

AGENDA



Old Dominion University
Board of Visitors
June 18, 2020

**BOARD OF VISITORS
OLD DOMINION UNIVERSITY
Emergency Meeting
Thursday, June 18, 2020, 10:00 a.m.**

AGENDA

- A. Call to Order
Lisa Smith, Rector

- B. Approval of Minutes
Lisa Smith, Rector
 - 1. March 23, 2020 Emergency Meeting
 - 2. April 23, 2020 Emergency Meeting
 - 3. May 21, 2020 Special Emergency Meeting

- C. Ratification of Actions Taken by the Executive Committee
Lisa Smith, Rector
 - 1. Appointment of Head Football Coach – February 20, 2020 (p. 5)
 - 2. Authorize President to Use Emergency Hire Process for Women’s Head Basketball Coach – April 16, 2020 (p. 6)

- D. Approval of Proposed 2020-2021 Tuition & Fees (p. 7)
Greg DuBois, Vice President for Administration and Finance

- E. Enrollment Update and 2020-2021 Operating Budget and Plan Presentation (p. 8)
Don Stansberry, Interim Vice President for Student Enhancement & Enrollment Services
Greg DuBois, Vice President for Administration and Finance

- F. Rector’s Report
Lisa Smith, Rector
 - 1. Board of Visitors Budget Presentation
Kay Kemper, Vice Rector

- G. President’s Report
John R. Broderick, President

- H. Reports of Standing Committees
 - 1. Academic and Research Advancement Committee
Toykea Jones, Chair
 - a. Dual Employment (p. 9)

Consent Agenda

- a. Faculty Appointments (pp. 10-12)
- b. Administrative Appointments (pp. 13-20)
- c. Emeritus and Emerita Appointments (pp. 21-35)

Regular Agenda

- d. Proposed Revisions to the Policy on Reappointment/Annual Review or Nonreappointment of Faculty (pp. 36-40)
 - e. Proposed Revisions to the Policy on Tenure (pp. 41-53)
 - f. Proposed Revisions to the Policy on Promotion in Rank (pp. 54-62)
 - g. Approval of Voluntary Closure of Degree Programs and Certificate Programs (pp. 63-65)
 - h. Approval to Rename the Center for Cybersecurity Education and Research (CCSER) to School of Cybersecurity (p. 66)
2. Administration and Finance Committee
Larry Hill, Chair
 3. Audit and Compliance Committee
Jerri Dickseski, Chair
 4. Athletics Committee
Kay Kemper, Chair
 5. Student Enhancement and Engagement Committee
Robert Corn, Chair
 - a. Appointment of Student Representative to the Board of Visitors (p. 67)
 6. University Advancement Committee
Pam Kirk, Chair
- I. Report of Nominating Committee and Election of Officers (p. 68)
Lisa Smith, Chair
 - J. Establishment of Presidential Search Committee
Lisa Smith, Chair
 - K. Motion for Closed Session
Kay Kemper, Vice Rector
 - L. Reconvene in Open Session and FOIA Certification
Lisa Smith, Rector
 - M. Old/Unfinished Business
Lisa Smith, Rector

N. New Business
Lisa Smith, Rector

O. Adjourn
Lisa Smith, Rector

**RATIFICATION OF ACTION TAKEN BY THE EXECUTIVE COMMITTEE ON
FEBRUARY 10, 2020**

Upon a motion made by Mr. Hill and seconded by Ms. Dickeski, the following resolution was unanimously approved by roll-call vote of all members present and voting (*Allmond, Bradley, Corn, Dickeski, Hill, Kemper, Kirk, Mugler*).

**APPOINTMENT OF HEAD FOOTBALL COACH
INTERCOLLEGIATE ATHLETICS**

RESOLVED, that upon the recommendation of President John R. Broderick, the Board of Visitors approves the appointment of Mr. Ricky Rahne as Head Football Coach, effective December 10, 2019.

Mr. Rahne received a bachelor's degree in Industrial and Labor Relations from Cornell University in 2002. Mr. Rahne has served on the Penn State University football coaching staff for the past six seasons, starting as quarterbacks' coach and moving into other roles including passing game coordinator, tight ends coach, and eventually was promoted to offensive coordinator. While Mr. Rahne was calling the plays, the Penn State offense was particularly productive this past season and was ranked 16th in the nation in red zone touchdowns and averaged 204.9 yards rushing per game, its best mark in 10 years. Penn State earned bowl bids in all six years that Rahne served the Nittany Lions. Prior to his time at Penn State, Rahne was an assistant coach for Vanderbilt University for three seasons. He also coached for five seasons on the Kansas State University staff and spent one season each as an assistant coach at College of the Holy Cross and Cornell.

Salary: \$750,000 for 12 months
Rank: Head Football Coach

RATIFICATION OF ACTION TAKEN BY THE EXECUTIVE COMMITTEE ON APRIL 16, 2020

A motion was made to authorize President Broderick to use the emergency hire process for the women's head basketball coach position. The motion was duly seconded and approved by roll-call vote (*Aye: Allmond, Bennett, Bradley, Broermann, Corn, Dickeski, Hill, Jones, Kemper, Kirk, Mugler, Williams; Nay: None*).

**RESOLUTION APPROVING THE 2020-2021
COMPREHENSIVE FEE PER CREDIT HOUR**

RESOLVED, that upon the recommendation of the President, the Board of Visitors approves the proposed 2020-2021 Comprehensive Fee Per Credit Hour.

	In-State From	In-State To	Out-State From	Out-State To
Norfolk Campus, Higher Education Centers, Distance Learning Locations within Virginia				
Undergraduate	\$356	\$360	\$1,028	\$1,032
Graduate	\$547	\$551	\$1,383	\$1,387
Technology Delivered Courses Outside Virginia and/or the United States				
Undergraduate	\$407	\$407	\$407	\$407
Graduate	\$595	\$595	\$595	\$595

- Rates will go into effect with the 2020 Fall Semester
- The comprehensive per credit hour fee includes the student activity fee of \$125.69 per credit hour for courses offered at the Norfolk Campus and \$109.55 for courses offered at the Higher Education Centers and Distance Learning sites.

**RESOLUTION APPROVING THE 2020-2021
PROVISIONAL OPERATING BUDGET PLAN PROPOSAL**

RESOLVED, that upon the recommendation of the President, the Board of Visitors approves the proposed expenditure plan in the University's 2020-2021 Operating Budget and Plan Proposal.

**UNIVERSITY EXPENDITURE SUMMARY
(in thousands)**

EXPENDITURES	2020-2021 Provisional Budget Plan
Educational & General	\$288,018
Auxiliary Services	\$110,587
Grants & Contracts	\$17,085
Gifts & Discretionary	\$8,858
Scholarships & Fellowships	\$75,421
Total University Expenditures	\$499,969
Summary of University Revenues & Expenditures	
Revenues	\$500,802
Expenditures	\$499,969
Contributions to Fund Balances	\$833

**BOARD OF VISITORS
OLD DOMINION UNIVERSITY
RESOLUTION APPROVING DUAL EMPLOYMENT**

WHEREAS, pursuant to Virginia Code §2.2-3106(C)(2) immediate family members may both work at Old Dominion University if (i) they are engaged in teaching, research, or administrative support positions, (ii) this Board finds it is in the best interests of Old Dominion University to allow the dual employment, and (iii) the immediate family member does not have sole authority to supervise, evaluate or make personnel decisions regarding the other, and

WHEREAS, the following individuals both work in the F. Ludwig Diehn School of Music and special care has been taken that neither has authority to evaluate, supervise or make personnel decisions regarding the other,

Andrey Kasparov and Oksana Lutsyshyn, husband and wife,

BE IT RESOLVED, that the Board of Visitors of Old Dominion University finds that it is in the best interests of the University and the Commonwealth for the dual employment of the above named to exist.

BE IT FURTHER RESOLVED, that the dual employment of those listed above is recognized and approved effective retroactively to the date of their respective hire.

FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following faculty appointments.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Wesley C. Davis Lecturer of Mathematics and Statistics	\$55,000	7/25/20	10 mos

Mr. Davis received a Master of Science in Applied and Computational Mathematics from Old Dominion University and a Bachelor of Science from Virginia Wesleyan College. He is pursuing a Doctor of Philosophy in Applied and Computational Mathematics from Old Dominion University. Previously he was a Graduate Teaching Assistant in the Department of Mathematics and Statistics at Old Dominion University. (new position)

Dr. Caitlin Collins Gudger Lecturer of Nursing	\$38,372	7/25/20	10 mos
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Dr. Gudger received a Doctor of Nursing Practice and an Master of Science in Nursing, Pediatric Nurse Practitioner from Old Dominion University and a Bachelor of Science in Nursing from Sentara College of Health Sciences. Previously she was a Nurse Practitioner at Nansemond Pediatrics and an Adjunct Faculty Professor at Old Dominion University. (Half-time appointment, 20 hours per week)

Dr. Emily E. Hardy Lecturer of Chemistry and Biochemistry	\$50,000	7/25/20	10 mos
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Dr. Hardy received a Ph.D. in Inorganic Chemistry from Auburn University and a B.S. in Chemistry from Old Dominion University. Previously she was a Visiting Assistant Professor in the Department of Chemistry at Roanoke College.

Dr. Emily Horvath Lecturer of Nursing	\$38,372	7/25/20	10 mos
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Dr. Horvath received a Doctor of Nursing Practice and a Master of Science in Nursing, Family Nurse Practitioner from Old Dominion University and a B.S. in Nursing from the University of Texas at Arlington. Previously she was a Nurse Practitioner at Barr Center: Innovative and Regenerative Pain Therapies in Virginia Beach and a Graduate Research Assistant at Old Dominion University. (Half-time appointment, 20 hours per week)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Saltuk B. Karahan Lecturer of Political Science and Geography	\$50,000	7/25/20	10 mos

Dr. Karahan received a Ph.D. in International Studies from Old Dominion University, an M.A. in Security Studies from Army War College, Turkey, an M.S. in Modeling and Simulation from Naval Postgraduate School, and a B.S. in Systems Engineering from Turkish Military Academy. Previously he was a Lecturer in the Department of Political Science and Geography and Program Coordinator/Advisor for the Center for Cybersecurity Education and Research at Old Dominion University. (Designated as Cybersecurity Program Coordinator)

Ms. Khedra R. Lewis Lecturer of Communication Disorders and Special Education	\$65,000	8/25/20	10 mos
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Ms. Lewis received an M.S.Ed. in Speech-Language Pathology from Old Dominion University and a B.S. in Health Education from Virginia Commonwealth University. Previously she was a Speech Pathologist for DirectED Educational Services/Cross Country Education in California. (Designated as Clinical Educator-ODU Speech and Hearing Clinic)

Ms. Sherrie N. Mitchell Lecturer of Mathematic and Statistics	\$55,000	7/25/20	10 mos
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Ms. Mitchell received an M.S. in Applied Mathematics from Hampton University and a B.S. in Applied Mathematics from Norfolk State University and is pursuing a Doctor of Education in E-learning and Educational Technology from Northcentral University. Previously she was a Mathematics Instructor at Hampton University and an Academic Center Online Mathematics Tutor at Kaplan University.

Dr. Lisa Morin Lecturer of Communication Disorders and Special Education	\$60,000	7/25/20	10 mos
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Dr. Morin received a Ph.D. in Special Education, an M.S.Ed. in Special Education and a B.S. in Interdisciplinary Studies with a major concentration in Early Childhood Education and Special Education from Old Dominion University. Previously she was a Project Coordinator and an Adjunct Faculty member in the Department of Communication Disorders and Special Education at Old Dominion University.

Ms. Valerie Sledd Taylor Lecturer/Associate Director of the Office of Clinical Experiences, Darden College of Education and Professional Studies	\$62,000	8/10/20	12 mos
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Ms. Taylor received an M.A. in Education and Human Development from The George Washington University, a License in Pre-K-6 Education from Old Dominion University, a B.A. in Communication Studies from Hollins University and is a doctoral candidate in Teaching and Learning from Old Dominion University. Previously she was a Graduate Research and Teaching Assistant in the Department of Teaching and Learning at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Joshua A. Wallach Associate Dean, College of Sciences, and Master Lecturer of Chemistry and Biochemistry	\$105,019	5/25/20	12 mos

Dr. Wallach received a Ph.D. in Polymer Science from the University of Connecticut and a B.S. in Chemistry from the College of William and Mary. Previously he was a Master Lecturer and Assistant Chair in the Department of Chemistry and Biochemistry at Old Dominion University.

ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED, that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following administrative faculty appointments.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Wayne Adams Jr. Assistant Director of Sports Performance and Instructor	\$40,448	3/3/20	12 mos

Mr. Adams received a B.S. in Kinesiology from James Madison University and an M.A. in Health and Human Performance from Morehead State University. Previously, he worked as the Director of Sports Performance for Catawba College.

Dr. Margaret E. Barber Associate Dean for Educator Preparation and Assistant Professor	\$128,000	12/25/19	12 mos
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Dr. Barber received an Ed.D. in Educational Leadership and an M.A. in Educational Administration from Teachers College at Columbia University and a B.A. in English and American Cultural Studies from Bates College. Previously she was Interim Associate Dean for Educator Preparation in the Darden College of Education and Professional Studies at Old Dominion University.

Mr. Stephen Barry Community/Business Outreach Liaison, Office of Admissions, and Assistant Instructor	\$60,000	2/25/20	12 mos
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Mr. Barry received a B.S. in Marketing from Virginia Tech. Previously, he worked as an Appraisal Specialist and Consultant for CarMax in Virginia Beach, VA. (new position)

Mr. Kirk Campbell Assistant Football Coach – Offensive Coordinator, and Instructor	\$200,000	12/29/19	12 mos
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Mr. Campbell received a B.A. in Communications from Mercyhurst University and an M.B.A. from Tiffin University. Previously, he worked as an Offensive Analyst for Penn State Athletics. Mr. Campbell also served as the Head Coach at Alderson Broaddus University and as the Wide Receivers and Tight Ends Coach at Tiffin University.

