

**OLD DOMINION UNIVERSITY
BOARD OF VISITORS
Friday, September 15, 2023**

MINUTES

A regular meeting of the Board of Visitors of Old Dominion University was held Friday, September 15, 2023, at 8:30 a.m. in the Kate and John R. Broderick Dining Commons on the Norfolk campus. Present from the Board:

R. Bruce Bradley, Rector
Susan Allen
Dennis M. Elmer
Larry R. Hill
Andrew Hodge
Kay A. Kemper
E.G. Middleton, III
Elza H. Mitchum
Juan M. Montero, MD
Ross A. Mugler
P. Murry Pitts
D.R. Wyatt
Keshav Vermani (*Student Representative*)

Absent from the Board:

Robert S. Corn
Jerri F. Dickseski
Brian K. Holland
Toykea S. Jones
Maurice D. Slaughter

Also present:

Brian O. Hemphill, President	Rachel Jones
Austin Agho	Susan Kenter
Alonzo Brandon	Casey Kohler
Dan Campbell	Brandi Hephner LaBanc
Ciara Collison	Chrysoula Malogianni
Helen Crompton	Donna Meeks
Karen Eck	Alicia Monroe
Ken Fridley	Brian Payne
Annie Gibson	Chad Reed
Annamarie Ginder	September Sanderlin
Dennis Gregory	Ashley Schumaker
Nina Rodriguez Gonser	Wood Selig
Adam Henken	Liz Smith
Joy Himmel	Fred Tugas
Jaime Hunt	Allen Wilson
Khan Iftekharuddin	Jian Wu

CALL TO ORDER

The Rector called the meeting to order at 8:30 a.m. He called attention to the handouts related to the ODU EVMS merger that had been suggested at the retreat and thanked Ashley Schumaker for preparing these for the Board.

SPECIAL RECOGNITION

Director of Athletics Wood Selig presented the NCAA Tournament, Sun Belt Conference Championship Men's Tennis Team. He introduced the coach and the players introduced themselves. The team presented the Rector with a signed ball and received congratulations from the President, Rector and the Board.

RECTOR'S REPORT

The Rector remarked how impressed he is with the diversity of the student body, as exemplified by the members of the men's tennis team. At the retreat it was noted that ODU students come from 90 different countries. He thanked the President for the reception he and the First Lady hosted at the house last evening where Rob Broermann and Armistead Williams were recognized for their tenure on the Board. Yvonne Allmond, who was recognized at the June meeting, also attended; Pete Decker was unable to attend. Resolutions of Appreciation were presented and are ready for formal approval by the Board.

Upon a motion made by Mr. Mugler, and seconded by Ms. Kemper, the following resolutions were approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Mugler, Pitts, Wyatt*).

OLD DOMINION UNIVERSITY BOARD OF VISITORS

RESOLUTION OF APPRECIATION Robert A. Broermann '80 '83

WHEREAS, Robert A. Broermann was appointed by Governor Ralph Northam to the Old Dominion University Board of Visitors on July 1, 2019; and

WHEREAS, Mr. Broermann served on the Board's Executive; Academic and Research Advancement; and Audit, Compliance, and Human Resources Committees with exemplary leadership and wise counsel as Chair of the Administration and Finance Committee; and

WHEREAS, Mr. Broermann's financial expertise guided the administration in the development of its annual operating budgets and long-term planning for the financial viability of the institution; and

WHEREAS, during Mr. Broermann's tenure on the Board, the University began several new initiatives, including, but not limited to: *ODUGlobal*; School of Cybersecurity; Hampton Roads Biomedical Research Consortium; Institute for Coastal Adaptation and Resilience; School

of Data Science; School of Supply Chain, Logistics, and Maritime Operations; and the Center for Telehealth Education and Research at the Virginia Beach Higher Education Center. The University also earned the Carnegie R1 research designation for the first time in its history; and

WHEREAS, the planning for Old Dominion University’s merger with Eastern Virginia Medical School to enhance health care, strengthen educational programs, bolster the workforce pipeline, and address health and economic disparities also began during Mr. Broermann’s tenure; and

WHEREAS, while his tenure on the Board is ending, his commitment to his *alma mater* endures, and he will be witness to transformational changes that began under his stewardship.

THEREFORE, BE IT RESOLVED, that the Board of Visitors of Old Dominion University expresses its gratitude to Robert A. Broermann for his years of service on the Board of Visitors of Old Dominion University.

**OLD DOMINION UNIVERSITY
BOARD OF VISITORS**

**RESOLUTION OF APPRECIATION
Peter G. Decker, III ‘87**

WHEREAS, Peter G. Decker, III was appointed by Governor Ralph Northam to the Old Dominion University Board of Visitors on July 1, 2019; and

WHEREAS, Mr. Decker served on the Board’s Executive; Audit, Compliance, and Human Resources; Governance; and Student Enhancement and Engagement and Digital Learning Committees with caring and passionate leadership as Chair of the University Advancement and University Communications Committee; and

WHEREAS, Mr. Decker’s philanthropic expertise and enthusiasm guided the administration in the development, implementation, and continuing success of its \$500 million Capital Campaign; and

WHEREAS, during Mr. Decker’s tenure on the Board, the University began several new initiatives, including, but not limited to: ODU*Global*; School of Cybersecurity; Hampton Roads Biomedical Research Consortium; Institute for Coastal Adaptation and Resilience; School of Data Science; School of Supply Chain, Logistics, and Maritime Operations; and the Center for Telehealth Education and Research at the Virginia Beach Higher Education Center. The University also earned the Carnegie R1 research designation for the first time in its history; and

WHEREAS, the planning for Old Dominion University’s merger with Eastern Virginia Medical School to enhance health care, strengthen educational programs, bolster the workforce pipeline, and address health and economic disparities also began during Mr. Decker’s tenure; and

WHEREAS, while his tenure on the Board is ending, his commitment to his *alma mater* endures, and he will be witness to transformational changes that began under his stewardship.

THEREFORE, BE IT RESOLVED, that the Board of Visitors of Old Dominion University expresses its gratitude to Peter G. Decker, III for his years of service on the Board of Visitors of Old Dominion University.

**OLD DOMINION UNIVERSITY
BOARD OF VISITORS**

**RESOLUTION OF APPRECIATION
Armistead D. Williams, Jr., MD**

WHEREAS, Dr. Armistead D. Williams, Jr. was appointed by Governor Ralph Northam to the Old Dominion University Board of Visitors on February 20, 2020; and

WHEREAS, Dr. Williams served on the Board’s Executive, Academic and Research Advancement, and Governance Committees with strong dedication as Chair of the Audit, Compliance, and Human Resources Committee; and

WHEREAS, Dr. Williams has been a strong advocate for Old Dominion University’s students, especially in the area of food insecurity; and

WHEREAS, during Dr. Williams’ tenure on the Board, the University began several new initiatives, including, but not limited to: *ODUGlobal*; School of Cybersecurity; Hampton Roads Biomedical Research Consortium; Institute for Coastal Adaptation and Resilience; School of Data Science; School of Supply Chain, Logistics, and Maritime Operations; and the Center for Telehealth Education and Research at the Virginia Beach Higher Education Center. The University also earned the Carnegie R1 research designation for the first time in its history; and

WHEREAS, the planning for Old Dominion University’s merger with Eastern Virginia Medical School to enhance health care, strengthen educational programs, bolster the workforce pipeline, and address health and economic disparities also began during Dr. Williams’ tenure; and

WHEREAS, while his tenure on the Board is ending, his commitment to Old Dominion University endures and he will be witness to transformational changes that began under his stewardship.

THEREFORE, BE IT RESOLVED, that the Board of Visitors of Old Dominion University expresses its gratitude to Dr. Armistead D. Williams, Jr. for his years of service on the Board of Visitors of Old Dominion University.

The Rector brought to the members’ attention the memo sent from Annamarie Ginder in the University Counsel’s Office regarding the discussion at the Retreat on NILs and Collectives. After reading the memo, he is of the opinion that the Board should have a guideline that says if you are a member of the ODU Board of Visitors, then you cannot also be a member of the board of a collective. While you may still contribute financially to a collective, there seems to be too many opportunities for conflict if serving on both boards. His proposal, therefore, is that the Board

establish this rule and include it in the Bylaws. Hearing no objection, a motion was properly made and seconded to establish this rule and include it in the Bylaws. The motion was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Mugler, Pitts, Wyatt*).

PRESIDENT'S REPORT

In his report to the Board, President Hemphill said that, as the 2023-2024 academic year is officially underway, he was pleased to provide this report on behalf of our talented students both new and returning, world-class faculty, and dedicated staff. Over this past summer, many individuals worked tirelessly to prepare our campus for another exciting year. Within the past month, our campus has truly come alive with so much energy and enthusiasm. Today, I will highlight a number of activities and events as we celebrate the Fall 2023 semester opening.

Welcome Back Faculty Meetings

As faculty returned to campus following the summer break, the academic deans hosted college/school meetings to introduce new faculty and provide several updates. As part of each meeting, I discussed the national landscape of higher education, specifically the value proposition and enrollment cliff, by outlining a number of national trends and sharing the story of various institutions. I also discussed the manner in which our University has thoughtfully responded with key initiatives, such as the Budget Summit and strategic plan, as well as the expanded focus and impact of *ODUGlobal* and University Communications and on-going work for the Eastern Virginia Medical School (EVMS) integration. These meetings also included a question-and-answer session to engage directly with faculty on items of interest.

Welcome Week and New Student Convocation

With the first day of classes on August 28, 2023, we were pleased to welcome students and their families to campus for our opening, including move-in. Additionally, we were pleased to provide a warm Monarch welcome to our incoming class during New Student Convocation. For this year's event, transfer students were included, and various program adjustments from prior years provided a more celebratory environment, including the band, cheerleaders, and dance team. Also, immediately following the program, faculty and staff personally welcomed our newest Monarchs as they made their way to the first-ever Monarch Way Street Festival. Please join me in acknowledging Vice President for Student Engagement and Enrollment Services Brandi Hephner LaBanc, Ed.D. and members of her team for providing such a great welcome to our students and supporting them as they begin their Monarch journey!

Campus-Wide Symposium on Artificial Intelligence

Last week, more than 600 Monarchs joined together for an in-depth discussion about the opportunities associated with artificial intelligence (AI). The event, titled "Striking the Balance: AI Automation and Human Interaction in Teaching and Learning," provided an overview of the current environment and potential applications for AI. As AI presents a great deal of untapped opportunity with limitless possibilities, it also raises many questions and brings various unknowns to the forefront. The purpose of the symposium was two-fold: foster an environment of shared learning and collaborative discussion, as well as create a platform to gain insights, ask questions, and contribute to shaping the future of AI in education at Old Dominion.

With a panel of our very own AI experts, including Helen Crompton, Ph.D.; Khan Iftekharuddin, Ph.D.; Chrysoula Malogianni, Ph.D.; Jian Wu, Ph.D.; and Tracie Ortiz, Ph.D. as the moderator, we explored the topic of AI through their experiences, knowledge, and perspectives. Throughout the two-hour event, which included a question-and-answer session, we considered how our University can step forward as a leader in AI through academics and analytics, as well as operations and outreach. Moving forward, a series of events, focusing on AI innovation and integration in education, will be hosted throughout the year as we continue to explore this important topic. I would be remiss if I did not take this opportunity to acknowledge the leadership of Vice President for Digital Learning Nina Rodriguez Gonser and the dedicated work of her outstanding team, especially Rachel Jones, for their exemplary efforts in making this engaging event a resounding success with broad attendance and interactive dialogue!

Upcoming Open Forums for Students and Employees

To continue the process of seeking engagement and feedback from campus constituents, a total of five open forums will be held during the week of October 2, 2023, with two forums for students and three forums for employees. This is a fall tradition for our University and provides a great opportunity to share updates on institutional initiatives and gather feedback from individual experiences.

State of the University and 2022-2023 President's Report

On November 3, 2023, beginning at 10:00 AM in Chartway Arena, I will deliver the annual State of the University address. This event truly highlights the individual and collective efforts of our students, faculty, staff, alumni, and friends. Immediately following the address, the 2022-2023 President's Report will be distributed in both printed and electronic formats. It is a memorable time each year when we reflect on the past, celebrate our accomplishments, and plan for the future!

