

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
ADMINISTRATION AND FINANCE COMMITTEE
June 8, 2017

MINUTES

The Administration and Finance Committee of the Board of Visitors of Old Dominion University met on Thursday, June 8, 2017, at 9:30 a.m. in Committee Room B of the Broderick Dining Commons on the Norfolk campus. Present from the Board were:

Robert M. Tata, Chair
Carlton F. Bennett (*ex-officio*)
Lisa B. Smith (*ex-officio*)
Yvonne T. Allmond
Larry R. Hill
Ross A. Mugler

Absent from the Board:

Fred J. Whyte, Vice Chair
Alton J. Harris
Donna L. Scassera
William D. Sessoms, Jr.
Ingrid Whitaker (*Faculty Representative*)
Ivan Militar (*Student Representative*)

Also present were:

Michael Brady	Maggie Libby
Leigh Comsudis	Trey Mayo
Dale Feltes	Donna Meeks
Giovanna Genard	Earl Nance
Dillard George	Dave Robichaud
David Harnage	September Sanderlin
Scott Harrison	Deb Swiecinski
Todd Johnson	Rusty Waterfield
Rich Le Moal	

The Chair called the meeting to order at 9:45 a.m.

I. ACTION ITEM

- A. **Approval of the Minutes** – Mr. Mugler moved to approve the minutes of the April 27, 2017 meeting. Ms. Allmond seconded the motion. The minutes were unanimously approved by all members present and voting. (*Allmond, Hill, Mugler*)
- B. **Resolution for Veterans Access, Choice and Accountability Act of 2014, as Amended by Public Law 114-315** – Ms. Deb Swiecinski, Associate Vice President for Financial Services, briefed the Committee on the background and proposed changes of the Resolution. In June, 2015, the Board approved a similar resolution; however, the U. S. Veterans' Administration requires that all public institutions of higher education verify their full intent to comply with the Act, as passed and amended by Public Law 114-315 in December, 2016. She added that about 25% of students at Old Dominion University are military or military affiliated, but 15% are considered out-of-state. Currently there are 22 students that would be eligible for in-state with this approval.

Mr. Mulger moved to approve the proposed changes to the resolution and Mr. Hill seconded the motion. The motion was unanimously approved by all members present and voting. (*Allmond, Hill, Mugler*)

Mr. Mugler asked if the cost for Old Dominion University is the most significant or is George Mason University more. Chief Operating Officer Harnage responded that ODU and GMU are about the same in this regard. He added that because the fiscal impact is not considered there is no appropriation to replace the revenue to the University.

- C. **Approval of Proposed Revisions to the Annual Leave Policy for Administrative and Professional Faculty and Eligible Instructional and Research Faculty on Twelve-Month Contracts** – Ms. September Sanderlin, Vice President for Human Resources, presented the proposed revisions to Board Policy 1491 to the Committee. She noted that the proposed changes include the annual leave carryover date changed from June 10th to January 10th, which will mirror the classified system and also the practices for faculty at some peer institutions in Virginia. Currently there is not a payout option except in certain cases with Presidential approval, the revised policy will allow up to 15 days of annual leave payout. Also, there is no excess leave carryover except with Vice Presidential approval. The proposed change will remove this provision and excess leave will be purged after the last day of the leave of year (January 9th).

Mr. Mugler asked why 120 days and do other institutions use the same mark or higher? Vice President Sanderlin responded that the University Life Steering Committee decided on the 15 number of days, which previously was 11 days and then in 1994 there was no payout. She added that CNU has 10 days for payout, William and Mary has up to 30 day payout and GMU has up to 36 days for payout, but some institutions do not offer any days for payout. Mr. Mugler added that he would like 160 to 200 days as an incentive as they approach retirement.

Chief Operating Officer Harnage explained that the funding to pay an employee leave accumulation has to come out of the position, so 15 days is reasonable. He added if increased to 160 hours, that is an additional week the department has to keep the position vacant because the money must come from that position, so it has a fiscal impact for the department.

Vice President Sanderlin noted that because everyone knows there is no leave payout, it encourages everyone to burn off their leave until it is used. In addition to paying the cost of salary, you are also paying the fringe benefits of that position and cannot fill the position until the person has retired, impacting the department financially and without a replacement during the number of days of the payout.

