

**APPROVED BY COMMITTEE – JUNE 12, 2014**

**OLD DOMINION UNIVERSITY  
BOARD OF VISITORS**

**ADMINISTRATION AND FINANCE COMMITTEE**

**April 24, 2014**

**MINUTES**

The Administration and Finance Committee met on Thursday, April 24, 2014 in the Board of Visitors Conference Room in the Webb University Center on the Norfolk Campus. Members present were:

Jeffrey W. Ainslie, Chair  
John F. Biagas  
Jody S. Gidley  
Marc Jacobson  
Barry M. Kornblau (*ex-officio*)  
Ronald C. Ripley  
Judith O. Swystun  
Fred J. Whyte (*ex-officio*)

Also present were:

Bruce Aird	Richard Massey
Leigh Comsudis	Donna Meeks
Traci Daniels	Sue Mitchell
Dale Feltes	Earl Nance
Robert Fenning	September Sanderlin
Dillard George	Scott Sandridge
David Harnage	Deb Swiecinski
Todd Johnson	Johnny Young
Elizabeth Kersey	Students

The meeting was called to order at 9:05 AM.

## I. ACTION ITEMS

- A. **Approval of Minutes** – Mr. Jacobson moved to approve the December 5, 2013 minutes as written and Ms. Swystun seconded the motion. The minutes were unanimously approved by all members present and voting. (*Biagas, Gidley, Jacobson, Kornblau, Ripley, Swystun*)

Vice President Fenning introduced Mr. Scott Sandridge from the Department of Budget and Planning in Richmond.

- B. **Financing Resolution – 9d) Bonds** – Vice President Fenning briefed the Committee on the Financing Resolution -9d) Bonds which authorizes the University to be reimbursed up to \$2,000,000 for the programming and design expenditures for the Residential Dining Facility project. This project was previously approved for funding through the sale and issuance of 9d) Bonds under the Virginia College Building Authority's pooled bond program. The University is requesting the Authority to include the project's bond funding in the Fall, 20143 pooled bond package. This proposed Resolution is required in order for the Authority to reimburse the University for design costs upon the sale of the bonds.

After some discussion, Ms. Swystun moved to approve the proposed Resolution as presented. Mr. Biagas seconded the motion and it was unanimously approved by all members present and voting. (*Biagas, Gidley, Jacobson, Kornblau, Ripley, Swystun*)

## II. PRESENTATIONS

- A. **BookNow+ and Included** – Vice President Fenning noted these programs have been discussed over the past 18 months regarding digital and electronic textbook options. Included – bringing together faculty, students, publisher and Follet for the purpose to drive down costs of textbooks, reducing prices for the cost of course materials based on all that opt into it. He noted that this allows everything to be done on-line and once received by Follett, it is immediately set into motion, being a dramatic improvement over the old system. These will control costs, align course materials, and provide a dramatic improvement over the old system.

Mr. Todd Johnson, Assistant Vice President for Auxiliary Services briefed the Committee on these two new Bookstore pilot initiatives, BookNow+ and Included. The new pilot projects are being closely monitored for broader implementation on campus. One positive is this will allow students to better afford course materials and be able to have the course materials on the first day of class. The pilot launched on April 7<sup>th</sup> and is optional for faculty use. Dr. Don Smith has agreed to pilot BookNow+ in three of his courses this fall.

- B. New Education Building** – Mr. Dale Feltes, Director of Design and Construction, reviewed the site plan, floor plans and design of the New Education Building.

Mr. David Harnage, Chief Operating Officer, then discussed the current design of the New Education Building and how it represents the refinement of a number of distinctive architectural features of prior and more recent capital projects. These features evolving guidelines will guide the design of future Master Plan projects on a project by project basis. He noted it is an important part to examine moving the campus forward regarding the architectural presence of the institution, as the Master Plan established the formal guidelines for the campus. There are many existing buildings on campus with long and useful life in them and the institution wants to create a signature statement of entry, but not a rectangular statement. He added that new buildings will include active spaces and will have an identity consistent with the campus. He noted that the Highland Park residents have raised questions regarding proposed housing on how big they will be in relation to the neighborhood regarding issues of height, mass and etc.

- C. Vice President's Report** – Vice President Fenning briefed the Committee on the Spring Semester Year-to-Date revenues and utilization statistics within Auxiliary Services.

### **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 endowments.

There being no further business, the meeting was adjourned at 10:30 AM.