I want to extend a personal invitation for each of you to join our campus community for this special occasion. Last year, a total of 10 Board members attended the address, which was a wonderful sign of engagement and support for the incredible work that is being carried out each and every day!

Final Budget Action and EVMS Integration Funding

Since concluding the General Assembly regular session in early 2023, state leaders have been working diligently on the consideration of additional funding as part of the Commonwealth of Virginia's amended Fiscal Year 2024 budget. In recent weeks, much progress has been made as the General Assembly formally approved a budget, which was signed by Governor Glenn Youngkin yesterday morning. As a campus, we express our lasting gratitude for the increased funding for our University, including operating support, financial aid, and maintenance reserve. One of the most exciting elements of the forthcoming budget is dedicated support for the EVMS integration.

Following nearly two years of hard work and significant planning, this exciting milestone highlights the continued care of our legislators and the strong support of our two institutions joining forces to better serve our communities and the Commonwealth. We are especially grateful to Chairman Barry Knight and Senator Louise Lucas for their advocacy and leadership throughout this process, as well as the support of all members of the General Assembly. In addition to the outpouring of legislative support, we are extremely thankful for the efforts of Governor Youngkin and his team, including Secretary of Finance Steve Cummings, who have provided ongoing support and guidance throughout the process.

As EVMS is one of the few remaining standalone medical schools in the country, we are excited by the opportunity to expand our available resources, expertise, and community reach, so that we can continue to innovate and lead the way in medical and health instruction. Recognizing this, we are confident that these most recent actions by the General Assembly and Governor Youngkin prioritize the long-term interests of our integration to better serve our students, faculty, staff, and the broader community.

As our integration remains on schedule for January 1, 2024, we look forward to identifying functions that can begin working together more closely in advance of day one in order to have seamless integration of services that will be critical to our ongoing operations. As we approach the next stage of this process, we are excited about the future and all it has to offer through the joining of our two institutions, especially our collective insights, expertise, and resources.

Lastly, we thank the many individuals involved in this important work, including our internal stakeholders, who have actively engaged in the planning efforts, as well as our external partners, who have offered immense support and counsel along the way. Our success has been possible due to the engagement and support that we have received to date and which we will continue to receive in the months and years ahead! He asked the members of the Integration Management Office and the co-leads of the 11 committees to stand and be recognized.

Interim Vice President for Research

For the last item, I would like to take this opportunity to acknowledge Batten College of Engineering and Technology Dean Ken Fridley, Ph.D., who recently took on additional oversight and responsibility as the Interim Vice President for Research. Since making the announcement in early August, Dr. Fridley has provided strong leadership and expert guidance to our research enterprise. Please join me in sharing our sincere appreciation for his willingness to go above and beyond in service to his fellow Monarchs!

At the conclusion of his formal report, President Hemphill mentioned that EVMS will be celebrating its 50th Anniversary on October 20 at the Hilton Main and all Board members will be invited to attend this black-tie affair.

The Rector said that Ashley is working on a full-page ad to be published in the Virginian-Pilot and the Daily Press thanking Governor Youngkin, Barry Knight, Louise Lucas, and the Hampton Roads delegation for their support of the merger. It will be signed by the presidents and board chairs of ODU, EVMS, and Sentara.

STUDENT REPRESENTATIVE REPORT

Keshav Arun Vermani, Student Representative to the Board, introduced himself to the new Board members. He noted that he likes to define the student representative role as not his formal report at meetings, but his engagement with students. Since the beginning of the fall semester, he and other key student leaders addressed the incoming freshman class at orientation and met with resident assistants in each of the dorms. The President's Office provided him with business cards that he passes out as he introduces himself to as many students as possible. He explained his involvement in the Monarchs Give Back initiative sponsored by the President's Office with a goal of raising 25,000 canned food items for the City of Norfolk. He also described the coordination

with the Office of University Advancement to establish partnerships and sponsorship opportunities for the Monarch Food Pantry.

Mr. Vermani concluded his report by announcing that he will be participating in this year's Student Representative Network conference at James Madison University.

EDUCATIONAL MOMENT – TRENDS IN MENTAL HEALTH ON COLLEGE CAMPUSES

Joy Himmel, Director of Counseling Services, provided an overview of trends in mental health on college campuses. She shared national data released by the National College of Health and the Healthy Minds Study, which indicate that 81% of college students say that mental health has impacted academics for 1-6+ days. Social engagement continues to be an issue, with 61% of students feeling isolated and lonely. Nationally, mental health symptoms have been declining; however, moderate/severe psychiatric distress and suicidal ideation was trending higher at ODU than the national average. ODU completed the last National College Health Assessment in 2021 and will complete it again next month.

More than three-quarters (76%) of bachelor's degree students who have considered dropping out in the past six months cite emotional stress as the reason, according to a Gallup-Lumina report released in April 2022. And more recently, in the spring of 2023, the National College Health Assessment found that stress, anxiety, and depression were the top three reasons students cited as impediments to academic success.

Dr. Himmel then shared data from ODU's Counseling Center for the 2021-22 and 2022-23 academic years. The Counseling Center saw 300 more students and had 1093 more appointments in 2022-2023, in large part due to increased staffing from five to ten counselors and a change to the model of care offering open access scheduling and same day appointments. She also shared data on emergency care, including crisis interventions, emergency hospitalizations for suicidal ideation and after-hours crisis calls, all of which have increased over the last three years.

Data comparing the number of ODU counseling center clients exhibiting psychological symptoms in all categories except alcohol use are above the national average. During this past academic year, 60.31% of students seen at the Counseling Center were above the national average in psychiatric distress in general and 46.9%, or almost half of the students seen at the Center had suicidal ideation, above the national average of 36.3%. However, data also shows that counseling results in reduced symptoms in all categories for students who attend at least three sessions.

Dr. Himmel concluded her presentation with an overview of the services provided by the Counseling Center, including same day/next day appointments; self-scheduling through the portal; individual, group therapy, workshops, skill-building groups, and peer support; and at-risk suicidal prevention training for faculty and staff. The Center has ten therapists and one psychiatrist and is open Monday-Thursday from 8am to 7pm and Friday from 8am to 5pm. Services for urgent needs are also available after hours and weekend 24/7, 365 days a year.

Following her presentation, Dr. Himmel responded to several questions. Student representative Keshav Vermani noted that, in his experience, depression occurs for many students during the spring semester and Dr. Himmel confirmed that it is indeed the case. Ms. Allen suggested a book

by Arthur Brooks, who teaches a class on happiness at Harvard University, and Oprah Winfrey on how to find happiness. President Hemphill suggested that the increased awareness of services provided by the Counseling Center may have contributed to the increased number of students seeking those services. He suggested that our data be compared with other urban institutions, such as Northern Illinois, where the majority of students are coming from an urban environment. Dr. Himmel said that ODU is starting a psychiatric residency program with EVMS that will include a clinical rotation at the Counseling Center.

REPORTS OF STANDING COMMITTEES

ACADEMIC AND RESEARCH ADVANCEMENT COMMITTEE

Mr. Bradley, who chaired the meeting of the Academic and Research Advancement Committee in the absence of the chair and vice chair, reported that the Committee discussed in closed session a recommendation for the appointment of a faculty member with tenure. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

INITIAL APPOINTMENT OF FACULTY MEMBER WITH TENURE

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the appointment of Dr. James E. Bartlett, II as Associate Professor with the award of tenure in the Department of Educational Foundations and Leadership in the Darden College of Education and Professional Studies, effective July 25, 2023.

Salary: \$110,000 for 10 months

Rank: Associate Professor

The following contains my recommendation for the initial appointment with tenure of Dr. James Bartlett in the Department of Educational Foundations & Leadership. Dr. Bartlett received a B.S. and M.Ed. in Business Education from Indiana University of Pennsylvania and a Ph.D. in Vocational Education from Louisiana State University. Prior to ODU, he was a tenured Associate Professor (June 2007 – present), Director of Community College Leadership Program (June 2007 – June 2023), and Director of Community College and Career Education Program (June 2022 – present) at North Carolina State University, which is also a public R1 university.

The ODU *Teaching and Research Faculty Handbook* states, “The main purposes of tenure are to protect academic freedom and to enable the University to attract and retain a permanent faculty of distinction in order to accomplish its mission.” [p. 60]. The ODU *Teaching and Research Faculty Handbook* policy on initial appointment of teaching and research faculty states a request for initial appointment with tenure at the rank of professor must be “initiated by the chair and reviewed by all tenure review bodies.” The policy also says, “Normally, an initial appointment with tenure will be granted only to a faculty member who already has achieved a distinguished academic record and held a tenured position.” [p. 28].

Recommendations in support of tenure for Dr. Bartlett were received from the departmental, college, and university promotion and tenure committees, as well as from the college dean.

The Promotion and Tenure Committee for the Department of Educational Foundations & Leadership (9–0), the Promotion and Tenure Committee for the Darden College of Education & Professional Studies (3–0), and the University Promotion and Tenure Committee (5–0), unanimously recommend appointment with tenure. Dr. Tammi Dice, Dean of the Darden College of Education & Professional Studies, also recommends appointment with tenure.

Based on my independent evaluation of the materials submitted, including the above recommendations, it is my judgment that Dr. James Bartlett meets the standards for tenure in the Department of Educational Foundations & Leadership at Old Dominion University.

Committee members approved the consent agenda items including the appointment of 37 faculty members and one emerita faculty member. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following faculty appointments.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Kathryn L. Biddle Lecturer, Department of Communication & Theatre Arts	\$58,000	8/10/23	10 Mos

Dr. Biddle receive a Ph.D. in Journalism and Mass Communication from the University of Iowa, an M.S. in Communication Studies from Illinois State University, and a B.A. in Communication Studies from Vanderbilt University. Previously, she was a Visiting Assistant Professor at Christopher Newport University.

Cheryl A. Champagne Lecturer, Department of English	\$50,715	7/25/23	10 Mos
---	----------	---------	--------

Ms. Champagne received an M.A. in English Literature and a B.A. in English from Old Dominion University. Previously she was an Adjunct Instructor in the English Department at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Virginia Claire Covington Lecturer, Department of STEM Education & Professional Studies	\$57,000	8/10/23	10 Mos

Ms. Covington received a Master of Library and Information Science from the University of South Carolina and a B.A. in Theater from Mary Washington College. Previously she worked in School Library Media at Broadway High School, Rockingham County Public Schools, Broadway, VA.

Daniel L. Cunningham Lecturer, Department of Philosophy & Religious Studies	\$55,566	8/10/23	10 Mos
---	----------	---------	--------

Dr. Cunningham received a Ph.D. and an M.A. in Philosophy from Villanova University and a B.A. in Philosophy and English from Vanderbilt University. Previously he was an Instructor in the Department of Philosophy at Villanova University.

Mary E. Dalmida Visiting Clinical Assistant Professor, School of Rehabilitation Sciences	\$73,500	7/25/23	10 Mos
--	----------	---------	--------

Dr. Dalmida received a D.P.T. from Old Dominion University and a B.S. in Exercise Sport and Health Education from Radford University. Previously she was an Adjunct Associate Professor at Old Dominion University and a Physical Therapist and Advanced Clinical Specialist at Sentara Princess Anne Physical Therapy.

Madeline O. Dietrich Instructor & Curator of Music Special Collections, University Libraries	\$57,500	8/10/23	10 Mos
--	----------	---------	--------

Ms. Dietrich received a Master of Library and Information Science in Music Librarianship and an M.M. in Music History & Literature from the University of Wisconsin-Milwaukee, an M.M. in Double Bass Performance from Texas Christian University, and a B.M. in Bass from the University of North Texas. Previously she was the Music Special Collections and Research Specialist at Old Dominion University Libraries.