Ms. LaraAnn Canner Curator of Music Special Collections and Instructor	\$52,000	1/10/20	12 mos
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Ms. Canner received a Master of Arts in Liberal Studies from Valparaiso University and a B.S. in History from Ball State University. Previously she was a Digital Project Archivist and Archival Processor for the Allan Blank Collection in the Patricia W. and J. Douglas Perry Library at Old Dominion University. (new position)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Jonathan Decoster Assistant Football Coach – Tight Ends, and Instructor	\$100,000	12/29/19	12 mos

Mr. Decoster received a B.S.B.A. from the University of Louisiana at Lafayette and an M.A. in Educational Leadership from the University of Nevada at Reno. Previously, he worked as the Offensive Graduate Assistant and Tight Ends Coach for Louisiana State University. Mr. Decoster also previously worked as the Offensive Line Coach at the University of Sioux Falls and as the Offensive Line Graduate Assistant at the University of Nevada at Reno.

Ms. Maria Doran Coordinator, STEM Completion Initiatives (Engineering), and Instructor	\$47,000	1/20/20	12 mos
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Ms. Doran received a B.A. in World Languages and Cultures and an M.A. in Counseling both from Old Dominion University. Previously, she worked as a Senior Success Coach for the Center for Major Exploration at Old Dominion University. (new position)

Mr. Mark Dupuis Assistant Football Coach – Wide Receivers, and Instructor	\$105,000	12/11/19	12 mos
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Mr. Dupuis received a B.S. in Business from the University of Connecticut. Previously, he worked as the Graduate Offensive Assistant for Penn State University. Mr. Dupuis also previously worked as the Wide Receivers Coach at Fordham University and as the Assistant Special Teams Coach at Bates College.

Ms. Shawnda Green Director of Financial Operations, Health Sciences, and Instructor	\$75,000	1/10/20	12 mos
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Ms. Green received a B.A. in Accounting from James Madison University and an M.B.A. from George Mason University. Previously, she worked in various positions in the Office of Finance, including as the Budget Analyst and Capital Accountant for the last three years. (new position)

Ms. Meghan Hare Advisor/Success Coach, Center for Major Exploration, and Instructor	\$44,000	5/25/20	12 mos
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Ms. Hare received a B.A. in Anthropology from Furman College and an M.S.Ed. from Old Dominion University. Previously, she worked as a Graduate Assistant for the University's Dean of Students Office.

Ms. Courtney Hill Coordinator, STEM Completion Initiatives (Sciences), and Instructor	\$47,000	1/25/20	12 mos
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Ms. Hill received a B.S. in Speech Pathology from Old Dominion University and an M.A. in College Student Development from Hampton University. Previously, she worked as the Academic Advisor and Program Manager for the University's Modeling, Simulation, and Visualization Engineering department. (new position)

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Jennifer Leigh Hoyt Head of Libraries' Engagement and Instructor	\$60,000	2/25/20	12 mos

Ms. Hoyt received an M.A. in English, Professional Writing from Old Dominion University, a B.A. in Journalism from the University of Texas at Tyler and is expected to receive an Ed.D. in Educational Policy, Planning and Leadership from William and Mary. Previously she was Communications Coordinator at Old Dominion University Libraries.

Mr. Tristin Iannone Assistant Director of Football Operations and Assistant Instructor	\$36,000	3/2/20	12 mos
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Mr. Iannone received a B.S. in Recreation, Parks, and Tourism Management from Pennsylvania State University. Previously, he worked as a Football Operations Assistant at Pennsylvania State University. (new position)

Mr. Andrew Jackson Assistant Football Coach – Defensive Line, and Instructor	\$110,000	1/17/20	12 mos
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Mr. Jackson received a B.S. in Physical Education Science and an M.S. in Interdisciplinary Studies both from Long Island University. Previously, he worked as the Defensive Tackles Coach for James Madison University. Mr. Jackson has also worked as the Defensive Quality Control Coordinator at Mississippi State University and as the Defensive Line Coach at Fordham University.

Ms. Amanda Jerez Coordinator, Tech Talent Transfer Initiatives, Center for Advising Administration and Academic Partnerships, and Instructor	\$47,000	2/25/20	12 mos
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Ms. Jerez received a B.S. in Legal Studies and an M.A. in Communication both from the University of Central Florida. Previously, she worked as the Undergraduate Program Coordinator for the University's School of Nursing. (new position)

Ms. Dominique Johnson Research Associate, Dragas Center for Economic Analysis and Policy, and Instructor	\$65,000	3/10/20	12 mos
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Ms. Johnson received a B.S.B.A. and an M.A. in Economics both from Old Dominion University. Previously, she worked as the interim Research Associate for the University's Dragas Center for Economic Analysis and Policy.

Mr. Travis L. Jones Undergraduate Success Librarian	\$53,500	4/10/20	12 mos
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Mr. Jones received an M.S. in Library Science from the University of North Carolina at Chapel Hill and a B.A. in English from the College of William and Mary. Previously he was a Research and Instruction Librarian at the University of Houston – Clear Lake, Alfred R. Neumann Library.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Charlotte Kasic Manager of Education and Engagement, Barry Art Museum, and Instructor	\$70,000	1/10/20	12 mos

Ms. Kasic received a B.F.A. from Alfred University and an M.F.A. from the Rhode Island School of Design. Previously, she worked as the Executive Director of Yestermorrow Design and Build School in Waitsfield, VT and at the Chrysler Museum of Art as the Founding Program Director and Glass Studio Manager. (new position)

Ms. Nicole Kiger Director of Housing and Residence Life for Business Operations and Instructor	\$77,156	12/10/19	12 mos
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Ms. Kiger received a B.A. in Communications from Virginia Tech and an M.S.Ed. from Old Dominion University. Previously, she worked as the Director of Student Activities and Leadership at Old Dominion University.

Mr. Sam Kirschenbaum Assistant Women's Soccer Coach and Assistant Instructor	\$42,864	1/9/20	12 mos
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Mr. Kirschenbaum received a B.S. in Psychology from SUNY Cortland. Previously, he worked as the First Assistant Women's Soccer Coach for the University of Maryland, Baltimore County.

Ms. Staci Kohen Academic Advisor, Strome College of Business, and Instructor	\$40,000	1/6/20	12 mos
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Ms. Kohen received a B.S. in Family Sciences from Towson University and an M.S. in College Student Personnel from Western Illinois University. Previously, she worked as a Residence Hall Director for the University's Housing and Residence Life Department.

Mr. Younes Lalami Laaroussi Associate Head Men's Tennis Coach and Instructor	\$42,864	12/10/19	12 mos
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Mr. Laaroussi received a B.S.B.A. in Finance and an M.B.A. both from Auburn University. Previously, he worked as the Head Men's Tennis Coach for Duquesne University.

Ms. Hannah Leopold Residence Hall Director and Instructor	\$35,568	2/3/20	12 mos
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Ms. Leopold received a B.S. in Interdisciplinary Studies and an M.Ed. in Counselor Education both from Virginia Commonwealth University. Previously, she worked as a Resident Director for Tulane University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Tony Lucas, Jr. Assistant Football Coach – Running Backs, and Instructor	\$105,000	12/29/19	12 mos

Mr. Lucas received a B.A. in Economics from Columbia University and an M.A. in Economics from Trinity College. Previously, he worked as the Special Teams Coordinator at Elon University. Mr. Lucas has also worked as the Running Backs Coordinator at Temple University and as the Recruiting Coordinator at the University of Delaware.

Dr. Darylnet Lyttle Director, Student Health Services, and Assistant Professor	\$113,000	3/10/20	12 mos
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Dr. Lyttle received a B.S. in Nursing, an M.S. in Nursing, and a Ph.D. in Nursing all from Hampton University. Previously, she worked as the Director of Student Health at Virginia State University. Dr. Lyttle also worked as the Director of Wellness at Hampton City Schools and as a Clinical Assistant Professor at Walden University. She is currently licensed in Virginia as a Family Nurse Practitioner, a Registered Nurse, and as a Prescriptive Authority.

Mr. Andrew Malson Special Teams Quality Control Coach and Instructor	\$36,000	1/25/20	12 mos
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Mr. Malson received a B.A. in Physical Education from Westminster College and an M.S. in Sports Management from Missouri Baptist University. Previously, he worked as the Defensive Line Assistant for Stony Brook University.

Mr. Brandy Manning Associate Women’s Basketball Coach and Instructor	\$120,000	5/10/20	12 mos
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Mr. Manning received a B.A. in Psychology from Clark Atlanta University and an M.A. in Education from the University of Louisville. He has 14 years of Division I college coaching experience, which includes stops at Murray State, Central Florida, Arizona, Southern California, Texas State, Cal State Northridge and most recently, Georgia Tech.

Ms. Courtney Meyer Assistant Director of the Women’s Center and Instructor	\$52,000	12/10/19	12 mos
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Ms. Meyer received a B.S. in Psychology from Lock Haven University of Pennsylvania, an M.A. in Forensic Psychology from Roger Williams University, an M.S. in Higher Education from Walden University, and an M.Ed. in Human Sexuality Education from Widener University. Previously, she worked as the Professional Standards Coordinator for Virginia’s Department of Criminal Justice and Services (DCJS).

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Delisha Milton-Jones Head Women's Basketball Coach and Assistant Instructor	\$275,000	4/17/20	12 mos

Ms. Milton-Jones received a B.S. in Sports Management from the University of Florida at Gainesville. Previously she was Assistant Coach and Recruiting Coordinator at Syracuse University and an Assistant and Head Coach at Pepperdine University. Milton-Jones had a decorated professional career in the WNBA and overseas and was a member of the USA team that won the gold medal in the 2000 Olympics.

Mr. CJ Owens III Director of Player Personnel and Instructor	\$65,000	3/10/20	12 mos
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Mr. Owens received a B.S. in Sports Management and an M.S. in Sports Administration both from Hampton University. Previously, he worked as the Recruiting Operations Analyst for the University of Maryland. (new position)

Mr. Marcus Porter Civil Rights/Title IX Investigator and Instructor	\$75,000	12/02/19	12 mos
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Mr. Porter received a B.S. in Interdisciplinary Studies from Norfolk State University and an M.B.A. from Strayer University. Previously, he served in various roles at Norfolk State University, including as the Assistant Director of Student Conduct, Assistant Director for Community Standards, and a Residence Life Educator. (new position)

Mr. Ricky Rahne Head Football Coach and Assistant Instructor	\$650,000	12/11/19	12 mos
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Mr. Rahne received a B.S. in Industrial and Labor Relations from Cornell University. He spent the last six seasons at Penn State University including the last two as Offensive Coordinator and four as the Quarterbacks Coach. Mr. Rahne also held positions as the Quarterbacks Coach at Vanderbilt University, Running Backs and Tight Ends Coach at Kansas State University, Defensive Line Coach at Holy Cross, and Running Backs Coach at Cornell.

Ms. Cecilia Ramirez Director of Communications and Marketing, Batten College of Engineering and Technology, and Instructor	\$65,000	3/25/20	12 mos
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Ms. Ramirez received a B.A. in International Studies from Maryknoll College and an M.B.A. from Regent University. Previously, she worked as a Marketing Consultant for Infintus Brand Consulting in Virginia Beach, VA.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Remington Rebstock Assistant Football Coach – Safeties, and Instructor	\$112,500	1/0/20	12 mos

Mr. Rebstock received a B.S. in Economics and an M.A. in Economics both from Kansas State University. Previously, he worked as the Secondary Coach at the University of Texas, El Paso and as a Defensive Graduate Assistant at Delaware State University and Kansas State University.

Mr. Kevin Reihner Assistant Football Coach – Offensive Line, and Assistant Instructor	\$110,000	12/29/19	12 mos
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Mr. Reihner received a B.S. in Management Science and Engineering from Stanford University. Previously, he worked as the Assistant Offensive Line Coach for Penn State University, the Tight Ends Coach at the University of Delaware, and the Assistant Offensive Line Coach at Wake Forest University.

Ms. Keisha Riddick Director of Financial Operations, College of Arts and Letters, and Instructor	\$62,500	11/25/19	12 mos
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Ms. Riddick received a B.S.B.A. from Norfolk State University and an M.S. in Instructional Design and Technology from Walden University. Previously, she worked as the Fiscal Operations Specialist for ODU’s Batten College of Engineering. (new position)

Mr. Amin Saleh Safari Admissions Counselor and Assistant Instructor	\$37,506	2/25/20	12 mos
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Mr. Saleh Safari received a B.S. in Psychology from Old Dominion University. Previously, he worked as the Program Production Assistant for Spring Branch Community Church in Virginia Beach, VA.

Ms. Kacey Schaum Associate Director for Experiential Learning, Career Development Services, and Instructor	\$63,000	12/18/19	12 mos
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Ms. Schaum received a B.A. in Psychology from the Indiana University of Pennsylvania and an M.Ed. in Higher Education Administration from Kent State University. Previously, she worked as the Assistant Director, Career and Leadership Development Center at Ohio University.

Mr. Blake Seiler Assistant Football Coach – Defensive Coordinator, and Instructor	\$300,000	1/3/20	12 mos
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Mr. Seiler received a B.S. in Mechanical Engineering from Kansas State University and an M.B.A. from Wichita State University. Previously, he worked as the Special Teams Coordinator for West Virginia University. Mr. Seiler also worked in various positions at Kansas State University, including as Defensive Coordinator and Defensive Ends Coach.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Kevin Smith Assistant Football Coach – Special Teams and Assistant Instructor	\$115,000	12/29/2019	12 mos

Mr. Smith received a B.A. in Social Studies from Urbana University. Previously, he worked as the Defensive Graduate Assistant Coach for Penn State University, Defensive Line Coach at Lock Haven University, and Graduate Assistant Coach at Urbana University.

Ms. Morgan Sumner Athletic Academic Advisor and Instructor	\$40,000	1/10/20	12 mos
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Ms. Sumner received a B.S. in Exercise, Sport, and Health Education from Radford University. Previously, she worked as the Student-Athlete Academic Assistant for the University of Kentucky's Athletics Department.

Ms. Chrystal Trapani Instructional Technology Specialist and Instructor	\$56,500	4/15/20	12 mos
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Ms. Trapani received a B.A. in English from Christopher Newport University and an M.A. in English from Old Dominion University. Previously, she worked as an Adjunct Instructor for the University's English department.

Dr. Tomeka Wilcher Educational Program Developer, Academic Affairs/Strategic Initiatives, and Assistant Professor	\$60,000	12/16/19	12 mos
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Dr. Wilcher received a B.A. in English Education and a Master's in Teacher Education both from Hampton University and an Ed.D. from George Washington University. Previously, she worked as an Assistant Professor of Education at Hampton University.

