may be required by law or regulation.
- Confirm annually that all responsibilities outlined in this charter have been carried out.
- Chair shall evaluate the Committee's performance and individual member participation on a regular basis.



OLD DOMINION UNIVERSITY

Status of Audit Issues Since June 2023

University Audit Department
September 7, 2023

Status of Audit Issues Since June 2023

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.

Progress Summary

There were 38 open action items in the June report, of which 3 are now complete. 30 items are in progress and 5 are planned that the University Audit Department will actively track 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 June 2023

Issue Status by Engagement

Engagement Title	Report Date	# of Issues Closed Since 6/6/2023	# of Issues Open as of 9/7/2023
Board Governance	6/04/20	0	1
Design and Capital Construction	11/25/20	0	2
Office of Research (Operational/Financial)	11/30/20	0	6
Academic Affairs*	3/17/21	1	4
Information Technology Services (ITS) Operations	4/09/21	0	1
Facilities Events and Equipment	11/16/21	0	1
Office of Visa and Immigration Service Advising	4/05/22	0	2
Tennis Center	4/07/22	0	3
Banner Workflows	5/25/22	0	1
Cybersecurity: Intrusion Detection and Incident Response	9/08/22	0	1
University Libraries	11/07/22	0	4
Desktop Management	3/10/23	1	0
Police Department Fiscal Activities FY2022	3/10/23	0	2
College of Sciences	4/06/23	1	7

Summary Status by Executive Area

Audit Engagement Title	Report Date	# of Issues Closed Since 6/6/2023	# of Issues Open as of 9/7/2023
Academic Affairs			
Academic Affairs*	3/17/21	1	4
Office of Visa and Immigration Service Advising	4/07/22	0	2
University Libraries	11/07/22	0	4
College of Sciences	4/06/23	1	7
Administration and Finance			
Design and Capital Construction	11/25/20	0	2
Information Technology Services (ITS) Operations	4/09/21	0	1
Banner Workflows	5/25/22	0	1
Cybersecurity: Intrusion Detection and Incident Response	9/08/22	0	1
Desktop Management	3/10/23	1	0
Police Department Fiscal Activities FY2022	3/10/23	0	2
Athletics			
Facilities Events and Equipment	11/16/21	0	1
Tennis Center	4/07/22	0	3
Research			
Office of Research (Operational/Financial)	11/30/20	0	6
Board of Visitors			
Board Governance	6/04/20	0	1

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

Status of Audit Issues Since June 2023

Action Plan Status by Report Date

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

Status of Audit Issues Since June 2023

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

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

*** Administration and Finance has responsibility for the remaining action needed.

ADMINISTRATIVE FACULTY APPOINTMENTS

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

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Evelyn Ashley Senior Associate Vice President for Student Engagement Assistant Professor, Student Engagement and Enrollment Services	\$225,000	6/10/2023	12 mos <i>Exceptional Hire</i>

Dr. Evelyn Ashley holds a Ph.D. in Higher Education Administration from Bowling Green State University, a M.Ed. in Adult Learning and Development from Cleveland State University, and a B.A. in Exercise and Sport Science from Hamline University. Prior to her appointment with ODU, Dr. Ashley served as the Dean of Students at the University of Massachusetts Amherst, Associate Dean of Students & Director of Student Support, Advocacy, and Accountability with Southern Methodist University. While with Southern Methodist University, Dr. Ashley served as the Dean of Students ad Interim and Assistant Dean of Student Life & Director of Student Conduct and Community Standards. At Bowling Green State University, Dr. Ashley served as the Assistant to the Chair, Higher Education Administration (HIED) Program, Greek House Director, Alpha Chi Omega Sorority, and Student Discipline Practicum, Office of the Dean of Students.