Teresa S. Duvall Lecturer, School of Cybersecurity	\$100,000	7/25/23	10 Mos
--	-----------	---------	--------

Ms. Duvall received an M.S. in Management of Information Technology from the University of Virginia, an M.A. from the Naval War College, and an M.Ed. in Education and Human Development from George Washington University. Previously she was an Adjunct Lecturer in the School of Cybersecurity at Old Dominion University. (\$25,000 stipend for serving as Internship Director and COVA CCI Outreach Officer)

Jana G. Eggleston Lecturer, Department of Ocean & Earth Sciences	\$55,000	7/25/23	10 Mos
--	----------	---------	--------

Ms. Eggleston received an M.S. in Oceanography from Old Dominion University and a B.A. in History from Sam Houston State University. Previously she was an Adjunct Assistant Professor of Biology & Geosciences at Tidewater Community College.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Samuel D. Gedon Lecturer, Department of Mathematics & Statistics	\$55,000	7/25/23	10 Mos

Mr. Gedon received an M.S. in Computational Applied Mathematics and a B.S. in Applied Mathematics at Old Dominion University. Previously he was a Math Instructor for Norfolk Public Schools.

Mohammad GhasemiGol Research Assistant Professor, School of Cybersecurity	\$80,000	8/25/23	10 Mos
---	----------	---------	--------

Dr. GhasemiGol received a Ph.D. in Computer Engineering and an M.Sc. in Computer Engineering from Ferdowsi University of Mashhad, Iran and a B.Sc. in Computer Engineering from Payame Noor University, Iran. Previously he was a Research Assistant Professor in the College of Engineering & Mines at the University of North Dakota.

Malik A. Gladden Lecturer, School of Cybersecurity	\$70,000	7/25/23	10 Mos
--	----------	---------	--------

Mr. Gladden received an M.S. in Cybersecurity and a B.S. in Interdisciplinary Studies from Norfolk State University and is expected to receive a Ph.D. in Cyber Defense from Dakota State University Madison. Previously he was a Lecturer in Cybersecurity at Old Dominion University.

Shannon M. Griffin Lecturer, School of Nursing	\$76,503	12/25/23	10 Mos.
--	----------	----------	---------

Ms. Griffin received an M.S. in Nursing Education from Lynchburg University and a B.S. in Nursing from Auburn University. Previously she was an Adjunct Faculty member in the School of Nursing at Old Dominion University and is currently a Staff Nurse in the Intensive Care Unit at Virginia Beach General Hospital.

Amber R. Gruszczyka Instructor, University Libraries	\$69,500	7/25/23	10 Mos
--	----------	---------	--------

Ms. Gruszczyka received a Master of Library and Information Science from Valdosta State University and a B.A. in English: Linguistics from Old Dominion University. Previously she was a Research Librarian and Liaison to the School of Mathematics and Natural Sciences at Virginia Wesleyan University.

Daniel A. Heck Lecturer, Department of English	\$48,300	7/25/23	10 Mos
--	----------	---------	--------

Mr. Heck received an M.F.A. in Creative Writing, Fiction and a B.A. in English from Old Dominion University. Previously he was a Graduate Teaching Assistant in English at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Adam W. Hembree Lecturer, English Language Center	\$53,000	7/10/23	10 Mos

Mr. Hembree received an M.S. in Information Sciences from the University of Tennessee, an M.A. in Applied Linguistics from Old Dominion University, and a B.A. in Spanish & Interdisciplinary Studies at Christopher Newport University. Previously he was a Lecturer of English as a Second Language at Old Dominion University.

Jasmyn K. Jones Lecturer, Department of Teaching & Learning	\$57,000	8/10/23	10 Mos
---	----------	---------	--------

Dr. Jones received a Ph.D. in Curriculum and Instruction from Old Dominion University, an M.Ed. in Curriculum and Instruction and an M.A. in Teaching, Elementary Education from North Carolina State University, and a B.S. in Speech Pathology and Audiology from Old Dominion University. Previously she was a Graduate Teaching Assistant, Graduate Research Assistant and Advisor at Old Dominion University.

Ashwini Kulkarni Assistant Professor, School of Rehabilitation Sciences (Tenure Track)	\$86,000	8/10/23	10 Mos
--	----------	---------	--------

Dr. Kulkarni received a Ph.D. in Biomechanics and Gerontology from Purdue University, an M.S. in Kinesiology from Texas A & M University and a B.P.T. from Maharashtra University of Health Sciences, India. Previously she was a Graduate Teaching Assistant and Graduate Research Assistant at Purdue University.

Kirk A. Leach Assistant Professor, School of Public Service (Tenure Track)	\$100,000	7/25/23	10 Mos
--	-----------	---------	--------

Dr. Leach received a Ph.D. in Public Affairs from Rutgers, The State University of New Jersey, an M.B.A. from Drexel University, and a B.S. in Marketing Management from Goldey-Beacom College. Previously he was an Assistant Professor and Coordinator for the Center for Nonprofit Organizations at the University of Arkansas at Little Rock.

Jonathan Lee Lecturer, Department of STEM & Professional Studies	\$57,000	7/25/23	10 Mos
--	----------	---------	--------

Mr. Lee received a Master of Library and Information Science from Wayne State University and a B.A. from Virginia Commonwealth University. Previously he was an Academic Support Librarian at Reynolds Community College Libraries.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Frank Y. Liu Professor, School of Data Science, Department of Computer Science	\$275,000	9/10/23	10 Mos

Dr. Liu received a Ph.D. in Electrical and Computer Engineering from Carnegie Mellon University, an M.S. in Applied Mathematics and Statistics from the University of Minnesota, Duluth and a B.S. in Electrical Engineering from the University of Science and Technology of China. Previously he was the Research Manager (Group Leader) and Distinguished Research Staff at Oak Ridge National Lab in Oak Ridge, TN. (\$25,000 stipend to serve as Director of the School of Data Science)

Yifang Ma Lecturer, Department of Information Technology & Decision Sciences	\$73,500	7/25/23	10 Mos
--	----------	---------	--------

Ms. Ma received an M.Sc. in Urban Science & Informatics from New York University, an M.E. in Transportation Planning and Management from Tongji University, China, a B.E. in Transportation Engineering from Beijing Jiaotong University, China, and is pursuing a Ph.D. in Business Administration from Old Dominion University. Previously she was a Lecturer of Business Analytics at Old Dominion University.

Natalie J. MacCall Lecturer, School of Accountancy	\$75,000	7/25/23	10 Mos
--	----------	---------	--------

Ms. MacCall received an M.B.A. and a Bachelor of Science in Business Administration with a concentration in Accounting from Old Dominion University. Previously she was an Adjunct Professor of Financial Accounting at Old Dominion University and a Senior Business Process Auditor for Blue Cross Blue Shield North Carolina.

Jahnvi N. Patel Lecturer, Department of Philosophy & Religious Studies	\$50,839	8/10/23	10 Mos
--	----------	---------	--------

Ms. Patel received an M.A. in Ethics and Applied Philosophy from the University of North Carolina at Charlotte and a B.S. in Psychology from Meredith College. Previously she was a Graduate Teaching Assistant in the Philosophy Department at the University of North Carolina at Charlotte.

Faryaneh Poursardar Research Assistant Professor, School of Data Science	\$105,000	7/25/23	10 Mos
--	-----------	---------	--------

Dr. Poursardar received a Ph.D. in Computer Science and Engineering from Texas A&M University, an M.S. in Computer Engineering from Isfahan University, Iran, and a B.S. in Computer Engineering-Software from Azad University, Iran. Previously she was a Lecturer of Computer Science at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Lisa W. Powell Lecturer, School of Kinesiology & Health Sciences	\$59,000	7/25/23	10 Mos

Dr. Powell received a Doctor of Education in Kinesiology from the University of North Carolina at Greensboro, a Ph.D. in Human Movement from Old Dominion University, an M.S.Ed in Exercise Science from Old Dominion University, and a B.S. in Business and Management from the University of Maryland. Previously she was a Research Assistant and Group Exercise Leader in Physical Activity and Alzheimer's Disease 2 Study at the University of North Carolina at Greensboro.

Hong Qin Associate Professor, School of Data Science	\$135,000	7/25/23	10 Mos
--	-----------	---------	--------

Dr. Qin received a Ph.D. in Biochemistry and Molecular Biology from the University of Chicago, an M.S. in Computer Science from Loyola University, and an M.S. in Biophysics and a B.S. in Biological Sciences and Biotechnology from Tsinghua University in China. Previously he was a Professor in the Department of Computer Science and Engineering and the Department of Biology, Geology and Environmental Sciences at the University of Tennessee at Chattanooga. (Joint appointment with the Department of Computer Science)

Danielle M. Rhemer Post-Doctoral Research Associate, Department of Teaching & Learning	\$55,000	8/25/23	10 Mos
--	----------	---------	--------

Dr. Rhemer received a Ph.D. in Science Education from Florida State University, an M.S. in Environmental Education from Florida Atlantic University, and a B.S. in Environmental Science from Florida Gulf Coast University. Previously she was a Project Researcher and Adjunct Professor in the School of Teacher Education at Florida State University.

Jennifer A. Rickerson Lecturer, Department of Medical Diagnostic & Translational Sciences	\$70,000	7/25/23	10 Mos
---	----------	---------	--------

Ms. Rickerson received a Bachelor's in Medical Laboratory Science from Old Dominion University and is expected to receive a Master of Healthcare Administration: Health Systems Management from George Mason University. Previously she was an Adjunct Assistant Instructor in the Medical Laboratory Science Program at Old Dominion University and a Medical Laboratory Scientist at Sentara Healthcare.

Nastassia M. Savage Visiting Assistant Professor, Department of Psychology	\$75,000	7/25/23	10 Mos
--	----------	---------	--------

Dr. Savage received a Ph.D. and an M.S. in Industrial – Organizational Psychology from Clemson University and a B.S. from the University of Central Florida. Previously she was a Professor of Psychology at ECPI University, Richmond.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Bikash Chandra Singh Research Assistant Professor, COVA CCI Coastal Node	\$80,000	8/10/23	10 Mos

Dr. Singh received a Ph.D. in Computer Science from the University of Insubria, Italy and an M.Sc. and B.Sc. in Information & Communication Engineering from Islamic University Kushtia, Bangladesh. Previously he was a Postdoctoral Research Associate at VMASC, Old Dominion University.

Jadwiga Stanizewska-De Mott Lecturer, Department of English	\$50,715	7/25/23	10 Mos
---	----------	---------	--------

Ms. Stanizewska-De Mott received an M.A. in Humanities from Old Dominion University and an M.A. in English Philology from Jagiellonian University. Previously she was a teacher at The Hague School in Norfolk, VA, and an Adjunct Instructor at Old Dominion University.

Ashlee Steeley Lecturer, School of Rehabilitation Sciences	\$70,000	7/25/23	10 Mos
--	----------	---------	--------

Ms. Steeley received an M.S. in Public Health from Eastern Virginia Medical School and a B.S. in Biology from East Carolina University. Previously she was a Graduate Teaching Assistant in the Master of Public Health Program at Eastern Virginia Medical School.

Aleksandra Swatek Lecturer, Department of English	\$48,300	7/25/23	10 Mos
---	----------	---------	--------

Dr. Swatek received a Ph.D. in English, Second Language Studies from Purdue University, an M.A. in English from the University of Maine, and an M.A. in English Philology from Maria Sklodowska Curie University. Previously she was a Visiting Scholar in the Second Language Acquisition & Learning Department at the University of Arizona.

Deborah M. Wallace Lecturer, Department of Communication & Theatre Arts	\$51,000	7/25/23	10 Mos
---	----------	---------	--------

Ms. Wallace received an M.F.A. in Creative Writing at Old Dominion University and a B.A. from Skidmore College-Saratoga International Theatre Institute. She is an Emmy nominated Producer, Writer and Director working in film, television, and theatre.

Veereswara Lakshmi Diwakar Yalpi Lecturer, School of Cybersecurity	\$57,000	8/25/23	10 Mos
--	----------	---------	--------

Mr. Yalpi received an M.S. in Computer Science from Old Dominion University, a Master of Technology in Software Engineering from the Birla Institute of Technology and Science and a B.S. in Electronics and Computer Science from Sri Krishna Devaraya University. Previously he was a Research Intern in the Accessible Computing Lab and a Graduate Teaching Assistant at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Huishan Yang Lecturer, School of Public Service	\$75,000	8/10/23	10 Mos

Dr. Yang received a Ph.D. in Public Administration/Public Affairs from Virginia Tech, an M.A. in Public Administration/Public Policy from Renmin University, China and a B.A. in Public Administration from Xiamen University of China. Previously he was a Guest Lecturer and Teaching Assistant in the Virginia Tech Center for Public Administration and Policy.

