

APPROVED BY COMMITTEE – APRIL 24, 2014

**OLD DOMINION UNIVERSITY
BOARD OF VISITORS**

**ADMINISTRATION AND FINANCE COMMITTEE
December 5, 2013**

MINUTES

The Administration and Finance Committee met in joint session with the Academic and Research Advancement Committee on Thursday, December 5, 2013 in the Board of Visitors conference room in the Webb University Center on the Norfolk Campus to hear a presentation on the proposed Master Plan. Members present were:

Barry M. Kornblau (*ex-officio*)

Jeffrey W. Ainslie

John F. Biagas

J. William Cofer

Jody S. Gidley

Dee D. Gilmore

Luke M. Hillier

Marc Jacobson

Mary Maniscalco-Theberge

Ronald C. Ripley

Judith O. Swystun

Robert M. Tata

John Lombard (Faculty Representative)

Bo Ram Yi (Student Representative)

Also present were:

John Broderick

Bruce Aird

Alonzo Brandon

Leigh Comsudis

Jane Dane

Steve Daniel

Dale Feltes

Robert Fenning

Giovanna Genard

Dillard George

David Harnage

Scott Harrison

Deane Hennett

Todd Johnson

Rich Le Moal

Richard Massey

Donna Meeks

Jennifer Mullen

Earl Nance

Ellen Neufeldt

September Sanderlin

Wood Selig

Carol Simpson

Deb Swiecinski

Johnny Young

Harry Minium

The Vice Rector called the meeting to order at 9:10 AM and called on Chief Operating Officer , to present the proposed final Master Plan.

Mr. Ainslie moved to approve the proposed Master Plan as presented. Dr. Maniscalco-Theberge seconded the motion which was approved by all members present and voting. (*Ainslie, Biagas, Cofer, Gidley, Gilmore, Hillier, Jacobson, Maniscalco-Theberge, Ripley, Swystun, Tata*)

The joint session was adjourned at 9:35 AM.

The Administration and Finance Committee meeting was called to order at 9:40 AM. Members present were:

Jeffrey W. Ainslie, Chair
John F. Biagas
Jodi S. Gidley
Luke M. Hillier
Marc Jacobson
Barry M. Kornblau (*ex-officio*)
Ronald C. Ripley, Vice Chair
Judith O. Swystun
Robert M. Tata
John Lombard (Faculty Representative)

Also present were:

Robert Fenning	Earl Nance
Bruce Aird	Melanie O'Dell
Leigh Comsudis	September Sanderlin
Steve Daniels	Tara Saunders
Mary Deneen	Wood Selig
Dale Feltes	Dana Snyder
Dillard George	Don Stansberry
Deane Hennett	Deb Swiecinski
Todd Johnson	Vanessa Walker
Michael Joseph	Rusty Waterfield
Rich Le Moal	Johnny Young
Richard Massey	
Donna Meeks	

I. ACTION ITEMS

- A. **Approval of Minutes** – Mr. Ripley moved to approve the minutes as written. The motion was seconded and unanimously approved by all members present and voting. (*Biagas, Gidley, Hillier, Jacobson, Kornblau, Ripley, Swystun, Tata*)
- B. **Use of Construction Manager (CM) At-Risk for New Dining Facility** – Vice President Fenning introduced Mr. Dale Feltes, Director of Design and Construction, to present the proposed use of the CM-At-Risk delivery method for the New Residential Dining Facility project. This facility, will be sited on 49th Street between Diehn Fine and Performing Arts and Dominion House and will pose substantial design and cost control challenges. Existing Board of Visitor policy requires the Board to approve alternative delivery methods such as CM-At-Risk and Design/Build.

Ms. Swystun moved to approve the use of a CM-At-Risk for the New Dining Facility and Mr. Biagas seconded the motion. The motion was unanimously approved by all members present and voting. (*Biagas, Gidley, Hillier, Jacobson, Kornblau, Ripley, Swystun, Tata*)

II. PRESENTATIONS

- A. **Unaudited Financial Statements** – Vice President Fenning introduced Ms. Mary Deneen, Assistant Vice President for Finance/University Controller, who recognized the Office of Finance staff for their hard work on this project and introduced Ms. Melanie O'Dell and Ms. Vanessa Walker from the Office of Finance. Ms. Deneen then briefed the Committee on the Unaudited Financial Statements for the year ended June 30, 2013. Her presentation addressed the differences in how public/government financial statements are prepared using Government Accounting Standards Board (GASB) versus the accounting standards used by the private sector. She reviewed the University's Net Position; Statement of Revenues, Expenses and Changes In Net Position; and Statement of Cash Flows.
- B. **Digital and Other Course Materials: Status Report** – Vice President Fenning then introduced Mr. Rusty Waterfield, Assistant Vice President for Information Technology Services, and Mr. Todd Johnson, Assistant Vice President for Auxiliary Services, who provided updated information about the efforts of the University and Follett (the

University's bookstore contractor) for responding to the proliferation of course material options and methods of delivery. Their presentation included the results of the Educause/Internet II pilot, as well as Follett's recent initiatives to address cost and format of course materials.

- C. **Vice President's Report**- Vice President Fenning gave his report and noted that the Elizabeth River Project has again recognized Old Dominion University for Sustained Distinguished Performance at the River Star Model level, which has been the case since 2007. In addition, Vice President Fenning noted that The Goode Theatre was recognized for its Outstanding Design in the latest, annual Architectural Portfolio by American School and University magazine.

III. STANDING REPORTS

- A. **Capital Outlay Projects Status Report**- Mr. Dale Feltes, Director of Design and Construction, presented information on the University's projects.
- B. **Investment Report** – Mr. Richard Massey, Associate Vice President for Foundations, briefed the Committee on the University's investments and endowment.

There being no further business, the meeting was adjourned at 10:57 AM.