Gina Badolato Instructor, Early Care & Education Assistant Instructor, ODU Children's Learning & Research Center	\$41,000	8/10/2023	12 mos
---	----------	-----------	--------

Gina Badolato received a Bachelor's degree in Early Childhood Education from Old Dominion University. She brings prior experience having served as a High School Preschool Teacher at Potomac Falls High School in Potomac Falls, Virginia, a Teacher Cadet and Preschool Student Assistant at the ODU Children's Learning and Research Center.

Ashley Ball Assistant Women's Rowing Coach Assistant Instructor, Intercollegiate Athletics	\$50,000	8/10/2023	12 mos <i>Exceptional Hire</i>
---	----------	-----------	-----------------------------------

Ashley Ball holds Bachelor of Science in Business Administration from the University of Tennessee, Knoxville. She brings prior experience having served as a Finance and Accounting Outsourcing Senior Associate with RSM US LLP, an audit, tax, and consulting firm. Ms. Ball was a member of the University of Tennessee's Women's Rowing Team from 2017-2021.

Katrina Barnes Assistant Director, Internship and Co-Op Success Instructor, Monarch Internship and Co-Ops	\$64,000	8/21/2023	12 mos
--	----------	-----------	--------

Katrina Barnes received a Master of Art in Urban Education and a Bachelor of Social Work from Norfolk State University. She brings prior experience having served in previous roles as a Career Transitional Specialist Contractor for the Department of Labor, an Intern Director of Dual Enrollment, and a Coordinator of Dual Enrollment Activities at Tidewater Community College.

Luanne Bowman	\$225,000	8/25/2023	12 mos
Instructor Associate Vice President for Academic Affairs, Academic Affairs			

Luanne Bowman holds a Master of Business Administration from West Virginia University and a Bachelor of Business Administration in Accounting from Marshall University in Huntington, WV. Prior to her appointment with Old Dominion University, Ms. Bowman served as the Chief Operating Officer/Chief Financial and Administrative Office with Ohio University's Russ College of Engineering and Technology. Ms. Bowman has also served as a Consultant/External Evaluator with Sheba International, Inc. and as a BEACON Project Manager with Mountwest Community and Technical College.

Brittany Brandt	\$56,900	7/25/2023	12 mos
Assistant Director, Fitness & Wellness Instructor, Recreational and Wellness			

Brittany Brandt holds a Bachelor of Science degree in Education with a concentration in Exercise Science and a Master of Science degree in Sports Medicine with a concentration in Strength and Conditioning. Since July 2021, Ms. Brandt has been employed as the Fitness & Wellness Coordinator at West Virginia University. She was employed as the Fitness & Wellness Coordinator at Nicholls State University.

Catherine Burris	\$133,350	8/10/2023	12 mos
Associate Controller Assistant Instructor, Finance Office			

Catherine Burris received a Bachelor of Science in Business Administration, Accounting and Minor in Management from Old Dominion University. She is also a Certified Public Accountant and Certified Managerial Accountant. Ms. Burris brings experience having served as Interim Assistant Controller and an Accounting Manager at Old Dominion University. Ms. Burris also served as the Senior Property Accountant at Divaris Real Estate.

James Cabiness	\$52,000	8/25/2023	12 mos
Retention Coordinator Assistant Professor, Student Engagement & Enrollment Services			

Dr. James Cabiness received a Doctor of Education from Capella University, a Master of Business Administration from Averett University, and a Bachelor's in Business Administration from Averett University. Prior to coming to Old Dominion University, he served as the Executive Director, Office of Student Success and Retention for Elizabeth City State University, the Director of Academic Advising Center for Major Exploration with Radford University, and Executive Director of Academic Resources at Ferrum College.

Julie Campbell	\$58,000	8/28/2023	12 mos
Assistant Instructor Assistant Director for Employer Programs, Career Development Services			

Julie Campbell holds a Bachelor of Science degree in Resource Management from Virginia Tech University. Ms. Campbell brings previous experience serving as the Principal Talent Acquisition (TA) Partner, Senior Talent Acquisition Manager, and Principal Talent Acquisition Partner & Team Lead for the IBM Corporation.