Gnei Soraya Zarook Assistant Professor, Department of English (Tenure Track)	\$65,000	8/10/23	10 Mos
--	----------	---------	--------

Dr. Zarook received a Ph.D and an M.A. in English from the University of California, Riverside and a B.A. in English from California State University, Channel Islands. Previously she was an Associate Instructor in English at the University of California Riverside.

EMERITA APPOINTMENT

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

<u>Name and Rank</u>	<u>Effective Date</u>
Debra A. Major Eminent Scholar Emerita and Professor Emerita of Psychology	July 1, 2023

DEBRA MAJOR

Debra Major received a B.A. in Psychology and Communication from Michigan State University and a Ph.D. in Psychology with a focus in Industrial/Organizational Psychology from Michigan State University. She joined Old Dominion as an Assistant Professor of Psychology in 1992, achieved the rank of Professor in 2005 and was designated an Eminent Scholar in 2014. Recognition of her accomplishments in teaching, research and service include the Distinguished Contributions Award from the Society for Industrial and Organizational Psychology, Fellow status American Psychological Association, Fellow status Association for Psychological Society, ODU Champion of Diversity Award, ODU Faculty Research Achievement Award, ODU Provost's Award for Outstanding Undergraduate Teaching, and many additional awards.

Major has served as the major professor for 17 doctoral students who completed their Ph.D. at Old Dominion University as well as chaired numerous master's theses. Her administrative experience includes serving as Associate Dean for the College of Sciences (2018-2019), Graduate Program Director in the Department of Psychology (2016-2018), Director of the I/O Undergraduate Research Apprentice Program at ODU, and Associate Chair for Research for the Department of Psychology (2010-2018).

Major's research concerns career development, leadership, diversity, work-family conflict, women's career barriers, and underrepresentation in STEM. She has published more than 57 papers in peer reviewed journals, served as an investigator on more than \$4 million in grants, given 20 invited addresses at national/international conferences, and contributed a tremendous number of papers and posters at professional conferences.

Committee members approved a resolution to reaffirm commitment of the development of the Joint School of Public Health. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

PROPOSAL TO AFFIRM COMMITMENT TO THE DEVELOPMENT OF THE JOINT SCHOOL OF PUBLIC HEALTH

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors affirms its commitment to the development of the Joint School of Public Health.

Rationale: On December 10, 2020, the Board of Visitors of Old Dominion University approved the name change of the School of Community and Environmental Health to be called School of Public Health, effective July 1, 2021. Due to School of Public Health accreditation requirements, the name change has not yet officially taken place. In August of 2021, the Presidents of Norfolk State University (NSU), Eastern Virginia Medical School (EVMS), and Old Dominion University (ODU) signed a Memorandum of Understanding to signify the creation and commitment of support for a Joint School of Public Health. Since that signing, faculty and administration from NSU, EVMS, and ODU have worked to develop the Joint School. Academic efforts have included development of common curricula, assessment methods, and accreditation. Representatives from the Registrars, Financial Aid, and Admissions have worked to address operational applications, policies, and procedures.

In December 2022, the Initial Application Submission (IAS) for the Joint School of Public Health was presented to the Council on Education for Public Health (CEPH). In January 2023, CEPH approved the Joint School of Public Health as an applicant for accreditation. The approved IAS provides a two-year window in which the proposed School must convert from applicant status to accredited status.

A required milestone for approval to form the Joint School of Public Health is submission of a complex organizational change form to the State Council of Higher Education for Virginia (SCHEV). Approval of the formation of departments within the Joint School of Public Health is required prior to submission of the complex organizational change form.

On June 16, 2023, the Board of Visitors approved the creation of two departments in the Joint School of Public Health. In accordance with processes outlined by the State Council of Higher Education for Virginia, the Board of Visitors affirms its commitment to the development of the Joint School of Public Health with the two departments serving as the school's academic units.

Provost Agho introduced Betty Rose Facer, Master Lecturer of World Languages and Cultures, who gave a presentation on the Language Learning Center in the College of Arts and Letters. She described services and resources provided by the Center to enhance, support, and engage students, faculty, and members of the greater Hampton Roads community in the study of world languages and cultures. The goal of the Center is to improve speaking, listening, reading, and writing skills development supported by best practices and sound research that will contribute to the language learning/teaching experience.

Ken Fridley, Interim Vice President for Research, presented information about the Office of Research, including areas of focus and priorities, the budget, sponsored program expenditures by fiscal year and unit, and challenges and opportunities.

ADMINISTRATION AND FINANCE COMMITTEE

Mr. Middleton, chair of the Administration and Finance Committee, reported that Vice President Chad Reed provided a fall opening update that gave a snapshot of on-campus business volumes during the first full week of the academic year. He then presented the Capital Outlay Projects Status Report, sharing that there are currently ten capital projects in various stages of planning, design, and construction. Updates included status on construction for the new Health Sciences building and the Student Health and Wellness facility. He also provided an update on design of the new Biology building and insight on a non-capital campus gateway signage project.

Vice President Reed shared the proposed 2023 Six-Year Plan for Committee action. He noted key assumptions made during the plan's preparation, including enrollment levels, and non-discretionary cost increases in salaries, health insurance, and other nonpersonal services items. A 2023 General Fund request will be made to address the base funding disparity and to offset the rising cost of VMSSDP waivers.

Committee members voted in favor of recommending approval of the Old Dominion University 2023 Six-Year Plan as presented and authorizing the University to revise the 2023 Six-Year Plan as required by State officials for final submission by the stated deadline. The following resolution was brought forth as a recommendation of the Administration and Finance Committee and was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

RESOLUTION

Approval of OLD DOMINION UNIVERSITY'S 2023 Six-Year Plan

WHEREAS, the Higher Education Opportunity Act of 2011 became effective July 1, 2011, and requires each public institution of higher education in Virginia to develop and submit an institutional six-year plan; and

WHEREAS, § 23.1-306 of the Act requires, "*The governing board of each public institution of higher education shall (i) develop and adopt biennially and amend or affirm annually a six-year plan for the institution; (ii) submit such plan to the Council (State Council*

of Higher Education for Virginia), *the General Assembly, the Governor, and the Chairmen of the House Committee on Appropriations, the House Committee on Education, the Senate Committee on Education and Health, and the Senate Committee on Finance no later than July 1 of each odd-numbered year; and (iii) submit amendments to or an affirmation of that plan no later than July 1 of each even-numbered year or at any other time permitted by the Governor or General Assembly*"; and

WHEREAS, Old Dominion University prepared a six-year plan in accordance with the requirements of the Higher Education Opportunity Act of 2011 and guidelines provided by the State Council of Higher Education for Virginia; and

WHEREAS, the University submitted the six-year plan to the State Council of Higher Education for Virginia by the stated deadline of July 17, 2023, for the 2023 submission; and

WHEREAS, the 2023 Six-Year Plan must be approved by the Board of Visitors prior to final submission;

THEREFORE, BE IT RESOLVED the Old Dominion University Board of Visitors approves the Old Dominion University 2023 Six-Year Plan (Part I and Part II) as presented in the format provided by the State Council of Higher Education for Virginia; and

BE IT FURTHER RESOLVED, that the University is authorized to revise the 2023 Six-Year Plan as required by State officials for final submission by the stated deadline.

Vice President Reed provided an update on recent changes to the state budget. Key additions include from the 2023 Special Session 1 include \$7.5 million in E&G funding to support Affordable Access, \$560,000 to support Nursing Workforce, and another 2% salary increase for faculty and staff effective December 10, 2023. In addition \$9.9 million was allocated for undergraduate need-based financial aid.

Ms. Maggie Libby, Associate Vice President for Finance and Controller, presented the Annual Debt Management Report. The University's debt burden ratio for the current year is 4.43% and is in full compliance with the Board's ODU Debt Management Policy #1640.

Vice President Reed provided the Financial Performance Report as of August 31, 2023. The University is on track financially for the first two fiscal periods.

Mr. Mike LaRock, Associate Vice President of Foundations, provided the Educational Foundation Investment Update and R. Garrett Shelton, Chief of Police, provided the Public Safety Report.

AUDIT, COMPLIANCE, AND HUMAN RESOURCES COMMITTEE

Mr. Corn, chair of the Audit, Compliance, and Human Resources Committee, reported that Ms. Amanda Skaggs, Chief Audit Executive, briefed the Committee on the Charter and the Committee affirmed meeting their responsibilities for FY2023. She then presented on the

Internal Quality Assurance Improvement Program, which included FY2023 program results and confirmation of University Audit’s independence.

Open audit projects were shared with the Committee as well as the status of open audit issues since June 2023.

The Committee convened in closed session to discuss the performance of specific departments where such evaluation involved discussion of the performance of specific individuals.

After reconvening in open session, Ms. September Sanderlin, Vice President for Human Resources, Diversity, Equity, and Inclusion, presented on the annual workforce plan. She then presented the resolution to approve the Administrative and Professional Faculty appointments. The following resolution was brought forth as a recommendation of the Audit, Compliance, and Human Resources Committee and was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following administrative faculty appointments.

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
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 <i>Exceptional Hire</i>	\$50,000	8/10/2023	12 mos
--	----------	-----------	--------

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

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Catherine Burris Associate Controller, Assistant Instructor, Finance Office	\$133,350	8/10/2023	12 mos

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

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

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

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Hayden Cunningham Transfer Success Advisor, Instructor, College of Science <i>Emergency Hire</i>	\$49,350	7/25/2023	12 mos

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 Junior Major Gift Officer, Assistant Instructor, Office of Development <i>Emergency Hire</i>	\$75,000	6/25/2023	12 mos
---	----------	-----------	--------

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 Associate Vice President for Administration, Instructor, Digital Learning <i>Exceptional Opportunity Hire</i>	\$180,000	8/10/2023	12 mos
--	-----------	-----------	--------

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 <i>Emergency Hire</i>	\$80,000	8/10/2023	12 mos
---	----------	-----------	--------

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ryan Fineman Assistant Baseball Coach, Instructor, Intercollegiate Athletics <i>Exceptional Opportunity Hire</i>	\$50,000	8/10/2023	12 mos

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 <i>Exceptional Opportunity Hire</i>	\$90,000	8/10/2023	12 mos
--	----------	-----------	--------

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 <i>Emergency Hire</i>	\$65,000	6/25/2023	12 mos
---	----------	-----------	--------

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.

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

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
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 Executive Director for Mission Engineering Center, Assistant Professor, Office of Research <i>Exceptional Hire</i>	\$200,000	1/10/2024	12 mos
--	-----------	-----------	--------

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

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Keith Krepcho Student Success Director, Instructor, Digital Learning	\$62,000	7/10/2023	12 mos

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

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

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Rachel Lowery Coordinator, Fitness & Wellness, Instructor, Recreation & Wellness <i>Emergency Hire</i>	\$44,100	8/21/2023	12 mos

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

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

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Jonathan Pierre Strength and Conditioning Coach, Instructor, Intercollegiate Athletics <i>Emergency Hire</i>	\$47,250	8/28/2023	12 mos

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

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

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

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.

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

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

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

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

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.

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

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

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

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

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

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.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Sheryise Williams TRiO McNair Director, Assistant Professor, TriO McNair	\$81,900	7/10/2023	12 mos

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

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.

GOVERNANCE COMMITTEE

Ms. Kemper, vice chair of the Governance Committee, reported that the Committee reviewed and approved three Board policies. The proposed revisions to Policies 1411, Tenure, and 1412, Promotion in Rank, clarify that part-time associate and assistant deans are not eligible to attend or participate in the deliberations of the departmental, college, and University Promotion and Tenure committees regarding candidates for tenure. Revisions to Policy 1490, Administrative and Professional Faculty, will add two additional types of A/P faculty – medical administrative faculty and residents and fellows – in preparation for the merger with EVMS.