Mr. Leon Wright Assistant Football Coach – Cornerbacks, and Instructor	\$95,000	1/22/20	12 mos
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Mr. Wright received a B.A. in Liberal Arts from Duke University and an M.A. in Liberal Arts from Louisiana State University. Previously, he worked as the Cornerbacks Coach for Mercer University, the Defensive Backs Analyst at Louisiana State University, and the Wide Receivers Coach at Garden City Community College.

EMERITUS/EMERITA APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the title of emeritus/emerita for the following faculty members and faculty administrators/faculty professionals. A summary of their accomplishments is included.

<u>Name and Rank</u>	<u>Effective Date</u>
Tami C. Al-Hazza Associate Professor Emerita of Teaching and Learning	January 1, 2020
Eric E. Anderson Associate Professor Emeritus of Economics	June 1, 2020
Robert Arnett Associate Professor Emeritus of Communication and Theatre Arts	July 1, 2020
Richardean S. Benjamin Associate Dean Emerita, College of Health Sciences, and Associate Professor Emerita of Nursing	July 1, 2020
Jeremiah Creedon Director Emeritus of Transportation Research	March 1, 2020
Dayle Daines Associate Professor Emerita of Biological Sciences	July 1, 2020
Frances Dolloph Community and Student Success Director Emerita, Distance Learning	March 1, 2020
ReNeé S. Dunman Assistant Vice President Emerita for Equity and Diversity	July 1, 2020
Bill Gideon Associate Director Emeritus for Military Programs, Distance Learning	February 1, 2020
John D. Lape Lecturer Emeritus of Information Technology and Decision Sciences	January 1, 2020
Elizabeth Locke Senior Lecturer Emerita of Rehabilitation Sciences	June 1, 2020
Frederick A. Lubich Professor Emeritus of World Languages and Cultures	January 1, 2020

<u>Name and Rank</u>	<u>Effective Date</u>
Terri Mathews Associate Dean Emerita, College of Sciences	July 1, 2020
Jane T. Merritt Professor Emerita of History	July 1, 2020
Linda Miller-Dunleavy Master Lecturer Emerita of Communication Disorders and Special Education	June 1, 2020
Roy C. Ogle Professor Emeritus of Medical Diagnostic and Translational Sciences	June 1, 2020
Michael P. Pearson University Professor Emeritus and Professor Emeritus of English	June 1, 2020
Scott R. Sechrist Associate Professor Emeritus of Medical Diagnostic and Translational Sciences	June 1, 2020
Simon H. Serfaty Eminent Scholar Emeritus and Professor Emeritus of International Studies	June 1, 2020
Randall R. Spurrier Master Lecturer Emeritus of Accountancy	January 1, 2020
Deborah L. Swiecinski Associate Vice President Emerita for Financial Services	August 1, 2020
Leposava Vušković Eminent Scholar Emerita and Professor Emerita of Physics	June 1, 2020
Sandra Waters Executive Director Emerita for Advising Administration and Academic Partnerships	July 1, 2020
G. William Whitehurst George M. and Linda H. Kaufman University Lecturer Emeritus of Public Affairs	June 1, 2020

TAMI CRAFT AL-HAZZA

Tami Craft Al-Hazza, associate professor of teaching and learning, received a Ph.D. from Old Dominion University. She has more than 25 years of experience teaching in PK-12 as an elementary and middle school classroom teacher, an ESL teacher, and a reading specialist in higher education.

Al-Hazza joined ODU in 2003 and has specialized in the examination of the interplay between the early literary experiences of youngsters and their acquisition of literacy skills and inclinations which leads to broad reading interests. Her research interests focus on the impact of representative works of world literature from many cultures, but she explores the particular features of Middle East literature as it occurs in this country. She is author of *Books About the Middle East: Selecting and Using Them with Children and Adolescents* and she has published in such journals as *The Reading Teacher*, *Childhood Education*, *Middle School Journal*, *Preventing School Failure*, and *Multicultural Perspectives*.

Al-Hazza has received numerous teaching awards, including the Outstanding Teaching Award from Kuwait University and Most Inspirational Faculty Member Award at Old Dominion University. She has served as the President of the Association of Literacy Educators and Researchers and has received the Provost's Award twice for her work in professional organizations. She was also a co-recipient of the Virginia Hamilton Award.

ERIC ANDERSON

Eric Anderson received a B.A in economics from The University of Wisconsin-Madison, an M.A in economics from the University of Washington and a Ph.D. in economics from the University of Washington. He joined Old Dominion as an assistant professor of economics in 1984 and achieved the rank of associate professor in 1990. Anderson was also an exchange lecturer in economics with Kingston University and a visiting associate professor of economics with John Cabot University. Recognition of his accomplishments in teaching, research and service include the Game Day Professor by the Athletics Department, the Most Inspirational Faculty Member in the Strome College of Business in 2002 and 2017, and the first annual Faculty Advisor Award in the College of Business in 2018.

Anderson's published research provided contributions to several areas of economics. His primary area of research was in natural resources economics. For example, in his theoretical work he studied the choice of policy instruments in marine fishery regulations. In his wide-ranging empirical work, he studied the hard crab harvest in Virginia, boating accidents due to alcohol use, the impact of oil spills on the environment and the appropriate way to view costs in a multi-service transit firm. Later in his career he directed his research focus on student learning in the classroom and policies such as class attendance rules and the optimal amount of ancillary material to make available to students.

Anderson's focus on student learning may have been motivated by the fact that in the last 30 of the 36 years in the Economics Department, he served as the Chief Departmental Advisor for the department and was a member of several faculty searches and peer reviews of teaching. Further, he also often represented the department on the time intensive Undergraduate Curriculum Committee. His detailed institutional knowledge of the Catalogs and undergraduate graduation and continuance policies made him a resource to many.

ROBERT ARNETT

Robert Arnett earned a Ph.D. in communications from the University of Mississippi. Before joining Old Dominion University, he was a tenured associate professor at Mississippi State University from 1997-2005. He joined the Department of Communication and Theatre Arts at ODU in 2005 as an associate professor without tenure and was tenured in 2012. Arnett was Director of the department's Film & Video Studies program from 2008-2012 and Director of the Film Studies minor from 2013-2019. His areas of specialization included film history, film genres, film auteur studies, and screenwriting.

Arnett's research primarily focused on the emergence of Neo-Noir films beginning in the 1970s, with a particular focus on the films of Michael Mann. He is the author of 13 journal articles and one book chapter. His forthcoming monograph on Neo-noir cinema is under contract at Palgrave MacMillan and should be published in 2021.

Arnett is also an accomplished screenwriter. He has written nine screenplays, which have been entered into more than three dozen competitions worldwide. He has been a quarterfinalist seven times in these competitions, a semifinalist six times, a finalist six times, as well as had one Top 20, one Top 10 and Top 3 finishes. Two of his screenplays have been optioned by Hollywood.

RICHARDEAN BENJAMIN

Richardean Benjamin received a B.S. in nursing from Armstrong Atlantic University, the master's in nursing from the Medical College of Georgia, a Master of Public Health from the University of Pittsburgh, a Ph.D. in nursing from the University of Texas at Austin, and a post-master's certificate in psychiatric nurse practitioner from the University of Virginia. She joined Old Dominion as an assistant professor of nursing in 1989 and achieved the rank of associate professor in 1995. In 2008 Benjamin was inducted as a fellow of the Academy of Nurse Educators and in 2009 as a fellow of the American Academy of Nursing.

Benjamin has taught students across all levels, baccalaureate, master's and doctoral. Her administrative experience includes chair of the School of Nursing (2002-2009), interim director of the health services research doctoral program and associate dean of the College of Health Sciences (2009-present), which included a term as interim dean of the college (2016-2018).

Benjamin's scholarship focused on health promotion and prevention of mental and behavioral illness among minority women and adolescents. She was successful in securing over \$1 million in funding for the School of Nursing for initiatives focusing on preparing culturally competent health care providers. Additionally, she has been actively involved in professional leadership serving as president of the Virginia Nurses Association, which included a gubernatorial appointment to the taskforce to establish the Governor's mental health agenda.

JEREMIAH CREEDON

Jeremiah Creedon received a B.S., M.S., and Ph.D. in electrical engineering from the University of Rhode Island and an M.S. in management from Stanford University. Prior to joining ODU, he was the Associate Administrator for Aerospace Technology at NASA, with responsibility for advocating,

planning and conducting NASA's advanced technology programs, and director of NASA Langley Research Center.

Creedon joined Old Dominion University in 2003 and served as Director of Transportation Research. He conducted research activities on National Airspace System (NAS) operations, including defining, modeling, and simulating proposed transformational improvements of the NAS that are aimed at allowing the system to accommodate the projected future increased demand with reduced delay, more efficient operations, and reduced environmental impact. He also served as the project manager for magnetic levitation (MagLev) research efforts at ODU.

Creedon's awards include the NASA Distinguished Service Medal (2001), Federal Lab Director of the Year (co-recipient, 2000), Presidential Distinguished Rank (1995, 2002), Presidential Meritorious Rank (1989, 2000), and NASA Medal for Outstanding Leadership (1990, 1998). He was awarded the rank of AIAA Fellow in 1991.

DAYLE DAINES

Dayle Daines, associate professor of biological sciences, received a B.Sc. in cellular, molecular and microbial biology from the University of Calgary, followed by M.S. and Ph.D. degrees in microbiology and immunology from the University of Rochester. Following postdoctoral work at the University of Missouri in Columbia, she worked in the nonprofit research organization Seattle Biomedical Research Institute, for the U.S. government at Lawrence Livermore National Laboratory, and as a researcher at UC Davis Medical Center before she started an academic position as an assistant professor at Mercer University School of Medicine. While at Mercer she was awarded her first major National Institutes of Health (NIH) grant. Daines joined Old Dominion University in 2012 and received tenure in 2016.

Daines' research focuses on microbial pathogenesis and characterization of the pathogenic mechanisms of bacteria that cause upper respiratory infections in humans. Based on the impact of her original research, she received additional grants and contracts from the NIH while at ODU. Upon her arrival, she anchored a growing and productive group of faculty working in microbiology and immunology. In the classroom, Daines taught courses in her areas of expertise using a problem-based learning style that required students to engage in active learning. In her laboratory, she trained a number of graduate and undergraduate students as well as post-baccalaureate and post-master's scholars.

Daines served as interim chair in the Department of Biological Sciences from 2016-2017, guiding the department through a critical restructuring effort. She then joined the College of Sciences Dean's Office as Associate Dean for Research and Faculty Affairs. In this position, she played a key role in bringing together biomedical faculty from across the university, which has resulted in the monthly, campus-wide Distinguished Biomedical Research Seminar series, an interdisciplinary research seed funding program, and a public lecture in the area of infectious diseases. She also served as an effective advocate for women faculty and as a co-PI on a recent National Science Foundation ADVANCE grant proposal. Throughout her time at ODU, Daines has helped numerous students and faculty realize their goals and advance their careers.

FRANCES DOLLOPH

Frances Dolloph received a B.S. in comprehensive business education from Plymouth State University, an M.A. in liberal studies from Dartmouth College, and an Ed.D. in technology education from West Virginia University. She joined Old Dominion University in 2007 as the Site Director for the Old Dominion University distance learning site at Germanna Community College. Dolloph served as a student support provider for students attending ODU from a distance through various technologies during her years of service. Specifically, she managed an advising caseload of approximately 300 students in five majors in the Strome College of Business.

Dolloph successfully co-mentored a new advisor and worked collaboratively with her advising team and colleagues to proactively develop and deploy information to students through creative channels. In addition, she built and maintained relationships with community college administrators, faculty and staff that strengthened ODU's partnership in that Fredericksburg, VA area.

RENEE' S. DUNMAN

ReNee' Dunman received a B.S. in mass communications from Virginia Commonwealth University, a Master of Arts in corporate communications from Norfolk State University, and a Juris Doctor from the University of Baltimore, School of Law. She joined Old Dominion University in 1995 as an EEO Analyst. In 1997 she became EEO Manager, and in 1998 she was promoted to Assistant Director and then Acting Director of ODU's Equal Opportunity/Affirmative Action department. In 1999 she became Director of EO/AA and was promoted to Assistant Vice President for Equity & Diversity in 2009.

While at ODU, Dunman established and oversaw the President's Task Force for Inclusive Excellence, resulting in the University receiving national and local awards. She created both the Pathway Retention Award for underrepresented students and the CommUNITY Forum for university-wide dialog on diversity issues. Additionally, she established various employee resource groups, including the Hispanic Latino Employee Association, the Employees with Disabilities Association, and the LGBTQIA Association. During the Obama Administration, Dunman was invited to the White House on two occasions to discuss her work in the field.

Dunman has served two terms as President of the American Association for Access, Equity and Diversity (a national professional organization), and she currently serves on the State Board of Directors for the Virginia Center for Inclusive Communities. She has been interviewed by and made appearances on CNN, the BBC, Court TV, Time Magazine, Inside Higher Ed, Diverse Issues, Atlanta Life Magazine, and others. She has served in an advisory capacity to numerous U.S. legislators and to the Norwegian government on issues of affirmative action, equal employment, and higher education.

BILL GIDEON

Bill Gideon, associate director for military programs, served more than 30 years as a career Naval Officer and retired as the Navy's Acquisition Manager for Audio-Visual and Reconnaissance Systems. He earned a B.F.A. in cinema from the University of Southern California and a B.S. in education, an M.S. in education, and a Ph.D. in workforce education and development from

Southern Illinois University. Gideon joined ODU in 1998 as a faculty administrator Instructional Designer in what was then the Center for Learning and Technology.

Gideon initially taught ODU faculty how to use the technology in high tech classrooms spread over campus and taught in multiple TELETECHNET broadcast classrooms. In 1999 he developed and managed the MBA program (Ships @ Sea), broadcast live by satellite to deployed Navy ships in the Atlantic, Pacific and Indian Oceans, and Mediterranean Sea. This unique ODU program, cited by the Chief of Naval Operations, was provided through NCPACE to every deploying aircraft carrier and flagship until 2006.

In 2001 Gideon began work on the Master of Engineering Management asynchronous courses. Working with the faculty and others, he developed the first MEM CD-ROM courses for Navy nuclear officers to earn their ODU master's degree, even while deployed in submarines and surface ships. As associate director, Gideon managed MEM course development, faculty and student support, exams, bookstore and asynchronous production facilities. This included contract administration and military-specific ODU catalog maintenance and DoD MOU administration.