Ms. Smith asked if other options for carryover leave are considered, like donating to a leave bank for employees that are ill and need it. Vice President Sanderlin that this practice is done now and allowing employees to petition for donated leave when needed.

Mr. Mugler asked if there is payout for unused sick leave. Vice President Sanderlin responded there is not for administrative and professional faculty, but there is for classified employees and she will share the information with him during the break, it is based on length of service and other things.

Vice President Sanderlin recognized Mr. Trey Mayo from her office for his very fine work on this and for coordinating and sharing the information with the Work Life Balance Committee.

Mr. Mugler said he would like to make it 160 hours for a future goal. The Chair asked Mr. Mugler if he is all right to proceed with the motion as presented, Mr. Mugler responded that is fine, but he would like it revisited to see the goal at 160 or 200 in the future.

Mr. Mugler moved to accept the proposed revisions. Ms. Allmond seconded the motion. The motion was unanimously approved by all members present and voting. (*Allmond, Hill, Mugler*)

II. PRESENTATIONS

- A. **Campus Safety Update** – Chief Rhonda Harris, Assistant Vice President for Public Safety, presented updates to the Committee on the campus safety initiatives.

Chief Operating Office Harnage said six years ago when he returned to the University, one of the big challenges was campus safety and the policing efforts. Chief Harris was recruited and has worked very hard to address those issues. He believes the efforts are making a difference and creating a place that is more controlled in how crime and

instances happen and it is important for the Board of Visitors to understand the effort and the outcome has been put into this and the successful outcome because of it. This is why he has asked Chief Harris to share information with you so the Board members can be ambassadors to share with the community.

Chief Harris noted the results of the improvements and the changes. She reviewed the improvements and successful reduction in crime on campus, as well as the professional development of the Police Department. The partnership with Residence Life and Residence Hall staff, and with the Overall Campus Safety and Quality of Life initiative, together have resulted in phenomenal numbers of improvement. She noted a 76% reduction in burglaries and a 35% reduction in total crimes in the Residence Halls. There is also a 36% reduction in violent crime and an 80% reduction in burglaries campus-wide. She also noted that there are now over 1,700 cameras across campus and new campus-wide lighting which have assisted with the successful results.

Chief Operating Officer noted that the numbers we used are for the area the University is responsible for, the campus.

Regarding the 1,700 cameras, the Chair asked if they are all on campus or are they also in neighborhood restaurants and bars. Chief Harris responded that the department began with the interior of the campus and then expanded out. There are now cameras on the perimeter of the campus with access to the neighborhood businesses' cameras and now also expand back to Colley Avenue. She added that the cameras have helped resolving many crimes.

The Chair thanked Chief Harris for a great job. He said he enjoys seeing comparisons to other public universities and would like to see that again at the next meeting.

Ms. Allmond asked if a student is accused of a crime, are they immediately removed from campus and un-enrolled? Chief Harris responded that it depends on what incident is and the allegations against them. Any time there is an on-going threat to the campus community, that person is separated from the campus immediately. The department has a very good working relationship with Student Conduct and they take the lead on the paperwork and separation.

Mr. Hill asked what area the police are patrolling. Chief Harris responded the patrol area is water to water on two sides, and to 38th Street and to Magnolia. She added that in Virginia, every law enforcement has jurisdiction one mile beyond what their designated jurisdiction is and that refers to the Old Dominion University Police as well, supporting one mile beyond the designated jurisdiction and working with the City of Norfolk Police.

- B. Chief Operating Officer Report** – Mr. Harnage said his report is ‘Thank you’. He added that this Committee deals with a lot of complicated items and over the years the Committee has given good guidance and their efforts are always well thought out to help Old Dominion understand the perspective at what we do as a University. Mr. Harnage

said could not have had a better group of people to work with this time back at the University and you will always have his gratitude for the support you have given to this University. Thank you.

The Chair thanked Mr. Harnage for his contributions and devotion to this University, which could not be over stated.

III. STANDING REPORTS

- A. Capital Outlay Projects Status Report** – Mr. Dale Feltes, Director of Design and Construction, presented information updates on the University’s projects.
- B. Investment Report** – Ms. Maggie Libby, Director of Accounting for Foundations, CFO, provided the Investment Report.

The meeting was adjourned at 10:40 a.m.