The following policy revisions were brought forth as recommendations of the Academic and Research Advancement Committee and were approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

NUMBER: 1411

TITLE: Tenure

APPROVED: June 12, 1980; Revised February 24, 1984; Revised November 19, 1987; Revised December 13, 1988; Revised September 27, 1990; Revised April 9, 1998; Revised December 10, 1998; Revised April 12, 2002; Revised April 11, 2003; Revised June 14, 2005; Revised September 9, 2005; Revised September 22, 2006; Revised June 15, 2007; Revised December 7, 2007; Revised September 17, 2009; Revised April 8, 2010; Revised April 4, 2012 (eff. 5/1/12); Revised June 14, 2012; Revised September 26, 2013; Revised April 24, 2014 (eff. 7/1/14); Revised September 18, 2014; Revised April 23, 2015 (eff. 6/1/15); Revised June 9, 2016 (eff. 7/1/16); Revised June 14, 2018 (eff. 7/1/18); Revised June 13, 2019 (eff. 7/1/19); Revised June 18, 2020 (eff. 7/1/20); Revised June 17, 2021 (eff. 7/1/21)

SCHEDULED REVIEW DATE: June 2026

I. Purpose of Tenure

The main purposes of tenure are to protect academic freedom and to enable the University to attract and retain a permanent faculty of distinction in order to accomplish its mission. For these reasons, tenure is usually awarded only after a suitable probationary period, and the decision to award tenure is based both on the merit of the individual faculty member and on the long-term needs and mission of the department, the college, and the University.

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.

- B. The following do not count as part of the probationary period:

1. Time in the rank of assistant instructor, lecturer, master or senior lecturer, faculty of practice, clinical faculty, artist-in-residence, performer-in-residence, writer-in-residence, research professor, research associate professor, research assistant professor, research associate, or any part-time position.
2. Time in appointment as an administrator, that is, in a position designated as a teaching/research administrative position or as a classified position in the state personnel system. (Time spent in a teaching and research faculty position as defined in the state personnel system will count as part of the probationary period, even if administrative responsibilities are assigned as part of that position; normally, departmental administrative positions such as chair or assistant chair will thus count as part of the probationary period.)
3. Time in a position that involves no teaching of credit courses, for example as a teacher of children or a therapist in the Children's Learning and Research Center or as a teacher of exclusively noncredit course work.
4. Time spent on leave of absence.
5. Time spent on faculty exchanges (including nationally competitive fellowships) if the faculty member so chooses.

- C. A period of time, not to exceed one yearⁱ, may be excluded from the probationary period, upon the approval of the provost and vice president for academic affairs subject to the following conditions.

1. That the faculty member submits a request in writing to the department chair. The department chair and the dean shall forward the request with a recommendation to the provost and vice president for academic affairs.
2. The request must be the result of the occurrence of a serious event. A "serious event" is defined as a life-altering situation which requires the faculty member to devote a significant fraction of each day to alleviate the impact of the event for a

period greater than six weeks and less than one year. These events may include the birth of a child, adoption of a child under the age of six years, serious personal illness or care of an immediate family member, such as a parent, stepparent, child, spouse, or domestic partner.

3. The faculty member shall provide documentation to justify the time requested and the seriousness of the event.
 4. The request shall be made no later than one year from the first day of the serious event.
 5. The faculty member must have been adequately performing the duties assigned prior to the first day of the serious event.
 6. Faculty who are awarded this exclusion shall have no requirements or expectations beyond those of any probationary faculty member.
 7. Work accomplished during the excluded period may be cited in the tenure case.
 8. Requests for exclusion may be made at any time during each academic year. No request shall be made after the application for tenure has been submitted.
 9. Decisions will be made within 60 days of the receipt of the faculty member's request by the department chair.
 10. The decision of the provost and vice president for academic affairs is final.
- D. The maximum total period for full-time probationary appointments (excluding periods not counted, see section III.B.) is six years, unless an approved extension is granted (see section III.C.). If the tenure decision is negative, a one-year terminal appointment is offered.
- E. The length of the probationary period may be reduced in any of the following instances:
1. A faculty member initially appointed to the rank of full professor may be considered for tenure in the second year of service and would be notified of a tenure decision according to the schedule in the Teaching and Research Faculty Handbook; if tenure is awarded, a tenure contract will be offered for a third year of service. In addition, the probationary period for a full professor may be eliminated, and an initial tenure appointment may be recommended to the Board if such an appointment has been requested by the chair, voted on by the departmental tenure committee, the college promotion and tenure committee, the University Promotion and Tenure Committee and approved in writing by the dean, the provost and vice president for academic affairs, and the president. It is the sense of the Board of Visitors that the procedure of eliminating the probationary period for tenure should be rarely used. (Please refer to the policy on Initial Appointment of Teaching and Research Faculty for additional information on an initial appointment with tenure.)
 2. A faculty member initially appointed to the rank of associate professor may be considered for tenure in the fourth year of service and would be notified of a tenure

decision according to the schedule in the Teaching and Research Faculty Handbook. If tenure is approved, a tenure contract will be offered for the fifth year. In addition, the probationary period for an associate professor may be eliminated, and an initial tenure appointment may be recommended to the board if such an appointment has been requested by the chair, voted on by the departmental tenure committee, the college promotion and tenure committee, the University Promotion and Tenure Committee and approved in writing by the dean, the provost and vice president for academic affairs, and the president. It is the sense of the Board of Visitors that the procedure of eliminating the probationary period for tenure should be rarely used.

3. A faculty member may apply for early consideration for tenure, if the faculty member believes that he or she has met or exceeded the expectations of quantity and quality of achievements for teaching, scholarship, research, and service 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, i.e., the total body of work must be equivalent to that expected after a normal probationary 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 or faculty with equivalent experience at a commensurate rank at another accredited institution of higher education or national institutions will be awarded tenure under this clause. Demonstrably exceptional is defined as meeting or exceeding expectations for quantity and quality of achievements for teaching, scholarship, research, and service needed to qualify for tenure prior to the conclusion of the normal probationary period. Any faculty member considering an application for early consideration for tenure should first elicit feedback on this plan from the department chair, the dean, the provost and vice president for academic affairs, and the chair of the departmental Tenure Committee, in particular, in a case where no pre-tenure review has occurred yet.
4. A faculty member who applies for tenure before the end of the standard probationary period cannot withdraw from the tenure process after the provost and vice president for academic affairs has approved the final list of external reviewers (Section V.C.2.).

IV. Criteria for the Award of Tenure

- A. The following criteria are used in the evaluation of every candidate for tenure. Each faculty committee and administrator considering a tenure case must specifically address each of these criteria as they apply to that case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. Committee votes must be recorded in the recommendations. In cases in which a vote is not unanimous, reasons for negative votes must be included.

B. Criteria to be used are as follows:

1. Since tenure may be awarded only to faculty members who hold the rank of assistant, associate or full professor or who are being simultaneously appointed to one of those ranks, any faculty member awarded tenure must meet the minimum requirements for the rank of associate professor.
2. Merit - Merit of the faculty member in teaching, research and service over the entire probationary period and the contributions made by the faculty member in these areas to the University. Scholarly and teaching activity up to six years before the tenure decision should be considered, which can include activity at another accredited institution of higher education or national research institutions. (For definition of teaching, research, and service and a discussion of methods of evaluation, see policies and procedures concerning evaluation of faculty members, evaluation of teaching, evaluation of scholarly activity and research, and evaluation of service.) In addition to information supplied by faculty information sheets, the chair's evaluation and other material presented by the department, an opportunity shall be made available for the faculty member to provide in writing any other material in support of the tenure candidacy. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for tenure. It is the responsibility of the faculty member to ensure that all information submitted by him or her in support of tenure is factually accurate and valid, and to provide corroborating evidence (e.g., web links, complete citations, grant numbers, etc.) for all claimed accomplishments. The evidence should address the quality of the journals and the reputation of book and other such publishers. Fraudulent or non-valid claims can lead to faculty sanctions, including denial of tenure. The department chair should work with tenure candidates to ensure the completeness and accuracy of their portfolios. The department chair and the department promotion and tenure committee as a part of the regular review process should verify the accuracy of portfolio elements that are central to the tenure case. Should concerns be raised about the validity of a candidates' claims by external or internal reviewers, it is the chair's responsibility to verify those claims. The tenure process will be paused while the chair verifies those claims. In case of material developments, additional documentation may be added to the portfolio before the conclusion of the evaluation process with the concurrence of the department chair and dean.

External evaluation of the quality of the faculty member's research performance will be required from nationally recognized experts in the faculty member's field. Candidates for tenure are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. Candidates for tenure 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 based on the department's approved criteria for the evaluation of scholarly activity and research. 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. No faculty member can be awarded tenure unless convincing evidence is provided of successful performance in scholarly activity and research, as judged by the department's approved criteria for the evaluation of scholarly activity and research. It is the faculty member's responsibility to include these criteria in the research portfolio submitted to external reviewers and in the data file submitted internally. If these criteria changed during the faculty member's probationary period, he or she can choose which version to submit. All evaluations of the faculty member's research and scholarly activity, at every stage of the tenure process, should be guided by these criteria.

V. Procedures for Tenure Considerationⁱⁱ

- A. The provost and vice president for academic affairs, fifteen months prior to the date for giving notification of the tenure decision, shall formally advise the professor that the limit of the probationary period is approaching, and explain what procedures should be followed by those wishing to be considered for tenure.
- B. The initial steps of the review process are normally conducted by the chair of the department or unit with which the candidate for tenure is affiliated, assuming the chair has tenure. If the chair is not tenured, he or she may not be involved in any aspect of the tenure decision. In that case, the dean of the college housing the department should appoint a tenured member of the department in question to act in the chair's stead. This faculty member shall not take part in any deliberations or votes of the departmental, college or University tenure committee. If the candidate for tenure is the chair of a department, the dean shall conduct the initial steps of the review process but will not write a separate recommendation at the departmental level.
- C. External review process
 - 1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair or his/her replacement if the chair is not tenured (see section V.B.).
 - 2. External reviewers with academic positions will hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers, including potential conflicts of interest. This documentation will become part of the tenure file. The chair (or replacement, see section V.B.) will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair (or replacement, see section V.B.) will provide this list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review process. The final list of external reviewers, together with the documentation of personal and professional relationships by the candidate (as outlined above), should be included as part of the application package for all internal reviewers. External reviewers should not be close collaborators or (former) mentors of the candidate. In general, co-authors on publications should be excluded as external reviewers, except as permissible under the departmental statement on evaluation of research (see the Policy on the Evaluation of Scholarly Activity and Research). The selection of potential external reviewers must be completed before the end of the semester prior to the submission of credentials for tenure.
 - 3. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the

provost and vice president for academic affairs before the reviewers are asked to submit evaluations. If an exception is approved, candidates for tenure will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair (or replacement, see section V.B.) but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.

4. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- D. Initial consideration of tenure cases is conducted by the tenured faculty of the department.
1. The tenured faculty of a department may determine that a tenure committee of a specified size will be selected from their membership to conduct the tenure deliberations and make recommendations to the chair (or replacement, see section V.B.). In this case, the entire full-time department faculty will elect the committee. It is the responsibility of this committee to determine the opinions of tenured members of the department not serving on the committee.
 2. In departments where fewer than three members are tenured, the dean, in consultation with the chair (or replacement, see section V.B.), will appoint enough additional tenured faculty members to form a committee of at least three members.
 3. Candidates for tenure should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.
 4. The tenured faculty of the department, or the members of the tenure committee, elect a chair of the committee among their members. It is the responsibility of that chair to direct the committee members to consider and apply the relevant sections in the Teaching and Research Faculty Handbook and the departmental statement on research evaluation in their comments and votes.
 5. No dean, full- or part-time associate dean, or assistant dean, or other full-time administrator or department chair (or replacement, see section V.B.) shall attend or participate in the deliberation of the departmental, college, University Promotion and Tenure Committee, or the tenured faculty of the department serving as a group to consider tenure, except in those cases when such committees or groups may, at their discretion, request administrators or chairs to answer specific questions concerning tenure cases. The deliberations of all three committees are confidential and must not be shared with anyone outside of the committee.
 6. The college committee shall consist of one tenured faculty member from each department in the college. All members of college promotion and tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by

majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. Every reasonable effort should be made to ensure that there are at least three full professors on the college committee. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. The representative from a tenure candidate's department will participate in deliberations in the candidate's case but will not cast a vote.

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

permitted. The chair of the committee shall record the names of all members participating in the discussion and voting in the recommendation letter, as well as the total number of votes in favor and against. Only those faculty present as the candidate is being interviewed during the deliberations can participate in drafting or approving the letter. In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write a minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee. Considering this recommendation, the department chair (or replacement, unless the dean is acting in the chair's stead, see section V.B.) makes an additional evaluation and recommendation concerning tenure. A copy of that review and recommendation letter will be sent to the faculty member and the dean by the chair of the department.