JOHN LAPE

John Lape received a Master of Science from the U.S. Naval Postgraduate School. He joined Old Dominion University as a full-time lecturer of information technology and decision sciences in 2008. During his tenure at ODU, Lape designed and taught several undergraduate courses and successfully delivered learning outcomes to over 4,000 students. He was instrumental in crafting curriculum requirements. In 2018, he updated the business forecasting course using "R" software, an open source statistical package that industries are tapping.

Lape served as the Chair of the college's Assessment of Student Learning Committee, an important responsibility during the college's AACSB Continuous Improvement Review process. He coordinated inputs for assessment programs involved in AACSB and other outside evaluations and assisted in continued implementation and maintenance of the Strome College of Business assessment program.

Lape also served as the coordinator of Internship/Co-op projects for the business analytics discipline and the operation management area. He reviewed student requests for internships and oversaw internship progress. In addition, he served as the faculty advisor of the Business Analytics Club and advised students on their skill building and professional development. The club hosts faculty, alumni and other community leaders for networking, resume building and best practices sharing for professional life beyond Old Dominion University.

ELIZABETH LOCKE

Elizabeth Locke received a B.S. in physical therapy from The Medical College of Virginia/Virginia Commonwealth University and an M.S. in community health education and a Ph.D. in health services research from Old Dominion University. She has held an active license to practice physical therapy in the Commonwealth of Virginia since 1981. She joined the Old Dominion University program in Physical Therapy faculty as Academic Coordinator of Clinical Education and Lecturer in 1994, becoming the first African American physical therapist appointed to a full-time core physical therapy faculty position at ODU. She achieved the rank of Senior Lecturer in 1997 and was

promoted to Director of Clinical Education in 1999. Locke has been the academic clinical administrator of over 12,000 full-time physical therapy clinical experiences in the U.S. and Bermuda. In 2016, Locke led the procurement of the first comprehensive, cloud-based physical therapy clinical education data management system at Old Dominion University.

Recognition of her accomplishments in teaching, research and service include APTA Credentialed Trainer/Advanced Clinical Instructor, Who's Who in America (2020), The John R. Broderick Diversity Champion Award (2020), *Inside Business* Women in Business Achievement Award (2019), Federation of State Boards of Physical Therapy Excellence in Governance Award (2018), Old Dominion University College of Health Sciences Outstanding Faculty Professional Service Award (2014), Cambridge Who's Who of Executives and Professionals (2006), Who's Who in Health Sciences Education (2003), The John L. Echternach Research Award (2001), Old Dominion University Barbara Jordan Community Service Award (2001), and the APTA Minority Faculty Development Scholarship Award (2000). In 2017, Locke was appointed by former Governor Terence McAuliffe to a four-year term on the Virginia Board of Physical Therapy and is currently serving her second term as Vice President. Locke's organizational board leadership experience includes Chair Emeritus, VDH Commissioner's Advisory Council on Health Disparities and Health Equity; VersAbility Resources and Chair, Virginia Rural Health Association. She was an ODU Faculty Senator (2016-2020) and chaired Senate Committee A. Locke's research focus is diversity climate, health disparities, and pediatric physical therapy. Locke has five invited contributions to professional journals, three peer-reviewed publications, three published abstracts, four invited platform presentations, and nine poster presentations.

FREDERICK LUBICH

Frederick Lubich, professor of world languages and cultures, was born and raised in West-Germany, studied in Germany, Great Britain and the United States and received his Ph.D. in German literature. In the United States, he taught at seven colleges and universities including Brown University, Columbia University and Rutgers University before joining Old Dominion University in 1997 to become chair of the Department of Foreign Languages and Literatures, which he headed from 1997-2008. During that time, he organized 15 cultural matinees as well as seven international symposia, which altogether brought several hundred scholars from different languages and national cultures to ODU.

Lubich is the author of circa 400 publications including seven scholarly books and editions, academic and journalistic essays on topics such as 19th and 20th century literature, sexual politics, music, the visual arts and German-Jewish relations. His publications also include many pieces of poetry in newspapers, poetry magazines and literary anthologies locally as well as in half a dozen other countries. He also translated film and musical scripts, appeared numerous times on radio and television in the U.S. and abroad and has given circa 350 presentations and invited lectures in over 30 countries in Europe, Africa, Asia, and Latin America.

Lubich will continue to serve as the managing editor of the bilingual online journal *Glossen* as well as a member of the board of the international PEN-Center of German Speaking Writers Abroad.

TERRI M. MATHEWS

Terri Mathews received a B.S. in geology from The College of William and Mary, an M.S. in geophysical sciences from Old Dominion University, and a Ph.D. in education with concentration in higher education administration from Old Dominion University. Prior to ODU, she taught at several institutions including University of Maryland, Asian Division, Hawaii Pacific University and Valencia Community College.

Mathews joined Old Dominion as an instructor in 1995, became the Chief Departmental Advisor for the Ocean, Earth and Atmospheric Sciences Department in 1998, and was appointed Assistant Dean for the College of Sciences from 2000-2010. In 2011 she was promoted to Associate Dean. Her accomplishments in student advising, recruitment and retention include developing and supervising the LADDERS program for undergraduates on academic probation, creating and supervising the College of Sciences Math & Science Resource Center as well as the College tutoring program, and initiating the First-Year Experience study abroad program. In addition, Mathews supervised the College of Sciences Advising Office and the College of Sciences Testing Center. Her efforts resulted in the creation of the Math 103 course and the ODU Supplemental Instruction program, which have had a significant impact on both retention and student success.

Mathews has also been very active in outreach, organizing the College's contribution to Freshman Preview, Scholar's Day, First Fridays and Lunch & Learn. She also chaired the committee that planned the 50th Anniversary Celebration of the Apollo Moon Landing that was held at Old Dominion University in July 2019. She coordinated all undergraduate issues in the College, handled all student requests, complaints and grade appeals, and chaired the Pre-Health Advisory Committee. She is known for her creative solutions to challenging situations and her ability to think outside the box. Mathews has helped countless students resolve problems and go on to successful graduation. In 2010, she was awarded the Association of University Administrators Administrator of the Year Award.

JANE MERRITT

Jane Merritt received a B.A. from Vassar College, an M.A. in history from the University of Washington, Seattle, and a Ph.D. in history from the University of Washington. She joined Old Dominion University as an assistant professor of history in 1995, was promoted to associate professor in 2001, and to professor in 2018.

Merritt was the Graduate Program Director for the Department of History from 2001 to 2009 and contributed in numerous ways to the administration of the Department over many years. She served on countless M.A. thesis committees and was the primary advisor for numerous theses. Merritt taught highly enrolled and successful courses and graduate seminars on the American Colonial period, the Revolution, and Native American history.

Merritt's active research program took her from Native American studies in the eighteenth century in her first book (*At the Crossroads: Indians and Empires on a mid-Atlantic Frontier, 1700-1763* [UNC Press, 2003]), to economic history and the American Revolution in her second book (*The Trouble with Tea: The Politics of Consumption and the Eighteenth-Century Global Economy* [Johns Hopkins UP, 2017]). She received prestigious, year-long, external funding in the form of an Andrew W. Mellon Fellowship at the Omohundro Institute of Early American History and Culture, and an

Early American Economy and Society Fellowship from the Library Company of Philadelphia and the Historical Society of Pennsylvania. She was and remains a regular contributor to scholarly publications in American history in her articles, reviews, and manuscript reviews. She is currently exploring new areas such as family history, historical memory, and indigenous peoples in the American Northwest.

LINDA MILLER-DUNLEAVY

Linda Miller-Dunleavy received a B.S. and M.S. in special education from Old Dominion University. For almost 20 years she worked as a special education teacher in the Virginia Beach City school division. She returned to ODU as an adjunct faculty in 1992 and transitioned to a role as a full-time lecturer in communication disorders and special education in 1998. Miller-Dunleavy was promoted to senior lecturer and later to master lecturer during her successful university teaching career.

Miller-Dunleavy has served on countless university committees and has advised the Student Council for Exceptional Children for many years. She served on the President's Task Force, the College of Education and Professional Studies Diversity Council, the Academic Integrity Council, and the Executive Committee of the Faculty Senate. She also served as the faculty representative on the Student Enhancement and Engagement Committee of the Board of Visitors for many years.

In addition to her ODU duties, Miller-Dunleavy has maintained multiple external contributions in the disability community: consultant for families with children with special needs; board member of Chesapeake Bay Academy, Programs for Kids, and Hearts and Home; and owner of AMP4kids, a therapeutic recreation program for individuals with special needs. She is a member of Phi Kappa Phi Honor Society and has received awards as Most Inspiring Faculty and as a Diversity Champion.

ROY C. OGLE

Roy Ogle received a B.A. in biology and a Ph.D. in anatomy and cell biology from the University of Virginia. He joined Old Dominion University in 2012 as professor and chair of the School of Medical Diagnostic and Translational Sciences. Prior to ODU, Ogle was assistant professor at the Medical University of South Carolina, professor at the University of Virginia, where he served as Director of Craniofacial Research and Chief of the Division of Regenerative Medicine at the University of Virginia Medical School, and chief scientific officer to LifeNet Health in Virginia Beach.

Ogle's career includes a long history of accomplishments in stem cell research, regenerative medicine, and clinical applications of tissue engineering. He has published over 81 papers and holds 12 patents or current patent applications. He was principal or co-investigator on 44 grants, including four NIH research grants and several DOD grants. Ogle has served on numerous scientific study sections including those for the NIH and NASA and has given more than 100 oral presentations, including plenary presentations at the Societies for Experimental Biology and the Gordon Conference on Collagen. He has mentored nine Ph.D. and M.D./Ph.D. students and served on numerous Ph.D. and M.S. committees. A textbook co-authored by Ogle (*Craniofacial Surgery*) is considered the standard for this discipline and is rated among the top 44 plastic surgery texts in the world.

Ogle has testified before both the Virginia legislature and the U.S. Senate, and been interviewed by multiple national media outlets, including TV, radio, newspaper, magazines, and blogs concerning stem cell research. He served as a member of a number of Commonwealth of Virginia initiatives concerning stem cells and biotechnology. Ogle has served on the Board of Directors for the Commonwealth of Virginia Cord Blood Bank and the Virginia Biotechnology Association and is a member of the Virginia Cord Blood Stem Cell Initiative Consortium. He was in the inaugural class of Entsminger Fellows, an ODU faculty program charged with spreading entrepreneurialism. Since that time, he acquired both state and federal funding for a company he co-founded, Embody.

MICHAEL PEARSON

Michael Pearson, professor of English, began teaching creative writing and American literature at Old Dominion University in 1988. During his thirty-two years at ODU, he acted as Director of the MFA Program in Creative Writing for a decade, founding the Writers in Community and the Writer in Residency programs. He has been a leader in experiential learning -- teaching three times on Semester at Sea for the University of Pittsburgh and the University of Virginia and teaching nine Study Abroad courses for ODU. He developed an Irish literature course and taught four spring/summer terms in that country.

Among the many awards Pearson has received at ODU are the Burgess Award for creativity and the Stern Award for excellence in teaching. He has been a finalist for the SCHEV Outstanding Faculty Award a number of times, and he was given the designation of University Professor in recognition of his exceptional teaching during his career.

Pearson has published essays and stories in *The Boston Globe*, *The Baltimore Sun*, *The Atlanta Journal and Constitution*, *The New York Times*, *The Washington Post*, *The Southern Literary Journal*, *Shenandoah Review*, *Chautauqua*, *The Morning News*, *Creative Nonfiction*, *The New York Journal of Books*, and many others. He is the author of seven books -- among them ***Imagined Places: Journeys into Literary America*** (1991 -- listed as a notable book by *The New York Times Book Review*), ***Dreaming of Columbus: A Boyhood in the Bronx*** (1999), ***Innocents Abroad Too*** (2008 -- a narrative about two journeys around the world by ship), and, most recently, ***Reading Life -- On Books, Memory, and Travel*** (2015). Pearson has also written ***Shohola Falls*** (2003 -- a coming-of-age novel that imagines the hidden life of Mark Twain and the journal of Thomas Blankenship, the real-life Huck Finn). Willie Morris, the former editor of *Harper's*, said, "Michael Pearson is one of our nation's finest memoirists."

SCOTT R. SECHRIST

Scott R. Sechrist received a bachelor's degree in physical science from Old Dominion University, a certificate in nuclear medicine technology from the University of North Carolina at Chapel Hill, a master's degree in community health at Old Dominion, and a doctorate in education from the College of William and Mary. He began his academic career as the program director of the nuclear medicine technology program at Lexington Community College in Lexington, Kentucky.

Sechrist joined the faculty at Old Dominion University, within the then recently formed College of Health Sciences, in 1987 as the founding program director and instructor of nuclear medicine technology. He achieved the rank of associate professor in 1992. He was named a University

Professor in 2006. Sechrist has been a community faculty member in the surgical assistant program at the Eastern Virginia Medical school since 2006. He served as associate chair of the School for Medical Diagnostic and Translational Sciences from 2012-2016.

Sechrist has served on the Boards of the American Cancer Society - Norfolk, the ODU Credit Union and the ODU Alumni Association. He also served on the Advisory Boards for the EVMS Surgical Assisting Program and the School of Radiation Therapy at Norfolk General Hospital.

In the course of his career, Sechrist has led the nuclear medicine technology program through six accreditation or reaccreditation self-studies. Under his direction, the program has grown from two students and four clinical affiliates, to 13 clinical sites across Hampton Roads. He is most proud of being a mentor and teacher to the 300 students who have graduated with a bachelor's degree in nuclear medicine technology since 1989.

SIMON SERFATY

Simon Serfaty received a Ph.D. in political science from the Johns Hopkins University. He was an assistant professor at the University of California in Los Angeles (UCLA) and a research professor at the Johns Hopkins School of Advanced International Studies in Washington, DC, before joining Old Dominion as professor of international studies in 1993. Serfaty was designated an eminent scholar in 2003.

Since joining ODU in 1993, Serfaty has written or edited 12 books and monographs, with forewords by the like of Secretary of State Alexander Haig, National Security Advisor Brent Scowcroft, World Bank President Robert Zoelick, and others, and two new books are forthcoming. He has also authored 42 book chapters and more than 80 articles in significant volumes and leading professional journals, as well as written or contributed to a large number of policy reports and consensus briefs on issues of national security. Since 2003, Serfaty has been a featured keynoter, speaker, or panelist in at least 244 events in the United States and Europe.