Russell Chandler, Jr. \$90,346 7/10/2023 12 mos
 Director of Assessment & Planning
 Assistant Professor, Student Engagement & Enrollment Services

Dr. Russell Chandler holds a Doctor of Philosophy in Educational Psychology & Program Evaluation and a Master of Science in Secondary Education from Old Dominion University. Dr. Chandler brings experiences having served as a Research and Data Coordinator for Norfolk Public Schools, Research Director for the Hampton Roads Economic Development Alliance and Personal Banker for Wells Fargo & Company.

Cambrie Cooke \$41,000 7/25/2023 12 mos
 Assistant Athletic Trainer
 Instructor, Intercollegiate Athletics

Cambrie Cooke received a Master of Science in Athletic Training from the University of North Carolina, Wilmington, and Bachelor of Arts in Kinesiology from McDaniel College. Prior to coming to Old Dominion University, she served as an Athletic Training Student at the University of North Carolina Wilmington for the Soccer Team and Athletic Training Student for the University of North Carolina Wilmington Baseball team.

Hayden Cunningham \$49,350 7/25/2023 12 mos
 Transfer Success Advisor
 Instructor, College of Science *Emergency Hire*

Hayden Cunningham holds a M.S. in Ed. from William & Mary School of Education and a B.S. in Applied Physics from Christopher Newport University. Mr. Cunningham brings experience as an Early Career Engagement Intern and as a STEM Career Advising Graduate Assistant in the Office of Career Development & Professional Engagement at William and Mary.

Cierre Curtis \$75,000 6/25/2023 12 mos
 Junior Major Gift Officer
 Assistant Instructor, Office of Development *Emergency Hire*

Cierre Curtis holds a Bachelor of Science in Health, Physical Education, Recreation, Dance and Sports Management from Virginia State University. Prior to joining Old Dominion University, Ms. Curtis worked as a Junior Gift Officer for Virginia State University, an Admissions Representative/ Community Outreach for Centura College and a Long-Term Substitute Teacher in the Newport News Public School System.

Kirk Dewyea \$180,000 8/10/2023 12 mos
 Associate Vice President for Administration
 Instructor, Digital Learning *Exceptional Opportunity Hire*

Kirk Dewyea has over 28 years of experience leading various Distance/Digital Learning areas. He has a Master of Science in Administration from Central Michigan University, and graduate certificate from Harvard University in Higher Education Administration. He previously served as Digital Learning Training and Assessment Director. He has also worked as a Regional Director for both in-state and all out-of-state locations, and Site Director at multiple locations. In the last year, he has been instrumental in leading and overseeing the complete restructuring of Digital Learning. He currently serves as co-lead for the Digital Learning functional group for the EVMS merger, working through the various processes that need to be addressed to merge online offerings in a smooth and effective manner. He has also provided the vision and collaborative planning for the University-wide adoption of Salesforce to help us provide seamless, high-quality service and support to students.

Jason Dudley Instructional Training Coordinator Instructor, VMASC	\$80,000	8/10/2023	12 mos <i>Emergency Hire</i>
--	----------	-----------	---------------------------------

Jason Dudley holds a Master of Science in Education with a Mathematics Specialist Endorsement from Old Dominion University and a Bachelor of Science in Christian Ministry with an emphasis in New Testament from Lee University in Cleveland, TN. Mr. Dudley has served as a Maritime Training Pipeline Development Coordinator from the VMAS Center in Suffolk, VA and as a Teacher at Lindsay Middle School in Hampton, VA.

Ryan Fineman Assistant Baseball Coach Instructor, Intercollegiate Athletics	\$50,000	8/10/2023	12 mos <i>Exceptional Opportunity Hire</i>
--	----------	-----------	---

Ryan Fineman holds a Master of Science in Sports, Sports Hospitality, and Law from the University of Alabama and a Bachelor of Science in Sports Management and Marketing from Indiana University, Bloomington. He brings prior experience as a Baseball Coach with Garciaparra Baseball in Manhattan Beach, CA and Assistant Coach & Recruiting Coordinator with Cipola College.