- F. If either the tenured faculty (or their committee), or the chair (or replacement, see section V.B.), or both recommend tenure, the credentials of the faculty member together with the recommendations of the tenured faculty (or their committee) and the chair (or replacement, see section V.B.) are forwarded to the tenure committee of the college, which examines the facts and the recommendations and makes a recommendation to the dean. All eligible committee members shall vote yes or no through a secret ballot, after participating (either in person or remotely) in the deliberation of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's tenure application are defined in section V.D.4. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee.
- G. If neither the departmental committee nor the chair (or replacement, see section V.B.) recommends tenure for the faculty member, tenure is not granted in the ensuing year. The faculty member is given a terminal contract for the ensuing year unless a further review is requested.

If the faculty member requests further review, all materials, including departmental and chair evaluations and recommendations are forwarded to the college tenure committee, which makes a separate recommendation to the dean. All committee members should vote yes or no through a secret ballot. In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. The dean then makes a decision concerning tenure and informs the faculty member.

If either the decision of the college committee or that of the dean is positive, the faculty member's case is considered in accordance with the procedures in the following paragraphs. If both decisions are negative, the faculty member may request, within two weeks, a further review by the provost and vice president for academic affairs, who makes a final determination concerning further consideration of tenure.

- H. The dean of the college examines the facts and all previous recommendations and makes a recommendation concerning tenure, which is forwarded to the provost and vice president for academic affairs, with a copy to the faculty member.
- I. The University Promotion and Tenure Committee, consisting of one tenured full professor from each of the major degree-granting academic colleges, examines the facts and all previous recommendations and documentation and makes a recommendation (with reasons) concerning tenure, which is forwarded to the provost and vice president for academic affairs. All eligible committee members shall vote yes or no through a secret ballot, after participating (either in person or remotely) in the deliberation of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's tenure application are defined in section V.D.5. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. The Office of the Provost will provide a copy of the recommendation letter to the dean of the college, the department chair and the faculty member.
- J. The provost and vice president for academic affairs, after examining all submitted documents and consulting with appropriate staff members, makes a determination concerning tenure for the faculty member. If the recommendations from all committees and administrators previously acting on the case have not all been the same, or if the provost and vice president for academic affairs disagrees with the recommendations that have been the same, then the provost and vice president for academic affairs shall consult with the University Promotion and Tenure Committee and with the chair (if tenured) and dean concerned.
- K. If the determination of the provost and vice president for academic affairs is in favor of tenure, the provost and vice president for academic affairs forwards the faculty 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 according to the schedule in the Teaching and Research Faculty Handbook 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.
- L. If the determination of the provost and vice president for academic affairs is against tenure, the faculty member is notified according to the schedule in the Teaching and Research Faculty Handbook that a terminal contract will be offered for the ensuing year.
- M. 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 the Board of Visitors for procedural information.) The decision of the Board of Visitors or its designated committee is final.

- N. Copies of the recommendation by all committees, chairs, deans, and the provost shall be provided to the faculty member being considered for tenure. The faculty member will be provided opportunity to correct any factual misinformation in such recommendations by placing a letter in his or her tenure file at any stage, or up until March 1 to the Provost (November 22 for faculty hired mid-year).
- O. The above procedures at the departmental and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and vice president for academic affairs. Procedures above the college level will be the same as designated above in all cases.

VI. Pre-Tenure Review

- A. The concept of a major review of faculty performance is intended to serve the purpose of giving the faculty member a clear indication of progress toward tenure and to offer constructive suggestions for self-improvement.
- B. Non-tenured faculty members, without prior teaching experience, who are in their third year of probationary service at Old Dominion University will receive a major faculty review. This review will be conducted by the dean and will begin in the spring of the third year of faculty service (fall of the third calendar year of service for faculty hired mid-year). The review will include a meeting with the faculty member and chair. The review process, conducted by the department promotion and tenure committee, department chair, college promotion and tenure committee, and dean, will include an in-depth evaluation of teaching effectiveness, scholarly works, grant and contract efforts, and other professional activities. An evaluation report emphasizing the long-range impact of the faculty member on the University should be submitted to the provost and vice president for academic affairs by May 1 (December 1 for faculty hired mid-year) following the completion of the review at the college level with a copy provided to the faculty member at all evaluation levels. It is important that the review extend beyond certifying adequate teaching performance and focus on creative ability, productivity, and potential to excel.
- C. If a faculty member applies for tenure in or before their third year of probationary service at Old Dominion University, the pre-tenure review will not be conducted.

NUMBER: 1412

TITLE: Promotion in Rank

APPROVED: September 26, 2013; Revised June 9, 2016 (eff. 7/1/16); Revised June 6, 2017 (eff. 7/1/17); Revised June 14, 2018 (eff. 7/1/18); Revised June 13, 2019 (eff. 7/1/19); Revised June 18, 2020 (eff. 7/1/20); Revised June 17, 2021 (eff. 7/1/21)

SCHEDULED REVIEW DATE: June 2026

I. Board of Visitors Policy

- A. All promotions in rank are based on evaluation of the faculty member's performance.
1. A tenure-track faculty member's performance in teaching, research, and service (as appropriate) is evaluated over the total time in the previous rank as compared to the criteria established by the Board of Visitors for the rank being considered and any other criteria established by the department or college.
 2. A non-tenure track research faculty member's performance in research, service (as appropriate) and teaching (as appropriate) is evaluated over the total time in the previous rank as compared to the criteria established by the Board of Visitors for the rank being considered and any other criteria established by the center.
- B. Promotion to the rank of associate professor must occur at the time of the tenure award, and the policy on tenure applies.
- C. Promotion to the rank of full professor is normally considered no earlier than during the sixth year of a faculty member's service as associate professor at Old Dominion University. Exceptions are made only under the following circumstances:
1. A faculty member who has held the rank of associate professor at another institution and was initially appointed to Old Dominion University at the rank of associate professor may be considered for promotion at the time of the award of tenure.
 2. A faculty member of extraordinary merit may be considered for promotion to the rank of full professor before the sixth year as associate professor at Old Dominion University.
- D. The president, upon the recommendation of the Faculty Senate, shall establish procedures for consideration of promotion to the rank of full professor (as well as for the designation as eminent scholar). Such procedures shall require consideration and recommendation by faculty members at the department and college level, the chair, the dean, and the University Promotion and Tenure Committee. The decision concerning promotion is to be made by the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against promotion, the faculty member may request a review by the president. The decision of the president is final.

II. Procedures for Promotion in Rank to Full Professor

A. Considerations Concerning Promotion

1. Each faculty committee and administrator considering a promotion case must specifically consider factors listed below as they apply to each case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. In the case of committees, the vote must be recorded in the recommendation, and the reasons produced by the minority members must be specified.
2. Each committee and administrator making a recommendation concerning promotion considers evidence of the faculty member's performance over the total time in which the previous rank has been held as compared to the guidelines for the rank being considered as established by the Board of Visitors and any other guidelines established by the department or college.
3. The total rank structure of the department should be considered.
4. At the least, the committees and administrators should examine faculty information sheets, chair evaluations, dean's evaluations, and any other evidence submitted by the faculty member, the chair of the department, or any other relevant source. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for promotion. It is the responsibility of the faculty member to ensure that all information submitted by him or her in support of promotion is factually accurate and valid, and to provide corroborating evidence (e.g., web links, complete citations, grant numbers, etc.) for all claimed accomplishments. The evidence should address the quality of the journals and the reputation of book and other such publishers. Fraudulent or non-valid claims can lead to faculty sanctions, including denial of promotion. The chair should work with promotion candidates to ensure the completeness and accuracy of their portfolios. The chair and the department promotion and tenure committee as a part of the regular review process should verify the accuracy of portfolio elements that are central to the promotion case. Should concerns be raised about the validity of a candidate's claims by external or internal reviewers, it is the chair's responsibility to verify those claims. The promotion process will be paused while the chair verifies those claims.

B. External evaluation of the faculty member's research and scholarly activity by nationally recognized experts in the field of specialization will be required.

1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair. If the department chair does not have the rank of full professor, all chair responsibilities for promotion to full professor will be delegated by the dean to a full professor in the department or from another department within the same college who will assume all of the chair's responsibilities described below.

This appointed full professor, acting in the role of chair, cannot take part in any deliberations or votes of the departmental, college or University promotion committees while the promotion case is being considered. In promotion of department chairs, the responsibility belongs to the dean.

2. External reviewers with academic positions must hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers, including potential conflicts of interest. This documentation will become part of the promotion file. The chair (or designee, see 1 above) will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair (or designee) will provide the list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review process. The final list of external reviewers, together with the documentation of personal and professional relationships by the candidate (as outlined above), should be included as part of the application package for all internal reviewers. External reviewers should not be close collaborators or (former) mentors of the candidate. In general, co-authors on publications should also be excluded as external reviewers, except as permissible under the departmental statement on evaluation of research (see the Policy on the Evaluation of Scholarly Activity and Research). The selection of potential external reviewers must be completed before the end of the semester prior to the submission of credentials for promotion.
3. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the provost and vice president for academic affairs before the reviewers are asked to submit evaluations. If an exception is approved, candidates for promotion will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.
4. A curriculum vitae will be required of each external reviewer. Each reviewer will be asked to describe any personal or professional relationship with the candidate. It is the responsibility of the chair to include a curriculum vitae of each reviewer. For promotion of department chairs, the responsibility belongs to the dean.
5. External reviewers will be asked to evaluate all submitted material mailed to them. Candidates for promotion are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. In the case of the arts, reviewers may be asked to consider works of art or performances. External reviewers will be asked to evaluate: a) the quality of the scholarship or creative

work under review; and b) the scholarly reputation (regional, national, international) of the candidate.

6. All candidates for promotion to full professor will be required to have their scholarship evaluated by no fewer than four external reviewers. If fewer than four reviews are received, the chair will choose additional reviewers alternately from the lists of the department promotion and tenure committee and of the candidate.
 7. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- C. A candidate for promotion in rank is initially considered by the faculty members in the department who hold the rank being considered or above.^{iv} Only faculty holding the rank of full professor are eligible to deliberate, review, or otherwise participate and vote on candidates for promotion to full professor.
1. In the case of large departments, the faculty members in the rank being considered or above may select a committee from their ranks to consider and make recommendations concerning promotion. In that case, it is the responsibility of the committee to elicit opinions from all faculty members holding the rank being considered or above.
 2. In departments where fewer than three members hold appointments in the rank being considered or above, the dean, in consultation with the chair (or designee; see section II.B.1.), will appoint enough additional faculty in the rank or above from other disciplines to form a committee of at least three.
 3. Candidates for promotion should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.
 4. The group of faculty on the promotion committee elect a chair of the committee among their members. It is the responsibility of that chair to direct the committee members to consider and apply the relevant sections in the Teaching and Research Faculty Handbook and the departmental statement on research evaluation in their comments and votes.
 5. No dean, full- or part-time associate dean, or assistant dean, or other full-time administrator or department chair (or designee; see section II.B.1.) shall attend or participate in the deliberation of either the departmental, college, or University Promotion and Tenure Committee. The deliberations of all three committees are confidential and must not be shared with anyone outside of the committee.
 6. The college committees shall consist of one tenured faculty member from each department in the college. All members of the college promotion and tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year

for the ensuing year. Every reasonable effort should be made to ensure that there are at least three full professors on the college committee. If the elected representative of a department will not be able to attend college committee meetings for a significant time span, the department may elect a temporary replacement for that time span. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. Only faculty holding the rank of full professor are eligible to join the deliberations and the vote on candidates for promotion to full professor. If the home department of a candidate for promotion to full professor has no full professor representing it on the college committee, a member of the departmental promotion committee for that candidate (convened as described in section C.1. and C.2. above) shall be elected to serve as its representative only during the duration of the deliberations on that specific candidate. In any case, the representative from a promotion candidate's department will participate in deliberations in the candidate's case but will not cast a vote.