Serfaty's accomplishments have gained increasing world-wide recognition. He was named Knight of the Legion of Honor in France and named in The World Council's Foreign Policy 500 in 2004. He held the prestigious Zbigniew Brzezinski Chair in Global Security and Geostrategy at CSIS, a leading Washington think tank since 2004 (emeritus since 2011) and was the first recipient of the Award for Lifetime Intellectual Contribution to Atlantic Relations from the Europe-US Business Council in Washington in 2006. He has been an associate or member of leading think tanks and professional journals and an expert witness for the U.S. Congress and other national legislatures.

Most significantly, Serfaty has contributed teaching, scholarship, and leadership to the development of the ODU Graduate Program in International Studies, whose faculty has graduated about 110 Ph.D. students since it was launched 17 years ago.

RANDALL SPURRIER

Randall Spurrier received a B.B.A. in accounting and an M.B.A. with an emphasis in accounting from the University of Hawaii, Honolulu. Prior to coming to Old Dominion University, he served in the United States Air Force and worked for several years in public accounting. Spurrier joined ODU in 1999 as an instructor, and during his career, progressively moved from lecturer and senior lecturer

to master lecturer of accountancy in 2017. In 2015 he was awarded the designation of University Distinguished Teacher. While at ODU, Spurrier was active in the development of the local ODU chapter of Beta Alpha Psi, the International Accounting Honor Society. His leadership resulted in the chapter being recognized twice as one of the top ten chapters internationally.

Spurrier was consistently recognized for his teaching and classroom efforts and received the following awards: Most Inspiring Faculty Award presented by the Outstanding College Scholar in the Strome College of Business and Public Administration (2019 and 2011), Outstanding Faculty Service Award (2017, 2012), Outstanding Faculty Advising Award (2015), the Shining Star Award presented by Student Engagement and Enrollment Services (2014-2017), and the Faculty Instructor of the Year in the College (2007-08). He also was named a Super CPA in the Educator category by Virginia Business.

Spurrier is a Board member for the Virginia Society of Certified Public Accountants and served as chair of the Educational Foundation of the Board in 2018-19 and as a member of the Scholarship Committee. He also serves on the Board of the Virginia Society of Certified Public Accountants-Tidewater Chapter.

DEBORAH L. SWIECINSKI

Deborah L. Swiecinski began her career at Old Dominion University in 1979. She has served in various positions at the University including Coordinator for Off-Campus Credit Programs, Director of Orientation, Associate Bursar, University Financial Planning Analyst, Assistant to the Vice President for Administration and Finance, University Budget Officer, and Assistant Vice President for Financial Planning, Budget and Finance Operations. In 2014 she was promoted to her current role as Associate Vice President for Financial Services and assumed responsibility and oversight for all fiscal operations in Budget, Finance and Procurement Services. She received a Bachelor of Science degree in education from the University of Pittsburgh and a Master of Education degree from Slippery Rock State College.

Swiecinski is a member of the National Association of College and University Business Officers, the Honor Society of Phi Kappa Phi and Omicron Delta Kappa, Honorary Leadership Society. She has also been a member of the ODU Association of University Administrators and the ODU Women's Caucus for many years and worked with the committee that started the first Child Care Center at ODU in the early 90s.

Swiecinski has served on numerous university committees throughout her career. Currently, she is on the Enrollment Management Committee, the Student Success Committee, the Tuition Task Force, and the Athletic Title IX Committee. During the University's last accreditation, she served as co-chair of the committee responsible for preparing the finance reports for the Southern Association of Colleges and Schools Commission on Colleges. She was actively involved in the Football Planning Committee, which recommended that football be added as an intercollegiate sport at ODU. In 2012 as co-chair for the Business Process Modeling (BPM) initiative, Old Dominion University received the SunGard Award for Institutional Performance and a \$10,000 scholarship for accomplishments in applying technology to enhance and improve services to further student success.

Under her leadership, Old Dominion University has received a clean opinion and audit from the Auditor of Public Accounts, maintained a favorable A+ issuer credit rating, and achieved all the financial and administrative performance measures as specified in the Code of Virginia.

LEPOSAVA VUŠKOVIĆ

Leposava Vušković, professor of physics and eminent scholar, received a Ph.D. in physics from the University of Belgrade. She served as Head of the Atomic Physics Laboratory at the University of Belgrade from 1975-1978; as a NRC/NASA Senior Resident Research Associate, Jet Propulsion Laboratory in Pasadena, California from 1978-1980; as Director of the Atomic, Laser and High Energy Physics Division, Institute of Physics, University of Belgrade from 1981-1985; and associate research professor in the Department of Physics at New York University from 1985-1993. Vušković joined the faculty of the ODU Department of Physics in 1993. She Vušković was elected a Fellow of the American Physical Society in 2002.

At the beginning of her career Vušković focused on fundamental atomic physics processes involving scattering of electrons from atoms, including measurements of absolute differential cross sections. At Old Dominion University, she continued to develop new techniques to investigate problems of fundamental interest in atomic physics, but also branched out into gas discharge and plasma physics. Most recently, she conducted experiments with partially ionized plasmas that were directly applicable to accelerator physics.

Vušković's research efforts have included international collaborations with leading researchers all over the world, including at nearby Jefferson Lab and NASA Langley Research Center. She has supervised over 30 M.S. and Ph.D. students. She has published over 100 peer-reviewed scientific articles or book chapters, more than 25 technical reports and has been a PI or co-PI on nearly \$4 million in external research funding. Vušković has taught across the spectrum of physics classes, served as Graduate Program Director for 12 years and also initiated the ODU Women in Physics Group in 1994, which she has helped lead to this day.

SANDRA M. WATERS

Sandra M. Waters received a Bachelor of Science degree in communication from the University of Wisconsin-Superior, and a Master of Science in journalism from the University of Illinois—Champaign-Urbana. She joined Old Dominion University in 1983 as a writer with the Office of Public Information. Since then, she has served in a variety of positions at ODU including Facilities Coordinator, Assistant Registrar, Academic Advisor/Assistant Administrator for the Department of Electrical and Computer Engineering, Director of Advising for the College of Business and Public Administration, Coordinator of Undergraduate Continuance (probation/suspension), Director of Continuance and Undergraduate Services, Assistant Dean-- Advising and Transfer Programs in Academic Enhancement, and Executive Director of Advising and Transfer Programs. She has served as the Executive Director of the Center for Advising Administration and Academic Partnerships and the ODU Student Success Center since 2015.

Waters was a member of Virginia's (SCHEV) State Committee on Transfer from 2001-2016, serving as co-chair from 2007-2010 and from 2013-2016 and served on the SCHEV Dual Enrollment and Passport Advisory Committee (2018-2020). She was a member of the ODU Child Study Center

Advisory Board (2004-2009) and the ODU Training Specialist (major) Advisory Board (2017-2020). Waters has been a member of the Association of University Administrators (AUA) since 1996, serving as the president in 2002-2003. She served on the ODU Credit Union Board of Directors (1988-1996), serving as secretary in 1990-1996. She has been an active member of NACADA-the Global Community for Academic Advising since 1993, serving a three-year term on the board of directors from 2013-2016 and as a member of several advisory boards within this 14,000-member international organization.

Waters is the recipient of Old Dominion University and NACADA regional and national awards. These include ODU's Outstanding University Administrator award (2004), the Excellence in Advising Administration award winner by NACADA Region 2 (2012), and the NACADA national Advising Administrator award winner (2012), in addition to the Service to NACADA Region 2 award (2016). Under her leadership, ODU received the NACADA national Certificate of Merit for Outstanding Advising Publications (2002) and a Certificate of Merit for Outstanding Advising Program (2019).

GEORGE WILLIAM WHITEHURST

George William Whitehurst ("Dr. Bill") received a B.A. in history from Washington and Lee University, an M.A. in history from the University of Virginia, and a Ph.D. in American diplomatic history from West Virginia University. He served in the U.S. Navy in the Far East in World War II from 1943-46.

Whitehurst began teaching at Old Dominion University in 1960 in the Department of History and served as Dean of Students from 1963-1968. He left ODU in 1968 and served in Congress for 19 years as the representative from Virginia's 2nd congressional district. While in Congress, he was active on the Armed Services Committee, the Select Committee on Intelligence, and the Ethics Committee.

Whitehurst returned to ODU in 1987 as the George M. and Linda H. Kaufman University Lecturer in Public Affairs and taught courses on Middle Eastern history, Middle Eastern politics, American Foreign Policy and American politics. Countless students recall his engaging stories and good humor in the classroom.

APPROVAL OF PROPOSED REVISIONS TO THE POLICY ON REAPPOINTMENT/ANNUAL REVIEW OR NONREAPPOINTMENT OF FACULTY

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the policy on Reappointment/Annual Review or Nonreappointment of Faculty effective July 1, 2020.

Rationale: The proposed changes to the policy on Reappointment/Annual Review or Nonreappointment of Faculty are intended to clarify the policy and make it consistent with other policies. Language has been added to explain the process for annual reviews and the reappointment process when the faculty member being evaluated is the department chair. In addition, a section has been added to state how the annual review for faculty of practice will be conducted.

NUMBER: 1402

TITLE: Reappointment/Annual Review or Nonreappointment of Faculty

APPROVED: June 12, 1980; Revised June 20, 1985; Revised June 16, 2011; Revised April 26, 2013 (eff. 6/1/13); Revised June 14, 2018 (eff. 7/1/18); Revised June 13, 2019 (eff. 7/1/19)

I. Board of Visitors Policy

A. Nature of Appointment

1. Unless tenure has been awarded by the university, all appointments of full-time faculty are on an annual, temporary, or probationary basis, renewable one year at a time at the discretion of the university.
2. In some cases, appointments for a period of less than one academic year may be made, for example, initial appointments at mid-year or emergency one-semester appointments.

II. Guidelines

- A. Consideration of reappointment or nonreappointment will be according to a timetable distributed by the Office of the Provost and Vice President for Academic Affairs. Consideration takes place early in the second semester for faculty members in their first year of service and early in the first semester for faculty members in the second or subsequent year of service.
- B. For instructors, assistant professors, lecturers, clinical assistant professors, research assistant professors, and untenured associate professors and professors, the initial consideration will be by the departmental tenure and promotion committee unless they are in the first year and have been appointed mid-year. For senior lecturers, master lecturers, research associate professors, research professors, clinical associate professors, and clinical professors, initial consideration will be by the department chair, except for

those years when the faculty member is undergoing their sixth year review (see III.B. below).

- C. In the case of financial constraints or demonstrable overstaffing of departments, the dean or the provost and vice president for academic affairs may require that the number of probationary tenurable and nontenable faculty members in the department be reduced.
- D. Faculty members who were appointed as instructors with the expectation that the terminal degrees would be completed may not be reappointed before the award of the degree unless prior approval has been obtained from the provost and vice president for academic affairs. (See the Board of Visitors Policy on Academic Rank and Criteria for Ranks.)
- E. If the critical requirements of the position of a probationary tenurable faculty member are changed so as to affect the primary duties expected of the faculty member, and hence his or her consideration for tenure, the faculty member shall be fully and promptly informed of the changes in writing at least one semester before the changes are implemented.

III. Procedures

A. Reappointment or Nonreappointment of Probationary Tenure-Track Faculty

- 1. The departmental promotion and tenure committee and all subsequent persons considering the case will take into consideration the formal evaluations of the faculty member's performance by the chair (unless the faculty member evaluated is the chair) and the dean, faculty information sheets, and any other relevant data, as well as the needs of the department.
- 2. These procedures will be suitably adapted for faculty members who hold interdisciplinary, interdepartmental or joint appointments or who hold appointments in a department with two or fewer tenured faculty members. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans concerned and the provost and vice president for academic affairs.
- 3. Each department conducts an annual review of the probationary tenure-track faculty in that department (including the chair if untenured). This review is based on the performance of the individual faculty member and the needs of the department and is initially conducted by a committee consisting of tenured members of the department.
- 4. The departmental promotion and tenure committee recommends to the chair (or the dean in case the faculty member being evaluated is the chair) one of the following actions:
 - a. That the faculty member be considered for tenure through normal channels, if a sufficient probationary period has elapsed. (In this case, the faculty member is considered for tenure through the normal tenure procedures, and the remainder of this section does not apply.)

- b. That the faculty member be offered an additional annual contract without tenure.
 - c. That the faculty member not be reappointed, that is, not be offered an additional contract if in the first or second year of service or offered a terminal contract for the succeeding year if in the third or subsequent year of service.
 - d. A copy of the committee's recommendation shall be supplied to the faculty member.
5. Considering the written recommendation of this committee, the performance of the faculty member and the needs of the department, the chair ([unless she or he is the faculty member being evaluated](#)) makes a recommendation to the dean concerning reappointment or nonreappointment of each individual probationary tenure-track faculty member and provides the faculty member with a copy of the recommendation.
 6. Considering the recommendation of the departmental promotion and tenure committee and of the chair ([unless she or he is the faculty member being evaluated](#)) as well as the needs of the college, the dean makes a decision concerning reappointment or nonreappointment of each individual probationary tenure-track faculty member, notifies that faculty member in writing of this decision, and provides the faculty member and the provost and vice president for academic affairs with a copy of the decision letter.
 - a. If the dean decides not to reappoint a faculty member, the faculty member may request a review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final.
 - b. Notice of the dean's decision concerning reappointment or nonreappointment of probationary tenure-track faculty members shall be according to the following schedule:
 1. Not later than March 1 of the first academic year of service.
 2. Not later than December 15 of the second academic year of service.
 3. Terminating appointment of one year, with notice by December 15, after two or more academic years of service.

B. Reappointment or Nonreappointment of Nontenure-track Faculty

1. Each department conducts an annual review of all nontenure-track faculty members in that department. This review is based on the performance of the individual faculty member and the needs of the department.
 - a. For lecturers and clinical assistant professors, this review is conducted by a committee consisting of tenured members of the department and master lecturers and clinical professors followed by the department chair and dean.

