

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
ADMINISTRATION AND FINANCE COMMITTEE
April 26, 2018

MINUTES

The Administration and Finance Committee of the Board of Visitors of Old Dominion University met on Thursday, April 26, 2018, at 10:00 a.m. in Committee Room B of the Broderick Dining Commons on the Norfolk campus. Present from the Board were:

Robert M. Tata, Chair
Larry R. Hill, Vice Chair
Carlton F. Bennett (*ex-officio*)
Yvonne T. Allmond
Kay A. Kemper
Pamela C. Kirk
Donna L. Scassera

Absent from the Board:

Lisa B. Smith (*ex-officio*)
Ross A. Mugler
William D. Sessoms, Jr.

Also present were:

Bruce Aird	Elizabeth Kersey
Leigh Comsudis	Maggie Libby
Gregory DuBois	Donna Meeks
Dale Feltes	Dave Robichaud
Rhonda Harris	September Sanderlin
Scott Harrison	Amanda Skaggs
Etta Henry	Don Stansberry
Todd Johnson	Deb Swiecinski
Jean Kennedy-Sleeman	Rusty Waterfield

The Chair called the meeting to order at 10:12 a.m.

I. ACTION ITEMS

- A. **Approval of Minutes** – Mr. Bennett moved to approve the minutes of the December 7, 2017 meeting. The motion was duly seconded and the minutes were unanimously approved by all members present and voting. (*Allmond, Bennett, Hill, Kemper, Kirk, Scassera*)

II. PRESENTATIONS

- A. **Campus Beautification Update** – Mr. Rusty Waterfield, Associate Vice President for University Services and CIO, introduced Mr. Michael Brady, Director of Facilities Management, to provide an update on the University’s landscaping and campus signage improvements. Mr. Brady noted that the University annually prioritizes designs and implements beautification projects around the campus. These projects provide additional benefits that include improved sustainability and instructional research opportunities. In addition, the projects include species of trees and flowers that are native to this region, along with maximizing their ecological value while minimizing maintenance issues created by tidal flooding, local insects and disease.

Mr. Brady noted that this year’s projects include three new “Old Dominion University” signs installed on the brick wall gateways at 49th and 43rd Streets, new plantings on the south side of 49th Street, in front of the Visual Arts Building and Constant Hall, to mirror those on the north side, in front of the stadium parking garage. He added that there are new plantings in the Dragas Hall Stormwater Detention Basin (East of Dragas Hall), and a revitalization of the Kaufman Hall ‘Green’, which is between Kaufman Hall and the Webb University Center. Mr. Brady also noted that the Grounds Department in Facilities Management is coordinating with the Student Government Association on the installation of year-round banners on Kaufman Mall.

Ms. Scassera asked if there is any consideration given to have a bee or butterfly garden on campus. Mr. Waterfield responded that Facilities Management works closely with the academic departments for botanical assistance. He added that they also work with the Larchmont community and noted that there is a butterfly garden in the park across Bolling Avenue from Spong Hall.

Ms. Kemper said they are doing a great job with the beautification of the campus.

Mr. Tata added that he likes the emphasis on Hampton Boulevard that makes it clear you are driving through Old Dominion University.

- B. **Vice President’s Report** – Vice President Gregory DuBois briefed the Committee on several items of interest. He informed the Committee that Design and Construction, and the University Architect, are working on the University Design Standards, which will be provided for the Committee’s review in June.

Ms. Rhonda Harris, Assistant Vice President for Public Safety and Police Chief, briefed the Committee on the \$18,341 Byrne/Justice Assistance Grant awarded from the Virginia Department of Criminal Justice Services in 2018 on the behalf of the Old Dominion University Police Department and the College of William and Mary Police Department. This Grant provides funding for the purchase of Naloxone “Narcan” kits and carrying cases for all offices of both departments to utilize in the event they respond to a narcotics overdose victim. The Old Dominion University Police Department will provide the Narcan kits and associated training to the College of William Police.

Additionally, the funding will be used to implement a prescription drug drop-box program at the Old Dominion Police Department Headquarters. This program allows individuals to properly dispose of expired or unneeded prescription drugs. This service will support the Drug Enforcement Administration’s “take back days” and will be available year-round in an effort to prevent drugs from getting into the wrong hands or being flushed down the latrine and ending up in the water supply.

III. STANDING REPORTS

- A. Public Safety Report** - Chief Harris also briefed the Committee on the Environmental Health and Safety Office update regarding Chemical Inventory Management. They have updated the way they will keep and dispose of hazardous materials.

Vice President DuBois said this is very important. The Environmental Health and Safety Department at Old Dominion was selected by the Inspector General’s Office for an audit of our practices and policies related to chemical storage, accountability and tracking, purchasing and disposal.

Ms. Skaggs noted that this is good timing for this with the Inspector General coming on campus for this audit.

Chief Harris said software was purchased a year ahead of the notice of audit, so the Environmental Health and Safety department is positioned better to know what chemicals are on campus and where they are kept. This has positioned Old Dominion to proactively respond to the audit inquiries.

The amount of radiation materials on campus was asked. Chief Harris responded that small source amounts, such as with X-rays and other types of equipment are accounted for regularly. Overall, ODU has less and less use for research purposes; however, there are some departments that still use small amounts on campus.

- B. Capital Outlay Projects Status Report** – Vice President DuBois introduced David Robichaud, Assistant Director of Design and Construction, to give the report.

Mr. David Robichaud, Assistant Director of Design and Construction, presented the construction updates on campus. He briefed the Committee on the improvements to Café 21 in Webb University Center, Steak N Shake and a larger Chic-Fil-A will be added.

Mr. Tata asked how the University brings a franchise like those to campus. Mr. Todd Johnson, Assistant Vice President for Auxiliary Services, responded that Aramark obtains the franchise license and will operate the services, so they pay the fees, with a portion going to the University. Vice President DuBois added that Aramark has donated over \$1,000,000 back to the University with in kind contributions and in support of student programs and scholarships.

Mr. Hill asked if ODU gets a rider or guarantee in review annually to get funds. Mr. Johnson said that Aramark provides funds annually and the University also receives a percentage of profits.

Mr. Robichaud spoke about the Stadium Project. He said they are unable to save the existing stadium, but will recreate the Foreman Field logo.

Ms. Kirk asked if there will be Club Seating in the new stadium. Mr. Robichaud responded that they are designing for it, but waiting for more funding. He added there will be seating under the ribbon board on the main concourse that provides private seating for 400 people.

Ms. Kirk said that club seating is critical. She also asked whether or not there will be a new scoreboard. Mr. Robichaud responded that there will be a new scoreboard with higher resolution and will be slightly larger than the current one. Sponsorship opportunities will be offered for the ribbon board.

- C. **Investment Report** – Ms. Maggie Libby, Associate Vice President for Advancement-Foundations, presented an update on investments to the Committee.

There being no further business, the meeting was adjourned at 11:19 a.m.