

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
ADMINISTRATION AND FINANCE COMMITTEE
December 7, 2017

MINUTES

The Administration and Finance Committee of the Board of Visitors of Old Dominion University met on Thursday, December 7, 2017, 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
Kay A. Kemper
Pamela C. Kirk
Ross A. Mugler
Donna Scassera
William D. Sessoms, Jr.

Absent from the Board:

Carlton Bennett (*ex-officio*)
Lisa B. Smith (*ex-officio*)
Yvonne T. Allmond

Also present were:

Bruce Aird	Elizabeth Kersey
Michael Brady	Maggie Libby
Jay Cawley	Donna Meeks
Leigh Comsudis	Ellen Neufeldt
Mary Deneen	September Sanderlin
Gregory DuBois	Tara Saunders
Dale Feltes	Amanda Skaggs
Rhonda Harris	Don Stansberry
Scott Harrison	Deb Swiecinski
Etta Henry	Vanessa Walker
Jean Kennedy Sleeman	Rusty Waterfield

The Chair called the meeting to order at 10:01 a.m.

I. ACTION ITEMS

- A. **Approval of Minutes** – Mr. Mugler moved to approve the minutes from the September 21, 2017 meeting. Mr. Sessoms seconded the motion and the minutes were unanimously approved by all members present and voting. (*Hill, Kemper, Kirk, Mugler, Scassera, Sessoms*)
- B. **Proposed Revisions to Board Policy #1602** - Mr. Earl Nance, University Counsel, presented the proposed revisions to Board Policy #1602 for Disposition of Unclaimed or Abandoned Property. Mr. Nance informed the Committee that the University frequently has property that is either unclaimed or abandoned on campus. The Virginia Code §23-4.2 allows the University to regulate the care, restitution, sale, destruction or disposal of property. He noted that this Policy states the policies and procedures to effectuate the disposal of this property, and this Policy is being revised to reflect changes in the statute, and enables more efficient processing. Mr. Nance informed the Committee that this policy needs to be adjusted because the ordinance says that if the locality in which a State agency is located has an unclaimed ordinance, then that State agency must comply. The City of Norfolk does have an ordinance, so the change to this policy is needed to more efficiently process unclaimed cars left on campus.

It was noted that only a recommendation to the full Board is required by this Committee for revision. The Chair then asked if anyone was opposed to making a recommendation to the full Board to adopt Mr. Nance's changes? There being no opposition, the changes were unanimously approved by all members present and voting. (*Hill, Kemper, Kirk, Mugler, Scassera, Sessoms*)

II. PRESENTATIONS

- A. **Unaudited Financial Statements** – Ms. Mary Deneen, Assistant Vice President for Finance and University Controller, presented the Unaudited Financial Statements for the year ended June 30, 2017. First she took a moment to recognize and commend Ms. Vanessa Walker for her assistance stepping in to complete the report on time in the absence of the Associate Controller. Ms. Deneen then reviewed the Statements on the University's Net Position, Revenues, Expenses and Changes in Net Position, and Cash Flows. Ms. Deneen added that the University total operating expenses are \$460,510,305. There was an increase in Net Position of \$27,534,938, making our Net Position \$421,130,539 as of June 30, 2017.
- B. **Owens House and Laboratory Sciences Building, Phase I** – Ms. Jean Kennedy-Sleeman, University Architect, briefed the Committee on the facades that are being considered for the Owens House and Phase I of the Laboratory Sciences Building. For background purposes, the Chair informed the Committee that Ms. Kennedy-Sleeman is giving this presentation because Mr. Mugler and other Board members in the past have been interested in ensuring uniform architectural design on campus.

Ms. Kennedy-Sleeman briefed the Committee on the Owens House, noting it will house 470 students in single and double semi-suites, and also include two staff apartments. She added that the proposed design will blend with the existing Quad residence halls through the material, pallet and massing, while representing a fresher, more refined design approach.

Mr. Mugler said the view of the house from 48th Street, the front of the building, is the more attractive side, which cannot be seen from the street when you drive by to look at the campus. Ms. Kennedy-Sleeman said they explored a bigger presence of the building on 49th Street; however, it didn't work, so they decided against it. Dr. Neufeldt added that tours of prospective students will not go down 49th Street, they will walk through the Quad and view the buildings from 48th Street. This is the only building we will have that has the modern gathering space.

Mr. Tata asked if this dorm will house all classes and all sexes, and what percentage are undergraduate students that will live there. Dr. Neufeldt responded that there are close to 480 beds, and the dorm will be primarily freshmen and sophomores, with other classes mixed in. She added that the focus for this building is the types of living and learning community experiences it has and how we can expand on that program, which will help with retention and success.

Ms. Scassera noted that the attractive area you see as you drive down by the Broderick Dining Commons, has beautiful awnings that are eye-catching, and asked if there a way that type of seating could work, but not change the architecture? Ms. Kennedy-Sleeman responded that is it difficult to do something similar in this area because there is not enough space between the street and building. She added they are talking about those types of items, perhaps umbrellas or something, that might work with this building, and said they will look into this, however, not sure it can be done.

Vice President DuBois said he would like to get the reaction of the Committee members for the outside of the building and asked if they were pleased with the look. Members of the Committee responded with positive feedback for the design of this building.

Ms. Kennedy-Sleeman then discussed Phase I of the Laboratory Sciences Building, which will be an 110,500 square foot, four-story building, predominately laboratories. The brick and precast building will create some open space, including student collaboration space on the first floor. The design supports the concept of science on display.

- C. **Enterprise Risk Management** – Chief Rhonda Harris, Assistant Vice President for Public Safety, briefed the Committee on the implementation of an Enterprise Risk Management program that the University will be undertaking over the next several months. She noted the benefits of this process which enhanced capability to assess and quantify risks that could interfere with the ability to carry out the mission.

Ms. Scassera asked if there is something specific that constitutes risks and Chief Harris responded there is a large list to use to breakout and evaluate risks. Ms. Kemper asked if the Board will have the opportunity to see the risks? Chief Harris responded they will see the list of risks each year.

Vice President DuBois added that the ultimate outcome is to understand all risks to the University, adding that the list will be given to members of the Board.

- D. Vice President's Report** – Vice President DuBois briefed the Committee on several items of interest, which included an update of the Master Plan, noting it was last updated in 2013.

Vice President DuBois shared that the Old Dominion University Police Department was recently selected as a “Spotlight Agency” for their successes in planning, development and implementation of innovative strategies whose success has resulted in measurable results through crime reduction, improved community relations, and enhanced policing strategies and capacity. After being contacted by the International Association of Chiefs of Police, the Department successfully passed an interview process on the Department’s organization structure, policies and programs which resulted in being 1 of 44 agencies selected. A video was shown to the Committee, which was filmed on campus and has been played at the International Association of Chiefs’ conference. The video is also now being used to support the Department’s recruitment efforts.

Vice President DuBois said he is very proud of the great recognition for Old Dominion University and said the University will get good use out of the video. The Chair congratulated Chief Harris.

III. STANDING REPORTS

- A. Capital Outlay Projects Status Report** – Mr. Dale Feltes, Director of Design and Construction, presented the construction updates on campus.
- B. Investment Report** – Ms. Maggie Libby, Director of Accounting for Foundations and CFO, presented an update on investments to the Committee.

There being no further business, the meeting was adjourned at 11:30 a.m.