Alexis George Assistant Athletic Trainer Instructor, Athletics	\$43,900	6/25/2023	12 mos
---	----------	-----------	--------

Alexis E. George holds a Master of Athletic Training from Youngstown State University and a Bachelor of Science in Applied Science from Youngstown State University. She brings experience having served as Athletic Trainer for the ODU Field Hockey team, Appalachian State University Field Hockey team, and East High School Athletic Training Student with Youngstown City Schools.

Rosa "Jacky" Gray Digital Media Production Director Instructor, Digital Learning	\$90,000	8/10/2023	12 mos <i>Exceptional Opportunity Hire</i>
---	----------	-----------	---

Rosa "Jacky" Gray holds an Advertising Degree from Universidad Catolica de Manizales in Colombia and a BFA Visual Design Degree from the Universidad de Caldas in Colombia. Rosa brings experience having served as the Director of Digital Media Production and Graphic Design Manager in Digital Innovation with Old Dominion University. She has worked as a Multimedia Designer at ODU and an Electronic Media Specialist at Hampton University.

Anzhelika Gyulumyan Instructional Designer Instructor, Digital Learning	\$65,000	6/25/2023	12 mos <i>Emergency Hire</i>
--	----------	-----------	---------------------------------

Anzhelika Gyulumyan has a Master of Science in Education - Instructional Design and Technology from Old Dominion University and a Bachelor's degree in Tourism from Russian-Armenian (Slavonic) University. She brings experience having served as an Instructional Designer Graduate Assistant with Old Dominion University, an Instructional Designer intern with the Management & Technology Consulting Group, Inc., and as an Educational Programs Development Manager at the Startup Armenia Foundation in Armenia.

Effective

Jonathan Heeter Content Strategist Assistant Instructor, Digital Learning	\$82,000	6/25/2023	12 mos
--	----------	-----------	--------

Jonathan Heeter received a B.A. in Journalism from Georgia State University. Jonathan demonstrates a strong experience with content marketing, including branding through content, targeted messaging, and social media strategy and management, understanding the channels our prospective and current student populations are using, nuances and context for each, and how to maximize resources to drive impact across digital channels. Jonathan's experience is extensive. He worked most recently as a Writer/Editor at American University. Previously he was the Senior Content Editor for Digital Projects at The Virginian-Pilot/Daily Press and the Digital Content Specialist/Sports & Digital Editor at the Daily Press.

Stacie Hendrix Operations Manager/Assistant to the Chair Instructor, Physics	\$60,000	6/28/2023	12 mos
---	----------	-----------	--------

Stacie Hendrix received her Bachelor of Science in Elementary Education from Longwood University and her Master of Science in Special Education from Liberty University. She has K-12 licensure and has been a 4th grade teacher for nine years. She has worked in the Virginia Beach School system, first at Windsor Woods Elementary School and then at Luxford Elementary.

Michael Hester Professional Counselor Instructor, Counseling Services	\$70,000	7/10/2023	12 mos
--	----------	-----------	--------

Michael Hester holds a Master's in Art in Counseling Psychology from Bowie State University and a Bachelor of Arts in Biblical Studies from Washington Bible School. Mr. Hester has a wealth of clinical experience working initially as a nurse in ICU and surgery in the military and then as a behavioral health clinician in the Navy for many years. He served as Commander of Navy Installation Commands Behavioral Health Unit on the USS Washington with many deployments. He is a licensed professional counselor with a great deal of experience in crisis intervention, brief therapy modalities and a solution focused approach to care. Most recently, he served as the Clinical and Rehabilitation Program Director at The Encouragement Center.