7. The University Promotion and Tenure Committee shall consist of one tenured full professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair.^v No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. The representative from a promotion candidate's college will participate in deliberations in the candidate's case but will not cast a vote.
8. Any committee member who participates in the promotion process votes at most only once on any particular case.
9. In order to ensure transparency, fairness, and equity in the internal review process, a faculty member or administrator who participates in the promotion process must disclose any potential conflict of interest that might undermine the credibility of the process. The chair of the department (or replacement, see Section II.B.1.) will work in consultation with the dean of the college to decide whether the person should be excluded from serving on the review committee.
10. The faculty member under consideration is informed whenever a committee is considering promotion and is given an opportunity to submit a statement (in electronic form) to the Provost's Office in support of their promotion case, or to correct any factual misinformation in previous recommendations. The Provost's Office will add such statements to the candidate's file.
11. In case of material new accomplishments before the conclusion of the evaluation process, additional documentation may be added to the portfolio with the concurrence of the dean. Such additional material must be clearly marked as such and dated at the time of addition to the promotion file by the Provost's Office. If such additional documentation is considered, this must be clearly documented in the recommendation letters by the committee or individual (e.g. dean) who first see this new material.

- D. The committee or faculty group makes its recommendation concerning promotion to the chair (or designee; see section II.B.1.) together with reasons for the recommendation (including a minority statement in the case of a non-unanimous vote). All eligible committee members shall vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. The chair of the committee shall record the names of all members participating in the discussion and voting in the recommendation letter, as well as the total number of votes in favor and against. Only those faculty present as the candidate is being reviewed during the deliberations can participate in drafting or approving the letter. In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee. The department chair (or designee) evaluates independently the credentials of the faculty member, the rank structure of the department, and any additional evidence presented, either by the faculty member or from any other source, and makes a recommendation, with reasons, concerning promotion. A copy of that review and recommendation letter will be sent to the faculty member and the dean by the chair of the department.
- E. If either the departmental committee (or group), or the chair (or designee), or both recommend promotion, the faculty member's credentials together with the recommendation of the faculty committee and the chair (or designee) will be forwarded to a promotion committee of the college for consideration. This committee will make an independent evaluation and make a recommendation concerning promotion with reasons (including reasons of the minority), to the dean. The recommendations will indicate the vote of the committee. All eligible committee members should vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's promotion application are defined in section II.C.5. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion.
- F. If neither the faculty committee (or group) nor the chair (or designee) recommend promotion, the faculty member will not be considered for promotion in the coming year unless a review by the college promotion committee and the dean is requested by the faculty member. If a review is requested, the departmental committee and the chair forward all documents to the promotion committee of the college, which examines them and makes a recommendation concerning promotion to the dean following the stipulations of II.E. above. The dean examines all documents, including the recommendation of the college committee, and makes a determination concerning promotion. If the dean's determination is negative and is in accordance with the recommendations of the departmental committee, the chair, and the college committee, then the faculty member is not promoted for the coming year. If the dean's determination is negative and is not in accordance with all previous recommendations, the faculty member may request a further review by the provost and vice president for

academic affairs. The decision of the provost and vice president for academic affairs is final in such cases.

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

any factual misinformation in such recommendations by placing a letter in his or her promotion file at any stage, or up until April 1, to the provost and vice president for academic affairs.

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

III. Research Faculty

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

IV. Clinical Faculty

A. Promotion to the rank of clinical professor from the rank of clinical associate professor and promotion to the rank of clinical associate professor from the rank of clinical assistant professor shall be upon the recommendation of the department promotion and tenure committee, department chair, college promotion and tenure committee, dean and University Promotion and Tenure Committee to the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against the promotion the person may request a review by the president. The decision of the president is final.

B. The process for promotion to the rank of clinical professor and promotion to the rank of clinical associate professor will require external evaluation of the quality of the faculty member’s scholarly activities from nationally recognized experts in the faculty member’s field; procedures for the external review process can be found in section II.B. of this policy. The schedule for review will follow that for clinical faculty seeking promotion in rank.

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

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

NUMBER: 1490

TITLE: Administrative and Professional Faculty

APPROVED: June 12, 1980; Revised June 22, 1995; Revised September 9, 2005; Revised June 17, 2010; Revised April 22, 2022

SCHEDULED REVIEW DATE: April 2027

I. Background

Pursuant to [§23.1-1002, Eligibility for Restructured Financial and Administrative Operational Authority and Financial Benefits](#), subdivision B10 states that public institutions of higher education may "adopt policies for the designation of administrative and professional faculty positions at the institution pursuant to the conditions and provisions provided in subsection E of [§2.2-2901](#)." These designations shall be reserved

for positions that require a high level of administrative independence, responsibility, and oversight within the organization or specialized expertise within a given field as defined by the Board of Visitors.

II. Types of Administrative and Professional Faculty (A/P Faculty)

Administrative faculty normally report no lower than two levels below the President. Administrative faculty typically serve in executive level leadership roles such as vice president, vice provost, dean, and assistant or associate vice president or dean. Administrative faculty require the performance of work directly related to the management of the educational and general activities of the institution, department, or subdivision. Incumbents in these positions should exercise discretion and independent judgment, generally direct the work of others, and regularly exercise discretionary actions.

Professional faculty normally report three or more levels below the President. Professional faculty may direct or provide support for vital university functions such as academic, administrative, outreach, athletic or other programs. Professional faculty must regularly exercise professional discretion and judgment and the work produced must be intellectual and varied in character and should not be standardized. Professional faculty required advanced learning and experience acquired by prolonged formal instruction and/or specialized work experience. This category is normally limited to librarians, counselors, coaches, lawyers, physicians, and other professional positions serving education, research, athletic, medical, student affairs, and development functions or activities. Some information technology positions may also be included in this category.

Qualification criteria:

- must perform the duties and responsibilities associated with this category 50 percent or more of the contractual time;
- must have advanced degree, or training and work experience at a level that equates to an advanced degree

Medical administrative faculty are professional faculty who primarily work in medical clinical settings performing various clinical duties. This type of professional faculty is subject to the terms of this policy and the AP Guidebook, except for annual leave accrual, which shall be at a rate of 13.5 hours per month.

Residents and fellows are medical trainees who have restricted professional faculty appointments, made annually, with a limited number of renewals, based on program length. This type of administrative and professional faculty receives stipends and are covered by the Graduate Medical Education Policies and Procedures concerning stipends, work duties and hours, and benefits eligibility.

Requests for any exception to these criteria must be made to the President. The Vice President for Human Resources, Diversity, Equity and Inclusion may provide assistance as required by the President.

Professional librarians are covered by a separate policy concerning rank and term appointments.

III. Academic Rank

- A. Two types of academic rank are awarded to administrative and professional faculty members at Old Dominion University:
 - 1. Rank without academic departmental designation - On initial appointment, an administrative and professional faculty member may be assigned rank without academic departmental designation to perform service in that department in teaching, research, or professional service upon recommendation of the appropriate vice president or director and approval of the president, the Board of Visitors, and the governor. Normally only holders of the earned doctorate will be awarded ranks above that of instructor, but exceptions may be made on the basis of experience and training.
 - 2. Rank with academic departmental designation - Upon initial appointment, an administrative and professional faculty member may be awarded rank in an academic department upon recommendation of the chair of the academic department (after consultation with the Promotion and Tenure Committee of the department or with the tenured faculty of the department) and the dean to the provost and vice president for academic affairs. Award of rank in an academic department usually implies that the faculty member will be performing service in that department in teaching, research, or professional service.
- B. A/P faculty members initially appointed to rank without academic departmental designation may request consideration for granting of rank with academic departmental designation from the chair of the academic department. The procedures for the granting of academic departmental designation are the same as for initial appointment with the academic departmental designation.

IV. Promotion in Rank

- A. For A/P faculty members holding rank without academic departmental designation the following terms apply:
 - 1. An A/P faculty member without academic departmental rank may be proposed for promotion by that person's immediate supervisor. The supervisor should clearly indicate criteria being used and reasons for promotion. Normally promotion should not take place in a shorter time period that would be used for promotion to the same rank for teaching and research faculty.
 - 2. In areas reporting to the provost and vice president for academic affairs, the initial recommendation is made through the normal administrative line to the Provost and Vice President for Academic Affairs, who approves or disapproves the recommendation. The A/P faculty member has the right to request that the President review the decision of the Provost and Vice President for Academic Affairs. The decision of the President is final.

3. In areas not reporting to the Provost and Vice President for Academic Affairs, the recommendation is considered through the normal administrative line and a final recommendation made by the appropriate vice president, or director, to the President. The President, after consultation with the Provost and Vice President for Academic Affairs concerning the appropriateness of the rank within university practices, takes final action on the recommendation.
- B. For persons holding rank with academic departmental designation the following apply:
1. Persons who have held rank with academic departmental designation for the normal length of time before consideration for the next higher rank may request that the chair of the academic department evaluate their performance. In this evaluation, it is appropriate that the departmental chair take into consideration the fact that the faculty member cannot have performed the quantity of teaching, research, and departmental service that would be expected of a full-time member of the teaching faculty of the department. On the other hand, it should be expected that the A/P faculty member would hold credentials such that, if the person were being appointed initially to an administrative or professional post, the faculty and chair of the academic department would be willing to grant the rank to which promotion is proposed.
 2. Consideration of the promotion should begin with the academic department's promotion committee and proceed in exactly the same manner as for full-time teaching faculty members^{vi}.
- V. Tenure for A/P Faculty Members
- A. No administrative or professional faculty member holds tenure or other right of continuance in their appointment.
 - B. Time spent at Old Dominion University in an A/P faculty appointment does not count toward the probationary period for tenure. If a nontenured faculty member accepts a full-time A/P faculty post, the time spent in that position is not counted toward the probationary period for tenure.
 - C. Tenured faculty members who accept administrative posts retain tenure in their academic departments.
 - D. An A/P faculty member may request tenure consideration by an appropriate academic department. Such consideration begins with the academic department/school Promotion and Tenure Committee and then proceeds to the department chair. From there, the application for tenure proceeds to the College Promotion and Tenure Committee, then the dean, then the University Promotion and Tenure Committee, then the Provost and Vice President for Academic Affairs. The department/school standards that have been approved by the tenured faculty (as well as the College Dean and the Provost) in that unit should set the criteria by which tenure consideration should be determined.

- E. An A/P faculty member initially appointed to the rank of full professor with academic departmental designation may be considered for award of tenure without probationary period in accordance with the policy and procedures governing full-time faculty members initially appointed to the rank of full professor.

VI. Notice of Termination of A/P Faculty Members

- A. No person has a right of continuance in a specific administrative assignment, and any administrative or professional faculty member may be reassigned to different responsibilities at any time. The following policies and procedures, therefore, refer to continuance of salary and of appointment to the university.
- B. Administrators or professionals holding rank without academic departmental designation:
 - 1. A/P Faculty in this category shall be given the following notice of termination:
 - a. At least ninety (90) days for A/P faculty in their first twenty-four months of service.
 - b. At least one hundred and eighty (180) days for A/P faculty with more than twenty-four months of service.
 - 2. Initial notification of termination is by the A/P faculty member's immediate supervisor. The A/P faculty member has a right to request a review up the chain of command to the President. The decision of the President concerning termination is final.
 - 3. Effective July 1, 1995, in the event an administrative or professional faculty member is involuntarily separated from employment by the University for reasons that are not performance or behavior related, the notice of termination period (provided in paragraph VI.B.1 and 2 above) will be reduced by the number of weeks of severance pay benefits provided by the Workforce Transition Act of 1995. The net benefit for the dismissed employee shall not be less than that which is provided by this policy. This paragraph shall be in force and effect only so long as the Workforce Transition Act of 1995, or successor legislation, is effective. Involuntary separation is defined as position elimination due to budget reductions, work force downsizing, university or departmental reorganization or other causes not related to performance or employee conduct but shall not include voluntary resignations. Notice of termination of appointment is not an involuntary separation that qualifies for severance benefits.
 - 4. A shortening of the termination notice for cause can take place under the following conditions:
 - a. Inability, unwillingness, or failure to perform assigned duties and professional responsibilities at a satisfactory level. Termination for

this reason may not be undertaken until the A/P faculty member has been advised, in writing, of the deficiencies of his/her performance and afforded a reasonable opportunity (at least 90 days) to correct such identified deficiencies.