- b. For senior lecturers and master lecturers, the annual review is conducted by the chair followed by the dean. In lieu of this annual review, and if not applying for promotion, every six years senior lecturers and master lecturers will instead undergo an in-depth evaluation that is initially conducted by a committee consisting of tenured members of the department followed by the chair and dean.
 - c. For clinical associate professors and clinical professors, the annual review is conducted by the chair followed by the dean. In lieu of this annual review, and if not applying for promotion, every six years clinical associate professors and clinical professors will instead undergo an in-depth evaluation that is initially conducted by a committee consisting of tenured members of the department followed by the chair and dean.
 - d. For faculty of practice (any rank) the annual review is conducted by a committee consisting of tenured members of the department followed by the department chair and dean.
2. For lecturers, faculty of practice, and clinical assistant professors and for all nontenure-track faculty undergoing an in-depth sixth-year evaluation, the departmental committee recommends to the chair one of the following actions:
 - ~~e.c.~~ a. That the faculty member be offered an additional annual contract.
 - ~~d.f.~~ b. That the faculty member not be reappointed, that is, not be offered an additional annual contract.
 3. A copy of the committee's recommendation shall be supplied to the faculty member.
 4. Considering the written recommendation of this committee (in case section 2.b. above applies), the performance of the faculty member, and the needs of the department, the chair makes a recommendation to the dean concerning reappointment or nonreappointment of each individual nontenure-track faculty member and provides the faculty member with a copy of the recommendation.
 5. Considering the recommendations of the departmental committee (in case section 2.b. above applies) and of the chair, as well as the needs of the college, the dean makes a decision concerning reappointment or nonreappointment of each individual nontenure-track faculty member and notifies each faculty member of this decision. If the decision is not to reappoint the faculty members, the dean provides the faculty member and the provost and vice president for academic affairs with a copy of the decision letter.
 - a. If the dean decides not to reappoint a faculty member, the faculty member may request a review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final.

- b. Notice of the dean's decision concerning reappointment or nonreappointment of nontenure-track faculty members shall be according to the following schedule:
 1. Not later than March 1 of the first academic year of service.
 2. Not later than December 15 of the second or subsequent academic year of service.

APPROVAL OF PROPOSED REVISIONS TO THE POLICY ON TENURE

RESOLVED, that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the policy on Tenure effective July 1, 2020.

Rationale: The proposed changes to the policy on Tenure are intended to clarify and update several sections in the policy.

Section III.C., footnote #1 (at end of policy) – Second Extension of Tenure Clock. The proposed changes would allow for an extension of the tenure clock in the case of national or state emergencies independent of any other extension granted to the faculty member. In addition, all tenure-track faculty members would be offered the option to have their tenure clock extended by one year to help alleviate the impact of the COVID-19 crisis.

Section III.E.3. and 4. – Early Consideration for Tenure. The current policy is silent on whether faculty who apply early for tenure can withdraw from the process. The proposed revisions make it clear that a faculty member who applies for tenure before the end of the standard probationary period cannot withdraw from the tenure process after the Provost has approved the final list of external reviewers. The proposed revisions also clarify that the total body of work for faculty who apply early for tenure must be equivalent to that expected after a normal probationary period. In addition, faculty who are considering applying for early consideration for tenure would be encouraged to solicit feedback, particularly when pre-tenure review has not occurred.

Section V.C.2. and V.D.3. – Guidelines on Co-Authorship and Conflicts of Interest. The proposed revisions clarify the guidelines for co-authorship, including how co-authorship should influence evaluation of faculty publications, as well as when co-authorship might constitute a conflict of interest. Documentation of personal and professional relationships with all potential external reviewers, including potential conflicts of interest, would become part of the tenure or promotion file. The final list of external reviewers, along with the documentation of personal and professional relationships and potential conflicts of interest, would be included in the application package for all internal reviewers. In general, co-authors would be excluded as external reviewers.

Section V.D.4. – Selection of Chair for Department Promotion and Tenure Committee and Chair's Responsibility. The proposed revisions would add language stating that departmental promotion and tenure committees elect their own chair among their members. In addition, language would be added stating that the chair of the department promotion and tenure committee should direct the committee members to consider and apply the relevant sections in the Teaching and Research Faculty Handbook and the departmental statement on research evaluation in their comments and votes.

Section V.E. – Confirming Attendance and Voting at Promotion and Tenure Committee Meetings. The proposed revision would add language stating that the chair of the committee must record the names of all persons participating in the discussion and vote and the tally of votes for and against at promotion and tenure committee meetings.

Section VI.C. – Pre-Tenure Review. The pre-tenure review process takes place in the third year of service. The proposed revisions make it clear that pre-tenure will not be conducted for faculty

members who apply for tenure before their third year of service. Given that faculty can apply for tenure at any point during their probationary period, the University no longer grants “credit” toward tenure. Thus, language regarding credit toward tenure would be removed from the policy.

NUMBER: 1411

TITLE: Tenure

APPROVED: June 12, 1980; Revised February 24, 1984; Revised November 19, 1987; Revised December 13, 1988; Revised September 27, 1990; Revised April 9, 1998; Revised December 10, 1998; Revised April 12, 2002; Revised April 11, 2003; Revised June 14, 2005; Revised September 9, 2005; Revised September 22, 2006; Revised June 15, 2007; Revised December 7, 2007; Revised September 17, 2009; Revised April 8, 2010; Revised April 4, 2012 (eff. 5/1/12); Revised June 14, 2012; Revised September 26, 2013; Revised April 24, 2014 (eff. 7/1/14); Revised September 18, 2014; Revised April 23, 2015 (eff. 6/1/15); Revised June 9, 2016 (eff. 7/1/16); Revised June 14, 2018 (eff. 7/1/18); Revised June 13, 2019 (eff. 7/1/19)

I. Purpose of Tenure

The main purposes of tenure are to protect academic freedom and to enable the University to attract and retain a permanent faculty of distinction in order to accomplish its mission. For these reasons, tenure is usually awarded only after a suitable probationary period, and the decision to award tenure is based both on the merit of the individual faculty member and on the long-term needs and mission of the department, the college, and the University.

II. Eligibility for Tenure

- A. Only faculty members who hold the ranks of assistant professor, associate professor, or full professor are eligible to be considered for tenure. Assistant professors will be awarded tenure only if they are simultaneously being promoted to the rank of associate professor.
- B. Faculty members may be considered for tenure only once.
- C. Under certain circumstances administrative faculty holding rank in a department at the assistant professor (if promotion to the rank of associate professor is being simultaneously considered), associate professor, or full professor level may be considered for tenure, as specified by the Board of Visitors policy concerning administrative faculty.
- D. Since tenure is granted as a faculty member in an academic department or program, the award of tenure does not imply continuance in any full-time or part-time administrative position, nor does it imply continuance of any specific work assignment within or outside the department in which tenure is granted.

III. Probationary Period

- A. The probationary period begins with the initial full-time, tenure-track appointment at Old Dominion University at the rank of instructor, assistant professor, associate professor, or full professor; only time spent in a tenure-track position at one of these ranks is counted as part of the probationary period.

Subject to agreement by the University and the faculty member, any academic year in which a faculty member was on a full-time tenure-track appointment in one of these ranks for at least one semester, may be counted as one year of the probationary period.

- B. The following do not count as part of the probationary period:

1. Time in the rank of assistant instructor, lecturer, master or senior lecturer, faculty of practice, clinical faculty, artist-in-residence, performer-in-residence, writer-in-residence, research professor, research associate professor, research assistant professor, research associate, or any part-time position.
 2. Time in appointment as an administrator, that is, in a position designated as a teaching/research administrative position or as a classified position in the state personnel system. (Time spent in a teaching and research faculty position as defined in the state personnel system will count as part of the probationary period, even if administrative responsibilities are assigned as part of that position; normally, departmental administrative positions such as chair or assistant chair will thus count as part of the probationary period.)
 3. Time in a position that involves no teaching of credit courses, for example as a teacher of children or a therapist in the Children's Learning and Research Center or as a teacher of exclusively noncredit course work.
 4. Time spent on leave of absence.
 5. Time spent on faculty exchanges (including nationally competitive fellowships) if the faculty member so chooses.
- C. A period of time, not to exceed one year, may be excluded from the probationary period, upon the approval of the provost and vice president for academic affairs subject to the following conditions.
1. That the faculty member submits a request in writing to the department chair. The department chair and the dean shall forward the request with a recommendation to the provost and vice president for academic affairs.
 2. The request must be the result of the occurrence of a serious event. A "serious event" is defined as a life-altering situation which requires the faculty member to devote a significant fraction ~~more than eight hours~~ of each day to alleviate the impact of the event for a period greater than six weeks and less than one year. These events may include the birth of a child, adoption of a child under the age of six years, serious

personal illness or care of an immediate family member, such as a -including- parent, stepparent, child, ~~or~~ spouse, or domestic partner.

3. The faculty member shall provide documentation to justify the time requested and the seriousness of the event.
 4. The request shall be made no later than one year from the first day of the serious event.
 5. The faculty member must have been adequately performing the duties assigned prior to the first day of the serious event.
 6. Faculty who are awarded this exclusion shall have no requirements or expectations beyond those of any probationary faculty member.
 7. Work accomplished during the excluded period may be cited in the tenure case.
 8. Requests for exclusion may be made at any time during each academic year. No request shall be made after the application for tenure has been submitted.
 9. Decisions will be made within 60 days of the receipt of the faculty member's request by the department chair.
 10. The decision of the provost and vice president for academic affairs is final.
- D. The maximum total period for full-time probationary appointments (excluding periods not counted, see section III.B.) is six years, unless an approved extension is granted (see section III.C.). If the tenure decision is negative, a one-year terminal appointment is offered.
- E. The length of the probationary period may be reduced in any of the following instances:
1. A faculty member initially appointed to the rank of full professor may be considered for tenure in the second year of service and would be notified of a tenure decision according to the schedule in the Teaching and Research Faculty Handbook; if tenure is awarded, a tenure contract will be offered for a third year of service. In addition, the probationary period for a full professor may be eliminated, and an initial tenure appointment may be recommended to the Board if such an appointment has been requested by the chair, voted on by the departmental tenure committee, the college promotion and tenure committee, the University Promotion and Tenure Committee and approved in writing by the dean, the provost and vice president for academic affairs, and the president. It is the sense of the Board of Visitors that the procedure of eliminating the probationary period for tenure should be rarely used. (Please refer to the policy on Initial Appointment of Teaching and Research Faculty for additional information on an initial appointment with tenure.)
 2. A faculty member initially appointed to the rank of associate professor may be considered for tenure in the fourth year of service and would be notified of a tenure decision according to the schedule in the Teaching and Research Faculty Handbook.

If tenure is approved, a tenure contract will be offered for the fifth year. In addition, the probationary period for an associate professor may be eliminated, and an initial tenure appointment may be recommended to the board if such an appointment has been requested by the chair, voted on by the departmental tenure committee, the college promotion and tenure committee, the University Promotion and Tenure Committee and approved in writing by the dean, the provost and vice president for academic affairs, and the president. It is the sense of the Board of Visitors that the procedure of eliminating the probationary period for tenure should be rarely used.

3. A faculty member may apply for early consideration for tenure, if the faculty member believes that he or she has met or exceeded the expectations of quantity and quality of achievements for teaching, scholarship, research, and service needed to qualify for tenure before the end of the normal probationary time period. The criteria for the award of tenure for such faculty will be the same as those who apply after the normal probationary time period, i.e., the total body of work must be equivalent to that expected after a normal probationary period. A faculty member who applies for early consideration for tenure and is denied tenure will be offered a terminal contract for the ensuing year. It is the sense of the Board of Visitors that only demonstrably exceptional faculty or faculty with equivalent experience at a commensurate rank at another accredited institution of higher education or national institutions will be awarded tenure under this clause. Any faculty member considering an application for early consideration for tenure should first elicit feedback on this plan from the department chair, the dean, the provost and vice president for academic affairs, and the chair of the departmental Tenure Committee, in particular, in a case where no pre-tenure review has occurred yet.

3.4. A faculty member who applies for tenure before the end of the standard probationary period cannot withdraw from the tenure process after the provost and vice president for academic affairs has approved the final list of external reviewers (Section V.C.2.).

IV. Criteria for the Award of Tenure

A. The following criteria are used in the evaluation of every candidate for tenure. Each faculty committee and administrator considering a tenure case must specifically address each of these criteria as they apply to that case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. Committee votes must be recorded in the recommendations. In cases in which a vote is not unanimous, reasons for negative votes must be included.

B. Criteria to be used are as follows:

1. Since tenure may be awarded only to faculty members who hold the rank of associate or full professor or who are being simultaneously appointed to one of those ranks, any faculty member awarded tenure must meet the minimum requirements for the rank of associate professor.
2. Merit - Merit of the faculty member in teaching, research and service over the entire probationary period and the contributions made by the faculty member in these areas

to the University. Scholarly and teaching activity up to six years before the tenure decision should be considered, which can include activity at another accredited institution of higher education or national research institutions. (For definition of teaching, research, and service and a discussion of methods of evaluation, see policies and procedures concerning evaluation of faculty members, evaluation of teaching, evaluation of scholarly activity and research, and evaluation of service.) In addition to information supplied by faculty information sheets, the chair's evaluation and other material presented by the department, an opportunity shall be made available for the faculty member to provide in writing any other material in support of the tenure candidacy. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for tenure. The evidence should address the quality of the journals and the reputation of book and other such publishers. In case of material developments, additional documentation may be added to the portfolio before the conclusion of the evaluation process with the concurrence of the department chair and dean.

External evaluation of the quality of the faculty member's research performance will be required from nationally recognized experts in the faculty member's field. Candidates for tenure are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. Candidates for tenure should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.

- a. A curriculum vita will be required of each external reviewer. Each reviewer will be asked to describe any personal or professional relationship with the candidate. It is the responsibility of the chair to include a curriculum vitae of each reviewer. For tenure of department chairs, the responsibility belongs to the dean.
 - b. External reviewers will be asked to evaluate all submitted material mailed to them based on the department's approved criteria for the evaluation of scholarly activity and research. In the case of the arts, reviewers may be asked to consider works of art or performances. External reviewers will be asked to evaluate: a) the quality of the scholarship or creative work under review; and b) the scholarly reputation (regional, national, international) of the candidate.
 - c. All candidates for tenure and promotion will be required to have their scholarship evaluated by no fewer than four external reviewers. If fewer than four reviews are received, the chair will choose additional reviewers alternately from the lists of the department promotion and tenure committee and of the candidates.
3. The determined long-term needs of the department, college, and University, including at least the following:
 - a. The long-term enrollment of the department.
 - b. The need for an additional specialist in the faculty member's area of specialization as a permanent member of the department in terms of the mission of the department, the college, and the university.