Saige Hill Assistant Director, Internship and Co-Op Success Instructor, Monarch Internship and Co-Ops	\$64,000	8/21/2023	12 mos
--	----------	-----------	--------

Saige Hill received a Master of Public Administration and a Bachelor of Science from Old Dominion University. She brings experiences having served as a Research Fellow/Graduate Assistant at Old Dominion University and as a Student Service Specialist at Eastern Virginia Medical School.

Deborah Howe Assistant Vice President for Human Resources & Strategic Initiatives, Instructor, Department of Human Resources	\$170,000	8/10/2023	12 mos
---	-----------	-----------	--------

Deborah Howe has a Master of Arts Degree in Human Resource Management and a Bachelor of Arts Degree in Liberal Studies with concentrations in Business and Communications from Marymount University. She has served as the Interim Chief Human Resources Officer (CHRO) at The College of William and Mary for the past year, where she also served as the Deputy CHRO. As a DHRM consultant, she provided human resource consultation to fifteen agencies and three universities in the areas of workforce planning, organizational design, policy administration, compensation administration, employee relations and employee performance management. Prior to DHRM, she spent 11 years as the Human Resources Director at the Virginia Department of Forestry.

Thomas Irwin	\$200,000	1/10/2024	12 mos
Executive Director for Mission Engineering Center Assistant Professor, Office of Research			
<i>Exceptional Hire</i>			

Dr. Thomas Irwin holds a Ph.D. Systems Engineering from the Naval Postgraduate School, M.S. in Systems Engineering Management from the Naval Postgraduate School and B.S. in Mechanical Engineering from North Carolina State University. He brings many years of experience in executive management, oversight, and integration in development and design activities to mitigate future joint force deficiencies. Dr. Irwin currently serves as the Science and Technology lead for the Joint Staff J7, leads the Joint Experimentation Network, Executive Steering Group, and sits on a myriad of senior leadership organizations including DoD Chief Engineers Council, JT&E Executive Committee, and the OSD R&E RDER, Mission Engineering, Digital Engineering, and M&S Executive Leadership Forums.

Cassandra Keene	\$44,000	7/25/2023	12 mos
Coordinator for Student Engagement and Traditions Instructor, Monarch Orientation			

Cassie Keene holds a Master’s degree from the College of William and Mary and a Bachelor's degree from Virginia Polytechnic University. She brings significant knowledge to this role in event planning, student development, and campus collaboration after her time working at the College of William & Mary’s Global Research Institute as an Event Specialist, and as a Student Services Coordinator at the Edward Via College of Osteopathic Medicine.

Woodie Cade Kelly	\$45,000	6/10/2023	12 mos
Sports Performance Coach Assistant Instructor, Intercollegiate Athletics			
<i>Exceptional Hire</i>			

Woodie Cade Kelly holds a Bachelor’s degree in Kinesiology from the University of Southern Mississippi. Most recently, Mr. Kelly served as a Strength and Conditioning Graduate Coach at the University of Southern Mississippi and Strength and Conditioning intern at Mississippi State University.

Keith Krepcho	\$62,000	7/10/2023	12 mos
Student Success Director Instructor, Digital Learning			

Keith Krepcho received his Master of Divinity from Southwestern Baptist Theological Seminary and his Bachelor of Science in Pastoral Ministry from Southeastern University. He most recently served as Senior Academic Advisor with ODU’s College of Sciences and brings fourteen years advising experience. He has extensive knowledge of the University and its systems, and is Master Advisor certified.

Millicent Lee	\$65,000	6/26/2023	12 mos
Coordinator of Diversity and Inclusive Excellence Assistant Professor, Institutional Equity & Diversity			

Dr. Millicent Lee holds a Doctor of Education in Educational Leadership from Regent University, a Master of Education in School Counseling K-12 from Cambridge College, Master of Business Administration in Marketing from University of Phoenix, and a Bachelor of Science in Human Counseling from Old Dominion University. Prior to coming to ODU, Dr. Lee served as a Licensed Professional School Counselor for Chesapeake Public Schools and Media Director for The Mount at Western Branch.