- b. Violation(s) of University policies and/or procedures.
- c. Violation(s) of applicable administrative or professional ethics or responsibilities.
- d. Criminal convictions for acts of conduct occurring on or off the job that are related to job performance or are of such a nature that to continue the A/P faculty member in the assigned position could constitute negligence in regard to the University's responsibilities to the public or to its students or other employees.
- e. In the event the appointing official or other appropriate supervisory administrative officer determines that termination of an A/P faculty member's employment is warranted, the A/P faculty member shall be advised, in writing, of the intended action and the reason(s) therefore, and shall be afforded the opportunity to respond, in writing and in person, to the intended action and the reasons upon which the intended action is based.
- f. If the A/P faculty member elects to respond to the notice of intended termination, and the response is deemed unsatisfactory, the appointing official should proceed to implement the termination action by notifying the A/P faculty member, in writing, of the termination action and the effective date thereof. The written notification shall state specifically the reasons for the termination and shall inform the individual of the right to appeal the termination decision.
- g. A/P faculty members may appeal a dismissal for cause through the Grievance Policy for Administrative and Professional Faculty if they believe the dismissal resulted from an improper application of policy or is arbitrary and capricious.

C. A/P Faculty holding rank with academic departmental designation:

- 1. A/P faculty in this category who do not hold tenure are entitled to the same notice as that given to nontenured A/P faculty members.^{vii} During all or a portion of the time under which the A/P faculty member is on terminal notice, reassignment to the academic department as a teaching faculty member may be made.
- 2. A/P faculty holding rank with academic departmental designation but not having tenure may request a review of the termination decision through the President. The decision of the President is final.

2. A/P faculty holding rank with academic departmental designation and tenure return to the tenured teaching faculty of the department if they leave their administrative post for any reason. Dismissal from the university can only occur under the policies and procedures for dismissal of tenured faculty members.

The Committee discussed its next steps. The last of the policies with a 2023 review date, Policy 1420, Faculty Salary Increments, is currently being reviewed by the Faculty Senate and is anticipated to be taken to the Academic and Research Advancement Committee in December. University Counsel Al Wilson stated that a new policy to address a new statute requiring the board to develop and implement policies for human trafficking awareness to be provided as part of first-year student orientation will be presented to the Committee for consideration in December or April. The only current Board policy that is scheduled for review in 2024 is Policy 1106, Public Committee on Undergraduate Tuition and Mandatory Fee Increases.

STUDENT ENHANCEMENT & ENGAGEMENT AND DIGITAL LEARNING COMMITTEE

Ms. Kemper, chair of the Student Enhancement and Engagement Committee, reported that Dr. Brandi Hephner LaBanc, Vice President for Student Engagement & Enrollment Services, introduced Dr. Jenn Grimm, Director of Leadership and Learning, who spoke about the First Year Service Experience. Over 170 new students volunteered at one of 13 local non-profits or ODU initiative during Welcome Week. Opportunities included Norfolk's Community Garden, the LGBT Life Center, Norfolk Animal Care Center, and the Monarch Pantry. Student feedback on the experience was overwhelmingly positive, and the event was highlighted by one of the local new agencies. Dr. Grimm then introduced Parish Thompson, a junior, who served as a lead for one of the groups. He spoke about how valuable the students found the experience, especially the service-learning component that had them reflect on the activity.

Dr. Grimm introduced Dr. Bridget Weikel, Associate Vice President for Learning, to discuss ODU's Career Development Services. Dr. Weikel first described the Greater Norfolk Corporation Mentorship program, in which students are paired with executives and other professionals in the area. Last year, approximately 20 students participated. For this year, SEES promoted this opportunity to sophomores, instead of freshmen, and there are currently over 65 applications for the program. Dr. Weikel introduced Trayveon Hickman, a sophomore involved with the program. He discussed how helpful it had been for his mentor to share his own path in education and career. Trevon was able to hone in on a major – Industrial Technology – as a result of these mentoring conversations. Dr. Weikel discussed the work study initiatives, including Federal Work Study, and the more structured experience of the Learn and Earn Advantage program (LEAP). The LEAP program is designed to help students find placement in jobs in both their first and second years, thereby assisting with university retention efforts. Dr. Weikel described the Handshake platform that takes the middle person out from the student-employer connection. Over 20,000 students use Handshake to connect with over 9,000 employers.

She concluded the presentation by highlighting the career fairs that ODU is supporting this Fall. She noted that these will be great opportunities for students to connect with a large number of diverse employers.

Vice President Hephner LaBanc and Nina Rodriguez Gonser, Vice President for Digital Learning, co-presented on Fall 2023 enrollment. Vice President Hephner LaBanc discussed the overall enrollment strategies that included decreasing the admission rate and increasing merit awards. A partnership with TCC was developed to provide a future pathway to enrollment for students no longer meeting the academic requirements for admission. For our campus-based new students, the average high-school GPA and SAT/ACT scores increased, and we enrolled a historic 22 valedictorians and salutatorians, up from a previous record of seven scholars. Current campus-based numbers reflect 2,690 first year students, 871 transfer students, 492 graduate students, and 174 international students. Vice President Rodriguez Gonser discussed the new online students, which include 131 first year students, 786 transfers, and 636 graduate students. She further discussed the new graduate students, noting a 12% increase in applications and an almost 22% increase in registrations over last fall. She highlighted the demographics of online students, noting how they illustrate the differences between online and campus-based students. She concluded the enrollment presentation highlighting the various strategies that helped build ODU's 22,451 total enrollment this fall.

Vice President Rodriguez Gonser discussed enrollment growth strategies for online students within Digital Learning. She noted that the work of the Division helped them to exceed the strategic plan goal of 6450 and bring in over 6900 students. Some of this work was in new strategies in digital marketing. Additionally, they are focusing on systematic program development that helps ensure the right programs are developed online to meet student and workforce needs. They are also embracing cutting-edge technology and leveraging these opportunities to create exciting educational environments and are also meeting the various needs of diverse learners by providing tailored supports. Vice President Rodriguez Gonser stated that Continuing Education had been moved under Digital Learning. This is opening up additional opportunities for both areas in credit and non-credit offerings, as well as micro-credentials and certificates that can stack into degree programs. These will help the Division provide the right options to people needing to upskill or reskill to stay current in the job market. She discussed academic pathways, accelerated options, and bridge programs designed to help prepare additional people for high-demand fields. They are also focusing on military pathways to help translate training and mastery into academic credits in degree programs popular with service members. She discussed an out-of-state opportunity that will allow ODU to partner with community colleges in states lacking a dental hygiene degree. The new Retention and Special Population unit that serves freshmen, non-degree, and graduate students provide orientation programs, retention initiatives, and early alert progress grade systems, designed to provide seamless support to students in need.

Vice President Rodriguez Gonser explained the new scholarship programs developed to provide the right incentives to online students. These included a merit scholarship, a technology package award, and application fee waivers. She discussed the enrollment funnel and why it is important for Digital Learning to reinvent this concept. She explained that online students can have multiple entry points and need a variety of tools and supports to engage and thrive. She noted the value of Salesforce and how it will allow ODU to be

high-tech and high-touch. Digital Learning was selected to host the ADEIL (a-DEAL) conference in October that will bring together leaders and innovators looking to reshape the future of education. She also highlighted the recent AI Symposium that brought all areas of campus together to discuss artificial intelligence and its impact on teaching and learning.

Vice President Rodriguez Gonser described the new partnership with the Schools of Data Science and Cybersecurity to develop academic programs focusing on artificial intelligence. Two graduate certificates in this area will launch in Fall 2024. She concluded by noting that the Division is excited to continue building upon its first-years' accomplishments.

UNIVERSITY ADVANCEMENT AND UNIVERSITY COMMUNICATIONS COMMITTEE

Mr. Pitts, who chaired the meeting of the University Advancement and University Communications Committee in the absence of the chair and vice chair, reported that Mr. Alonzo Brandon, Vice President for University Advancement, gave an update on the Capital Campaign. Fundraising progress for this fiscal year totaled \$1.2 million for the Educational Foundation and \$900K for the Athletic Foundation. The goal for this year is \$40 million. He also reported that the Capital Campaign is currently at \$302 million, which represents approximately 60.4% of the \$500 million goal. Mr. Dan Genard, Associate Vice President for Advancement, shared the Campaign Highlight – the First Star Program, and the fundraising efforts to support it.

Ms. Jaime Hunt, Vice President for University Communications and Chief Marketing Officer, reported on the University's progress on its brand campaign. She shared the findings from the qualitative and quantitative research that was conducted by the marketing research firm, SimpsonScarborough, as well as the next steps in the process. She also discussed the University's efforts toward improving perceptions of the University among peer institutions and enhancing earned media opportunities.

FINANCIAL UPDATE

Chad Reed, Vice President for Administration & Finance and Chief Financial Officer, provided a financial update. He reviewed the format of the report for the new Board members, which shows the Board approved adopted budget, any adjustments, year-to-date resources and expenditures, the remainder to be collected or expended, and any variance. The report will be updated to reflect the general fund allocations signed off by the Governor yesterday.

With two months of fiscal year activity being reported, no variance is projected. Of the \$632 million revenue budget, the University has received \$33 million in general fund allocations and 58% of tuition and fee revenue. The tuition and fee revenue includes the summer and fall sessions and the amount received is approximately \$300,000 ahead of projections. All other categories are tracking well. He noted that Auxiliary Enterprises is intended to run a surplus each year to contribute to reserves; this year a \$10 million surplus has been budgeted.

MOTION FOR CLOSED SESSION

The Rector recognized Mr. Pitts, who read the following motion: “Mr. Rector, I move that this meeting be convened in closed session, as permitted by Virginia Code Section 2.2-3711(A), subsections (1), (6), (7) and (8) for the purposes of discussing the appointment and performance of specific employees; the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the University would be adversely affected; consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probably litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the University; and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by counsel.

The motion was seconded by Ms. Kemper and approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

In addition to the Board members in attendance, President Brian Hemphill asked his Cabinet members to remain in the closed session.

RECONVENE IN OPEN SESSION AND FOIA CERTIFICATION

At the conclusion of Closed Session, the Rector reconvened the meeting and the following Freedom of Information Act Certification was read: “Any person who believes that the Board discussed items, which were not specifically exempted by law or not included in the motion, must now state where they believe there was a departure from the law or a departure in the discussion of matters other than that stated in the motion convening the closed session. I shall now take a roll call vote of the Board. All those who agree that only lawfully exempted matters and specifically only the business matters stated in the motion convening the closed session were discussed in closed session say “aye.” All those who disagree say “nay.” The certification was approved by roll-call vote (*Ayes: Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Mugler, Pitts, Wyatt; Nays: None*).

Two resolutions were presented for approval. Upon a motion by Mr. Hill and properly seconded, the following resolution was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Mugler, Pitts, Wyatt*).

THIRD AMENDMENT TO SUPPLEMENTAL DEFINED CONTRIBUTION PLAN

Now Therefore Be it Resolved, that the Board of Visitors hereby approves the Third Amendment to the Supplemental Defined Contribution Plan, as discussed in closed session on September 15, 2023, and that said contribution plan is considered a personnel record.

Upon a motion by Mr. Hill and properly seconded, the following resolution was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Mugler, Pitts, Wyatt*).

President Brian O. Hemphill, Ph.D.
2023-2024 Performance Plan

Now Therefore Be it Resolved, that the Board of Visitors hereby approves President Brian O. Hemphill's Performance Plan for 2023-2024, as discussed in closed session on September 15, 2023, and that said performance plan is considered a personnel record.

There was no old/unfinished or new business to come before the Board. The meeting was adjourned at 10:46 a.m.

ⁱ In case of a national, state or local emergency that prevents or seriously hinders the normal activities of faculty members for a period of several months, the University may provide the option for all tenure-track faculty members to extend their tenure clock by a specified period of time equivalent to that lost to the emergency, irrespective of any other exclusion granted to a faculty member.

ⁱⁱSee the Schedules for Faculty Personnel Actions in the appendix for specific dates and actions.

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

^{iv} See the Schedules for Faculty Personnel actions in the appendix for specific dates and actions.

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

^{vi}See the "[Policy on Promotion in Rank](#)."

^{vii} See the policy on "[Reappointment/Annual Review or Nonreappointment of Faculty](#)," Section III.B.5.