- c. The tenure structure of the department. (Although no maximum percentage of faculty members on tenure is established, all committees and administrators considering tenure must take into account the need for flexibility in course offerings and the desirability of a tenure structure that will allow openings for new tenured faculty members in the ensuing decades so that new areas of specialization and new needs can be met. The position of other nontenured faculty members in the department, anticipated retirements, or other known departures, and projected new programs or changes in directions must be considered.)
4. No person can be awarded tenure unless convincing evidence is provided of effective teaching.
5. No faculty member can be awarded tenure unless convincing evidence is provided of successful performance in scholarly activity and research, as judged by the department's approved criteria for the evaluation of scholarly activity and research. It is the faculty member's responsibility to include these criteria in the research portfolio submitted to external reviewers and in the data file submitted internally. If these criteria changed during the faculty member's probationary period, he or she can choose which version to submit. All evaluations of the faculty member's research and scholarly activity, at every stage of the tenure process, should be guided by these criteria.

V. Procedures for Tenure Consideration

- A. The provost and vice president for academic affairs, fifteen months prior to the date for giving notification of the tenure decision, shall formally advise the professor that the limit of the probationary period is approaching, and explain what procedures should be followed by those wishing to be considered for tenure.
- B. The initial steps of the review process are normally conducted by the chair of the department or unit with which the candidate for tenure is affiliated, assuming the chair has tenure. If the chair is not tenured, he or she may not be involved in any aspect of the tenure decision. In that case, the dean of the college housing the department should appoint a tenured member of the department in question to act in the chair's stead. This faculty member shall not take part in any deliberations or votes of the departmental, college or University tenure committee. If the candidate for tenure is the chair of a department, the dean shall conduct the initial steps of the review process but will not write a separate recommendation at the departmental level.
- C. External review process
 1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair or his/her replacement if the chair is not tenured (see section V.B.).
 2. External reviewers with academic positions will hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions

should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers, [including potential conflicts of interest. This documentation will become part of the tenure file.](#) The chair (or replacement, see section V.B.) will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair (or replacement, see section V.B.) will provide this list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review process. [The final list of external reviewers, together with the documentation of personal and professional relationships by the candidate \(as outlined above\), should be included as part of the application package for all internal reviewers.](#) ~~As a general rule, e~~External reviewers should not be ~~eo-~~~~authors~~ [close collaborators](#) or (former) mentors of the candidate. [In general, co-authors on publications should also be excluded as external reviewers, except as permissible under the departmental statement on evaluation of research \(see the Policy on the Evaluation of Scholarly Activity and Research\).](#) The selection of potential external reviewers must be completed before the end of the semester prior to the submission of credentials for tenure.

3. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the provost and vice president for academic affairs before the reviewers are asked to submit evaluations. If an exception is approved, candidates for tenure will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair (or replacement, see section V.B.) but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.
 4. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- D. Initial consideration of tenure cases is conducted by the tenured faculty of the department.
1. The tenured faculty of a department may determine that a tenure committee of a specified size will be selected from their membership to conduct the tenure deliberations and make recommendations to the chair (or replacement, see section V.B.). In this case, the entire full-time department faculty will elect the committee. It is the responsibility of this committee to determine the opinions of tenured members of the department not serving on the committee.
 2. In departments where fewer than three members are tenured, the dean, in consultation with the chair (or replacement, see section V.B.), will appoint enough additional tenured faculty members to form a committee of at least three members.

3. Candidates for tenure should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.

2.4. The tenured faculty of the department, or the members of the tenure committee, elect a chair of the committee among their members. It is the responsibility of that chair to direct the committee members to consider and apply the relevant sections in the Teaching and Research Faculty Handbook and the departmental statement on research evaluation in their comments and votes.

3.5. No dean, associate dean, assistant dean, or other full-time administrator or department chair (or replacement, see section V.B.) shall attend or participate in the deliberation of the departmental, college, University Promotion and Tenure Committee, or the tenured faculty of the department serving as a group to consider tenure, except in those cases when such committees or groups may, at their discretion, request administrators or chairs to answer specific questions concerning tenure cases. The deliberations of all three committees are confidential and must not be shared with anyone outside of the committee.

4.6. The college committee shall consist of one tenured faculty member from each department in the college. All members of college promotion and tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. Every reasonable effort should be made to ensure that there are at least three full professors on the college committee. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. The representative from a tenure candidate's department will participate in deliberations in the candidate's case but will not cast a vote.

5.7. The University Promotion and Tenure Committee shall consist of one tenured full professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair. No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. The representative from a tenure candidate's college will participate in deliberations in the candidate's case but will not cast a vote.

6.8. Any committee member who participates in the tenure process votes at most only once or any particular case.

7.9. In order to ensure transparency, fairness, and equity in the internal review process, a faculty member or administrator who participates in the tenure process must disclose any potential conflict of interest that might undermine the credibility of the process. The chair of the department (or replacement, see section V.B.) will work

in consultation with the dean of the college to decide whether the person should be excluded from serving on the review committee.

- 8.10. The faculty member under consideration is informed whenever a committee is considering tenure and is given an opportunity to submit a statement (in electronic form) to the Provost's Office in support of their tenure case, or to correct any factual misinformation in previous recommendations. The Provost's Office will add such statements to the candidate's file.
- 9.11. In case of material new accomplishments before the conclusion of the evaluation process, additional documentation may be added to the portfolio with the concurrence of the dean. Such additional material must be clearly marked as such and dated at the time of addition to the tenure file by the Provost's Office. If such additional documentation is considered, this must be clearly documented in the recommendation letters by the committee or individual (e.g. dean) who first see this new material.
- E. The committee or group of tenured faculty makes its recommendations to the chair (or replacement, see section V.B.) [together with reasons for the recommendation \(including a minority statement in the case of a non-unanimous vote\)](#). All committee members shall vote yes or no through a secret ballot, after participating (either in person or remotely) in the deliberation of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. [The chair of the committee shall record the names of all members participating in the discussion and voting in the recommendation letter, as well as the total number of votes in favor and against.](#) In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write a minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee. Considering this recommendation, the [department chair](#) (or replacement, unless the dean is acting in the chair's stead, see section V.B.) makes an additional evaluation and recommendation concerning tenure. A copy of that review and recommendation letter will be sent to the faculty member and the dean by the chair of the department.
- F. If either the tenured faculty (or their committee), or the chair (or replacement, see section V.B.), or both recommend tenure, the credentials of the faculty member together with the recommendations of the tenured faculty (or their committee) and the chair (or replacement, see section V.B.) are forwarded to the tenure committee of the college, which examines the facts and the recommendations and makes a recommendation to the dean. All eligible committee members shall vote yes or no through a secret ballot, after participating (either in person or remotely) in the deliberation of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's tenure application are defined in section V.D.4. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee.

- G. If neither the departmental committee nor the chair (or replacement, see section V.B.) recommends tenure for the faculty member, tenure is not granted in the ensuing year. The faculty member is given a terminal contract for the ensuing year unless a further review is requested.

If the faculty member requests further review, all materials, including departmental and chair evaluations and recommendations are forwarded to the college tenure committee, which makes a separate recommendation to the dean. All committee members should vote yes or no through a secret ballot. In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. The dean then makes a decision concerning tenure and informs the faculty member.

If either the decision of the college committee or that of the dean is positive, the faculty member's case is considered in accordance with the procedures in the following paragraphs. If both decisions are negative, the faculty member may request, within two weeks, a further review by the provost and vice president for academic affairs, who makes a final determination concerning further consideration of tenure.

- H. The dean of the college examines the facts and all previous recommendations and makes a recommendation concerning tenure, which is forwarded to the provost and vice president for academic affairs, with a copy to the faculty member.
- I. The University Promotion and Tenure Committee, consisting of one tenured full professor from each of the major degree-granting academic colleges, examines the facts and all previous recommendations and documentation and makes a recommendation (with reasons) concerning tenure, which is forwarded to the provost and vice president for academic affairs. All eligible committee members shall vote yes or no through a secret ballot, after participating (either in person or remotely) in the deliberation of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's tenure application are defined in section V.D.5. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. The Office of the Provost will provide a copy of the recommendation letter to the dean of the college, the department chair and the faculty member.
- J. The provost and vice president for academic affairs, after examining all submitted documents and consulting with appropriate staff members, makes a determination concerning tenure for the faculty member. If the recommendations from all committees and administrators previously acting on the case have not all been the same, or if the provost and vice president for academic affairs disagrees with the recommendations that have been the same, then the provost and vice president for academic affairs shall consult with the University Promotion and Tenure Committee and with the chair (if tenured) and dean concerned.
- K. If the determination of the provost and vice president for academic affairs is in favor of tenure, the provost and vice president for academic affairs forwards the faculty member's

- name to the president for presentation to the Board of Visitors as a candidate for tenure. The Board of Visitors will act on the case according to the schedule in the Teaching and Research Faculty Handbook of the year in which it is being taken up. Upon approval of the Board of Visitors, the faculty member is offered a tenure contract for the coming year.
- L. If the determination of the provost and vice president for academic affairs is against tenure, the faculty member is notified according to the schedule in the Teaching and Research Faculty Handbook that a terminal contract will be offered for the ensuing year.
 - M. The faculty member may request, within two weeks, that the president review a negative decision of the provost and vice president for academic affairs. The president should make a decision on the review within one month. If the president upholds the decision of the provost and vice president for academic affairs, the faculty member may request a further review by the Board of Visitors or its designated committee within two weeks. (Refer to the policy on Communications with the Board of Visitors for procedural information.) The decision of the Board of Visitors or its designated committee is final.
 - N. Copies of the recommendation by all committees, chairs, deans, and the provost shall be provided to the faculty member being considered for tenure. The faculty member will be provided opportunity to correct any factual misinformation in such recommendations by placing a letter in his or her tenure file at any stage, or up until March 1 to the Provost (November 22 for faculty hired mid-year).
 - O. The above procedures at the departmental and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and vice president for academic affairs. Procedures above the college level will be the same as designated above in all cases.

VI. Pre-Tenure Review

- A. The concept of a major review of faculty performance is intended to serve the purpose of giving the faculty member a clear indication of progress toward tenure and to offer constructive suggestions for self-improvement.
- B. Non-tenured faculty members, without prior teaching [experience](#), ~~service credit toward tenure~~, who are in their third year of probationary service at Old Dominion University will receive a major faculty review. This review will be conducted by the dean and will begin in the spring of the third year of faculty service (fall of the third calendar year of service for faculty hired mid-year). The review will include a meeting with the faculty member and chair. The review process, conducted by the department promotion and tenure committee, department chair, college promotion and tenure committee, and dean, will include an in-depth evaluation of teaching effectiveness, scholarly works, grant and contract efforts, and other professional activities. An evaluation report emphasizing the long-range impact of the faculty member on the University should be submitted to the provost and vice president for academic affairs by May 1 (December 1 for faculty hired mid-year) following the completion of the review at the college level with a copy

provided to the faculty member at all evaluation levels. It is important that the review extend beyond certifying adequate teaching performance and focus on creative ability, productivity, and potential to excel.

- C. If a faculty member applies for tenure in or before their third year of probationary service at Old Dominion University, the pre-tenure review will not be conducted. In situations where a faculty member receives one or two years of credit toward tenure, the review process will be conducted during the second year of service at Old Dominion University, but no sooner than 12 months after initial appointment.

APPROVAL OF PROPOSED REVISIONS TO THE POLICY ON PROMOTION IN RANK

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the policy on Promotion in Rank effective July 1, 2020.

Rationale: The proposed changes to the policy on Promotion in Rank are intended to clarify and update several sections of the policy. In addition, information has been added so that the policy contains the same language as comparable sections in the policy on Tenure.

Changes to the following sections match the proposed revisions to the policy on Tenure.

- Section II.B.2. – Guidelines on Co-Authorship and Conflicts of Interest
- Section II.C.4. – Selection of Chair for Department Promotion and Tenure Committee and Chair’s Responsibility
- Section II.D. – Confirming Attendance and Voting at Promotion and Tenure Committee Meetings

Information has been added to the following sections to match language already included in the policy on Tenure.

- Section II.C.9. – Ensure Transparency, Fairness and Equity in the Internal Review Process
- Section II.D. – Copies of Recommendation Letters

NUMBER: 1412

TITLE: Promotion in Rank

APPROVED: September 26, 2013; Revised June 9, 2016 (eff. 7/1/16); Revised June 6, 2017 (eff. 7/1/17); Revised June 14, 2018 (eff. 7/1/18); Revised June 13, 2019 (eff. 7/1/19)

I. Board of Visitors Policy

- A. All promotions in rank are based on evaluation of the faculty member’s performance in teaching, research, and service (as appropriate) over the total time in the previous rank as compared to the criteria established by the Board of Visitors for the rank being considered and any other criteria established by the department or college.
- B. Promotion to the rank of associate professor must occur at the time of the tenure award, and the policy on tenure applies.
- C. Promotion to the rank of full professor is normally considered no earlier than during the sixth year of a faculty member's service as associate professor at Old Dominion University. Exceptions are made only under the following circumstances:

1. A faculty member who has held the rank of associate professor at another institution and was initially appointed to Old Dominion University at the rank of associate professor may be considered for promotion at the time of the award of tenure.
 2. A faculty member of extraordinary merit may be considered for promotion to the rank of full professor before the sixth year as associate professor at Old Dominion University.
- D. The president, upon the recommendation of the Faculty Senate, shall establish procedures for consideration of promotion to the rank of full professor (as well as for the designation as eminent scholar). Such procedures shall require consideration and recommendation by faculty members at the department and college level, the chair, the dean, and the University Promotion and Tenure Committee. The decision concerning promotion is to be made by the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against promotion, the faculty member may request a review by the president. The decision of the president is final.

II. Procedures for Promotion in Rank to Full Professor

A. Considerations Concerning Promotion

1. Each faculty committee and administrator considering a promotion case must specifically consider factors listed below as they apply to each case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. In the case of committees, the vote must be recorded in the recommendation, and the reasons produced by the minority members must be specified.
 2. Each committee and administrator making a recommendation concerning promotion considers evidence of the faculty member's performance over the total time in which the previous rank has been held as compared to the guidelines for the rank being considered as established by the Board of Visitors and any other guidelines established by the department or college.
 3. The total rank structure of the department should be considered.
 4. At the least, the committees and administrators should examine faculty information sheets, chair evaluations, dean's evaluations, and any other evidence submitted by the faculty member, the chair of the department, or any other relevant source. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for promotion. The evidence should address the quality of the journals and the reputation of book and other such publishers.
- B. External evaluation of the faculty member's research and scholarly activity by nationally recognized experts in the field of specialization will be required.
1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for

academic affairs, and the University Promotion and Tenure Committee belongs to the department chair. If the department chair does not have the rank of full professor, all chair responsibilities for promotion to full professor will be delegated by the dean to a full professor in the department or from another department within the same college who will assume all of the chair's responsibilities described below. This appointed full professor, acting in the role of chair, cannot take part in any deliberations or votes of the departmental, college or University promotion committees while the promotion case is being considered. In promotion of department chairs, the responsibility belongs to the dean.