Margaret “Maggie” Libby	\$231,000	7/25/2023	12 mos
Associate Vice President for Finance and University Controller Instructor, Finance Office			
<i>Exceptional Hire</i>			

Maggie Libby holds a Master of Fine Arts in Creative Writing from Old Dominion University, a Bachelor of Business Administration in Accounting, and a Bachelor of Arts in English from Midwestern University. Maggie has worked at the Old Dominion University since 2012. First, serving as Associate Vice President for Foundations and CIO from January 2012 to July 2022. Since July 2022, Maggie has successfully served as the Interim Associate Vice President for Finance and University Controller. Over the last year, she has consistently demonstrated proven ability to enhance operational performance. This includes leading an effective response to the 2021 Auditor of Public Accounts external audit, the spring 2023 on-site SACSCOC reaccreditation visit, and general improvements to fixed asset operations.

Jennessa Libby-Reynolds	\$75,000	7/10/2023	12 mos
Interim Director of Clinical Experiences Instructor, Darden College of Education			
<i>Emergency Hire</i>			

Jennessa Libby-Reynolds holds a Master of Curriculum & Instruction Emphasis in Technology from Grand Canyon University and a Bachelor of Science in Interdisciplinary Studies from Old Dominion University. Prior to this appointment, Ms. Libby-Reynolds served as a Signal Support Systems Specialist in the United States Army, Teacher in the Norfolk Public School System and Adjunct Professor at Old Dominion University.

Rachel Lowery	\$44,100	8/21/2023	12 mos
Coordinator, Fitness & Wellness Instructor, Recreation & Wellness			
<i>Emergency Hire</i>			

Rachel Lowery received a Master of Public Health from Old Dominion University and a Bachelor of Science in Human Nutrition, Food, and Exercise from Virginia Tech. Since 2022, she has been the Fitness & Wellness Graduate Assistant at Old Dominion University.

Kevin Muchiri	\$57,000	8/25/2023	12 mos
Assistant Director of Graduate Student and Alumni Programs, Assistant Professor, Student Engagement and Enrollment Services			
<i>Emergency Hire</i>			

Dr. Kevin Muchiri holds a Ph.D. in Engineering Management and Systems Engineering, a Master of Engineering Management and a Bachelor of Science in Business Administration all from Old Dominion University. He brings prior experience having served as a Student Success Advisor in the Batten College of Engineering and Technology, Graduate/ Teaching Assistant at Old Dominion University, and Project Manager Trainer with Aeyon in Huntsville, AL.

Neha Niphadkar	\$90,000	7/25/2023	12 mos
Data Analyst Manager Instructor, Digital Learning			

Neha Suhas Niphadkar holds a MS in Computer Science from ODU, and a MA in Industrial and Organizational Psychology from the University of Mumbai, India. She brings experience in analytics roles, providing both front and back-end support, including extracting data, processing, preparing analysis, interpreting data, making strategic recommendations, and presenting to client/product teams. She is comfortable leading people to meet organizational goals. Neha has worked in Academic Affairs at ODU as a Data Analyst. She was previously a Data Analyst for MAP Communications, Inc. and a Research Assistant at ODU. She has also worked in Executive Human Resources for Cogencis Information Services Ltd and Cosmos Learning Services.

Jennifer Palmer \$45,000 8/10/2023 12 mos
 Instructor, Early Care & Education
 Assistant Instructor, ODU Children's Learning & Research Center

Jennifer Palmer holds a Bachelor of Arts in Sociology with a Concentration in Early Childhood Education from the University of Richmond. Ms. Palmer brings experiences having served as an English 6 and Reading Support Teacher at Azalea Gardens Middle School, English Teacher at Landstown High School, and Teacher at Larchmont United Methodist Preschool.

Jonathan Pierre \$47,250 8/28/2023 12 mos
 Strength and Conditioning Coach *Emergency Hire*
 Instructor, Intercollegiate Athletics

Jonathan Pierre holds a Masters in Kinesiology from Southeastern University and a Bachelor of Arts in Sports Management with a Triple-Minor in Business Administration, Strength and Conditioning, and Athletic Coaching from Alderson Broddus University. Prior to joining Old Dominion University, Mr. Pierre served as the Assistant Strength & Conditioning Coach at Florida Atlantic University, Assistant Sport Performance Coach at Elon University.

Alexis Porterfield \$42,000 6/25/2023 12 mos
 Assistant Athletic Trainer
 Instructor, Intercollegiate Athletics

Alexis Porterfield holds a Master of Athletic Training from Youngstown State University and a Bachelor of Science in Applied Science from Youngstown State University. She holds NCAA Division I experience working with Old Dominion University Football and Women's Lacrosse and Morgan State University's Men's and Women's Tennis as well as Women's Bowling. Prior to her work with ODU and Morgan State, she worked with Youngstown State University's Division I Women's Lacrosse, Football, Men's and Women's Track and Field, and Women's Basketball.

Joseph Rafanelli \$95,000 6/10/2023 12 mos
 Senior Associate Athletic Director for Revenue Generation
 and External Operations, Instructor, Intercollegiate Athletics

Joseph Rafanelli holds a Master of Business Administration in Marketing from Seton Hall University and a Bachelor's in Business Administration from Arcadia University. He brings experience having served as an Assistant Athletic Director, Ticketing & Data Analytics for Rutgers University, General Manager and Associate General Manager for IMG Learfield Ticketing Solutions now known as Amplify.

Shiyel Rittenbach \$48,000 6/25/2023 12 mos
 Advisor/Success Coach
 Instructor, Center for Major Exploration

Shiyel Rittenbach holds a Master of Science in Education from Old Dominion University and a Bachelor of Science in English Education with a Minor in Communications from North Dakota State University. Prior to joining the Center for Major Exploration, Shiyel worked as a First Star ODU Academy Graduate Intern, Graduate Assistant for Center for Major Exploration and Mane Connect Center, and as a Special Projects/Social Mobility Intern for Old Dominion University. an Event Specialist, and as a Student Services Coordinator at the Edward Via College of Osteopathic Medicine.

Benjamin Smeriglio	\$52,500	6/10/2023	12 mos
Assistant Director of Sports Performance/ Strength and Training Coach Instructor, Intercollegiate Athletics			
<i>Exceptional Hire</i>			

Benjamin Smeriglio holds a Bachelor of Science in Exercise Science from Central Connecticut State University and a Master of Science in Exercise Science and Nutrition from Sacred Heart University. Prior to his appointment, Benjamin served as the Assistant Director of Sports Performance at ODU, Assistant Strength and Conditioning Coach at the United States Naval Academy, and as Assistant Strength and Conditioning Coach at Howard University.

Caimdyn Stewart	\$55,000	7/10/2023	12 mos
Student Success Director Instructor, Digital Learning			

Caimdyn Stewart received her Master of Educational Leadership in Leadership Studies from Virginia Commonwealth University. She also received both her Master of Teaching in Secondary Social Studies and her Bachelor of Arts in Psychology, African American Studies from the University of Virginia. She most recently served as a senior academic advisor at VCU and brings five years of academic advising experience with a larger roster size, as well as with remote advising practices.

Swetha Thiriveedhi	\$138,000	8/10/2023	12 mos
Salesforce Administrator Assistant Instructor, Digital Learning			

Swetha Thiriveedhi received a M.S. in Computer Science from Old Dominion University. She brings prior experience having served as a Software Developer for Helena Agri Enterprises, Senior Developer at Old Dominion University and Information Technology Specialist III at Old Dominion University.

Jacob Tousignaut	\$57,000	8/25/2023	12 mos
Student Success Director Instructor, Digital Learning			

Jacob Tousignaut received his Master of Education from Regent University, as well as his Bachelor of Science in Global Business. He most recently served as Academic Success Coordinator with ODU's Center for Advising Administration and Academic Partnerships. He has extensive knowledge of the University and its systems, as well as strong knowledge in understanding the student experience, including freshman and non-traditional students.

Fredelito Yvan Tugas	\$125,000	8/10/2023	12 mos
Chief of Staff, Dean of Students Instructor, Student Engagement and Enrollment Services			
<i>Exceptional Hire</i>			

Dr. Fredelito Yvan Tugas received a Bachelor of Arts in Communication from Old Dominion University, a Master of Education from Clemson University, and a Doctorate from Virginia Commonwealth University. Dr. Tugas has served as the Associate Dean of Students and Assistant Director for Student Leadership & Engagement at Old Dominion University. Prior to his service at ODU, he served as the Assistant Dean of Students at Virginia Commonwealth University.

Teri Tuller	\$58,000	7/10/2023	12 mos
Student Success Director Instructor, Digital Learning			

Teri Tuller received her Master of Science in Academic Advising from Kansas State University and her Bachelor of Science in Psychology from University of New Orleans. She previously served as a Military Education Coordinator for University of Maryland Global Campus.

Ryan Underwood	\$55,000	7/10/2023	12 mos
Student Success Director Instructor, Digital Learning			

Ryan Underwood received her Master of Arts in Higher Education from Appalachian State University and her Bachelor of Music from University of North Carolina at Chapel Hill. She most recently served as an academic advisor for the Department of Computer Science at Virginia Tech.

Maria VanDerMeid	\$230,000	11/25/2023	12 mos
Medical Director/Laboratory Director/Physician Assistant Professor, Student Health Services			

Dr. Maria VanDerMeid obtained a Bachelor of Science in Biology from Old Dominion University and a Doctor of Medicine from Eastern Virginia Medical School. Prior to coming to ODU, Dr. VanDerMeid served as an Urgent Care Physician at Patient First in Virginia Beach, Family Physician with Rappahannock Family Physicians, and as a Medical Officer with the United States Army.

Mark Whitney	\$193,000	7/25/2023	12 mos <i>Emergency Hire</i>
Executive Director- Digital Ship (DS) and Maritime Industrial Base Ecosystem (MIBE), Instructor, Office of Research			

Mark Whitney holds a Master of Science in Mechanical Engineering from the Naval Postgraduate School and a Bachelor of Science in Marine Engineering with a Minor in Business and Transportation Management from the Maine Maritime Academy. He brings prior experience having served as the Vice President Deputy General Manager for BAE Systems, INC. Vice President General Manager for BAE Systems, INC. and Director of Fleet Maintenance for U.S. Fleet Forces Command.

Sheryise Williams	\$81,900	7/10/2023	12 mos
TRiO McNair Director Assistant Professor, TriO McNair			

Dr. Sheryise Williams holds a Doctoral degree in Psychology, specializing in clinical and organizational Psychology from Walden University, a Master of Art of Psychology in Norfolk State University, and a Bachelor of Art in Psychology from Norfolk State University. Throughout her career, Dr. Williams has amassed a wealth of experience in various aspects of higher education as adjunct faculty at local universities. Most recently, she served as McNair Interim Director at Old Dominion University.

Ana Luz Williams	\$79,000	8/25/2023	12 mos
Associate Director of Undergraduate Admissions, Marketing Assistant Professor, Undergraduate Admissions			<i>Emergency Hire</i>

Dr. Ana Luz Williams holds a Doctorate in Advanced Educational Leadership from Regent University, a Master of Arts in Teaching from Marian University, and a Bachelor of Arts in Communication/Public Relations from Oswego University. Dr. Williams brings experience having served as the Associate Director for Black and Latine Initiatives at ODU and Spanish Teacher, Class Sponsor, and Club Advisor at Deep Creek High School and Churchland High School.