2. External reviewers with academic positions must hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers, [including potential conflicts of interest. This documentation will become part of the promotion file.](#) The chair (or designee, see 1 above) will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair (or designee) will provide the list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review process. [The final list of external reviewers, together with the documentation of personal and professional relationships by the candidate \(as outlined above\), should be included as part of the application package for all internal reviewers. As a general rule, external reviewers should not be co-authors close collaborators or \(former mentors\) of the candidate. In general, co-authors on publications should also be excluded as external reviewers, except as permissible under the departmental statement on evaluation of research \(see the Policy on the Evaluation of Scholarly Activity and Research\).](#) The selection of potential external reviewers must be completed before the end of the semester prior to the submission of credentials for promotion.
3. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the provost and vice president for academic affairs before the reviewers are asked to submit evaluations. If an exception is approved, candidates for promotion will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.
4. A curriculum vitae will be required of each external reviewer. Each reviewer will be asked to describe any personal or professional relationship with the candidate. It is the responsibility of the chair to include a curriculum vitae of each reviewer. For promotion of department chairs, the responsibility belongs to the dean.

5. External reviewers will be asked to evaluate all submitted material mailed to them. Candidates for promotion are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. In the case of the arts, reviewers may be asked to consider works of art or performances. External reviewers will be asked to evaluate: a) the quality of the scholarship or creative work under review; and b) the scholarly reputation (regional, national, international) of the candidate.
 6. All candidates for promotion to full professor will be required to have their scholarship evaluated by no fewer than four external reviewers. If fewer than four reviews are received, the chair will choose additional reviewers alternately from the lists of the department promotion and tenure committee and of the candidate.
 7. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- C. A candidate for promotion in rank is initially considered by the faculty members in the department who hold the rank being considered or above. Only faculty holding the rank of full professor are eligible to deliberate, review, or otherwise participate and vote on candidates for promotion to full professor.
1. In the case of large departments, the faculty members in the rank being considered or above may select a committee from their ranks to consider and make recommendations concerning promotion. In that case, it is the responsibility of the committee to elicit opinions from all faculty members holding the rank being considered or above.
 2. In departments where fewer than three members hold appointments in the rank being considered or above, the dean, in consultation with the chair (or designee; see section II.B.1.), will appoint enough additional faculty in the rank or above from other disciplines to form a committee of at least three.
 3. Candidates for promotion should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.
 - ~~3.4.~~ The group of faculty on the promotion committee elect a chair of the committee among their members. It is the responsibility of that chair to direct the committee members to consider and apply the relevant sections in the Teaching and Research Faculty Handbook and the departmental statement on research evaluation in their comments and votes.
 - ~~4.5.~~ No dean, associate dean, assistant dean, or other full-time administrator or department chair (or designee; see section II.B.1.) shall attend or participate in the deliberation of either the departmental, college, or University Promotion and Tenure Committee. The deliberations of all three committees are confidential and must not be shared with anyone outside of the committee.

~~5.6.~~ The college committees shall consist of one tenured faculty member from each department in the college. All members of the college promotion and tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. Every reasonable effort should be made to ensure that there are at least three full professors on the college committee. If the elected representative of a department will not be able to attend college committee meetings for a significant time span, the department may elect a temporary replacement for that time span. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. Only faculty holding the rank of full professor are eligible to join the deliberations and the vote on candidates for promotion to full professor. If the home department of a candidate for promotion to full professor has no full professor representing it on the college committee, a member of the departmental promotion committee for that candidate (convened as described in section C.1. and C.2. above) shall be elected to serve as its representative only during the duration of the deliberations on that specific candidate. In any case, the representative from a promotion candidate's department will participate in deliberations in the candidate's case but will not cast a vote.

~~6.7.~~ The University Promotion and Tenure Committee shall consist of one tenured full professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair. No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. The representative from a promotion candidate's college will participate in deliberations in the candidate's case but will not cast a vote.

8. Any committee member who participates in the promotion process votes at most only once on any particular case.

~~7.9.~~ In order to ensure transparency, fairness, and equity in the internal review process, a faculty member or administrator who participates in the promotion process must disclose any potential conflict of interest that might undermine the credibility of the process. The chair of the department (or replacement, see section II.B.1.) will work in consultation with the dean of the college to decide whether the person should be excluded from serving on the review committee.

~~8.10.~~ The faculty member under consideration is informed whenever a committee is considering promotion and is given an opportunity to submit a statement (in electronic form) to the Provost's Office in support of their promotion case, or to correct any factual misinformation in previous recommendations. The Provost's Office will add such statements to the candidate's file.

- 9.11. In case of material new accomplishments before the conclusion of the evaluation process, additional documentation may be added to the portfolio with the concurrence of the dean. Such additional material must be clearly marked as such and dated at the time of addition to the promotion file by the Provost's Office. If such additional documentation is considered, this must be clearly documented in the recommendation letters by the committee or individual (e.g. dean) who first see this new material.
- D. The committee or faculty group makes its recommendation concerning promotion to the chair (or designee; see section II.B.1.) together with reasons for the recommendation (including a minority statement in the case of a non-unanimous vote), ~~and specifies the vote of the committee.~~ All eligible committee members shall vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. The chair of the committee shall record the names of all members participating in the discussion and voting in the recommendation letter, as well as the total number of votes in favor and against. In instances of a non-unanimous vote, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion. A copy of the recommendation letter will be sent to the faculty member by the chair of the committee. The department chair (or designee) evaluates independently the credentials of the faculty member, the rank structure of the department, and any additional evidence presented, either by the faculty member or from any other source, and makes a recommendation, with reasons, concerning promotion. A copy of that review and recommendation letter will be sent to the faculty member and the dean by the chair of the department.
- E. If either the departmental committee (or group), or the chair (or designee), or both recommend promotion, the faculty member's credentials together with the recommendation of the faculty committee and the chair (or designee) will be forwarded to a promotion committee of the college for consideration. This committee will make an independent evaluation and make a recommendation concerning promotion with reasons (including reasons of the minority), to the dean. The recommendations will indicate the vote of the committee. All eligible committee members should vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's promotion application are defined in section II.C.5. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion.
- F. If neither the faculty committee (or group) nor the chair (or designee) recommend promotion, the faculty member will not be considered for promotion in the coming year unless a review by the college promotion committee and the dean is requested by the faculty member. If a review is requested, the departmental committee and the chair forward all documents to the promotion committee of the college, which examines them and makes a recommendation concerning promotion to the dean following the stipulations of II.E. above. The dean examines all documents, including the

- recommendation of the college committee, and makes a determination concerning promotion. If the dean's determination is negative and is in accordance with the recommendations of the departmental committee, the chair, and the college committee, then the faculty member is not promoted for the coming year. If the dean's determination is negative and is not in accordance with all previous recommendations, the faculty member may request a further review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final in such cases.
- G. The dean, considering all previous recommendations and all credentials, then makes a recommendation concerning promotion, which is forwarded, with reasons, to the provost and vice president for academic affairs.
- H. The University Promotion and Tenure Committee, consisting of one tenured full professor from each of the major degree-granting academic colleges, examines the facts and all previous recommendations and documentation, and makes a recommendation (with reasons, including minority reasons, if any) concerning promotion which is forwarded to the provost and vice president for academic affairs. All eligible committee members shall vote yes or no through a secret ballot after participating (either in person or remotely) in the deliberations of the committee. Proxy votes or votes submitted by non-secure means (e.g., email or communication accessible to a third party) are not permitted. Members who are eligible to vote on a specific candidate's promotion application are defined in section II.C.6. In instances of a non-unanimous vote of all eligible voting members, the minority opinion must be included in the committee recommendation and the minority must be given the option to write the minority opinion.
- I. On the basis of all the evaluations and recommendations presented, and after consultation with staff, the provost and vice president for academic affairs makes a decision concerning promotion for the coming year. If the recommendations of the committees and administrators that have previously considered the case have not been in agreement with one another, or if the provost and vice president for academic affairs disagrees with the recommendations that have been in agreement with one another, the provost and vice president for academic affairs shall consult with the chair, the dean, and the University Promotion and Tenure Committee before reaching a final decision. The decision of the provost and vice president for academic affairs will consist of one of the following:
1. promotion
 2. deferral
- J. If the decision of the provost and vice president for academic affairs is for promotion, the faculty member will receive the higher rank in the subsequent academic year. The decision of the provost and vice president for academic affairs will be reported to the president.
- K. The faculty member may request that the president review a negative decision by the provost and vice president for academic affairs. The decision of the president is final.

- L. All promotions are reported by the president to the Board of Visitors.
- M. Copies of the recommendations by all committees, chairs, deans and the provost and vice president for academic affairs shall be provided to the faculty member being considered for promotion. The faculty member will be provided opportunity to correct any factual misinformation in such recommendations by placing a letter in his or her promotion file at any stage, or up until April 1, to the provost and vice president for academic affairs.
- N. The above procedures at the department and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and vice president for academic affairs. Procedures above the college level will be the same as those designated above in all cases.

III. Research Faculty

- A. Promotion to the rank of research professor from the rank of research associate professor and promotion to the rank of research associate professor from the rank of research assistant professor shall be upon the recommendation of the department, chair, college promotion and tenure committee, dean and University Promotion and Tenure Committee to the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against the promotion, the person may request a review by the president. The decision of the president is final.
- B. The process for promotion to the rank of research professor and promotion to the rank of research associate professor will require external evaluation of the quality of the faculty member's research performance from nationally recognized experts in the faculty member's field; procedures for the external review process can be found in section II.B. of this policy.
- C. For those research faculty who only have appointments in one of the University-level research centers, the following promotion policy will apply. Research centers will establish a promotion committee to review faculty promotions and make recommendations to the center director. Appointments to this committee will follow the guidance of section II.C. of this policy pertaining to departments. This promotion committee should include at least one member from the academic department(s) most closely aligned to the center to ensure promotion considerations are being applied equitably between the faculty assigned to that department and those assigned to the center. In centers where fewer than three members hold appointments in the rank being considered or above, the center director will solicit members of the department(s) most closely aligned to the center, in consultation with the chair(s) of those department(s), to form a committee of at least three. The center director will review faculty promotion recommendations and will recommend to the vice president for research those members who have met the promotion criteria. The vice president for research will forward a recommendation regarding promotion to the Office of Academic Affairs for review by the University Promotion and Tenure Committee and the provost and vice president for academic affairs. The University Promotion and Tenure Committee will forward a recommendation to the provost and vice president for academic affairs. If the decision of

the provost and vice president for academic affairs is for promotion, the faculty member will receive the higher rank in the subsequent academic year. The faculty member may request that the president review a negative decision by the provost and vice president for academic affairs. The decision of the president is final.

IV. Clinical Faculty

- A. Promotion to the rank of clinical professor from the rank of clinical associate professor and promotion to the rank of clinical associate professor from the rank of clinical assistant professor shall be upon the recommendation of the department promotion and tenure committee, department chair, college promotion and tenure committee, dean and University Promotion and Tenure Committee to the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against the promotion the person may request a review by the president. The decision of the president is final.
- B. The process for promotion to the rank of clinical professor and promotion to the rank of clinical associate professor will require external evaluation of the quality of the faculty member's scholarly activities from nationally recognized experts in the faculty member's field; procedures for the external review process can be found in section II.B. of this policy. The schedule for review will follow that for clinical faculty seeking promotion in rank.

V. Lecturers may be promoted in rank to senior lecturer and senior lecturers may be promoted in rank to master lecturer. The applicable policies are contained in section "Evaluation of Lecturers, Senior Lecturers, and Master Lecturers and Promotion of Lecturers and Senior Lecturers."

VI. Part-time instructional faculty may be promoted in rank (for example, from adjunct assistant professor to adjunct associate professor) upon recommendation of the chair and dean to the provost and vice president for academic affairs. Full documentation of the credentials of the faculty member being recommended for promotion is required. If the provost and vice president for academic affairs denies the promotion, the faculty member may request a review by the president. The decision of the president is final.

APPROVAL OF VOLUNTARY CLOSURE OF DEGREE PROGRAMS AND CERTIFICATE PROGRAMS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the voluntary closure of four degree programs and nine certificate programs.

Rationale: DEGREE PROGRAMS

Virginia code (§23.1-203) authorizes the State Council of Higher Education for Virginia (SCHEV) “*To review and require the discontinuance of any academic program which is presently offered by any public institution of higher education when the Council determines that such academic program is (i) nonproductive in terms of the number of degrees granted, the number of students served by the program, evidence of program effectiveness, or budgetary considerations, or (ii) supported by state funds and is unnecessarily duplicative of academic programs offered at other public institutions of higher education in the Commonwealth.*” In August 2019, 13 programs were identified as falling below program productivity levels with regard to enrollment and graduates. After several months of discussions with faculty, college leadership, and Academic Affairs leadership, it was determined that it was not cost effective to continue with four degree offerings. It is recommended that the following programs be discontinued, with a termination date of spring 2025.

- BA in Economics
- BS in Modeling and Simulation Engineering
- MA in Applied Sociology
- MS in Occupational and Technical Studies

BA in Economics

Old Dominion University established the Bachelor of Arts (BA) in Economics (CIP Code 45.0601) in the late 1970s in the then College of Business within the Economics Department. Initially, the program was created to serve students in the College of Arts & Letters who wanted to pursue a degree in economics to add to their liberal arts degree. Enrollments of the program have been declining in recent years mostly due to students selecting the BSBA in Economics. Therefore, it is recommended that the BA in Economics be discontinued, with a termination date of spring 2025. No department faculty will be affected by this termination. Courses will remain available to students who have not yet completed the program until the end of the teach-out period.

BS in Modeling and Simulation Engineering

Old Dominion University established the Bachelor of Science in Modeling a Simulation Engineering (CIP: 14.0101) in 2010 within the then titled Department of Modeling, Simulation, and Visualization Engineering housed in the Batten College of Engineering and Technology. In recent years, the program’s enrollment and

graduation rates steadily declined and fell below the Program Productivity levels set by SCHEV. Therefore, it is recommended that the BS in Modeling and Simulation Engineering be discontinued, with a termination date of spring 2025. No department faculty will be affected by this termination. Courses will remain available to students who have not yet completed the program until the end of the teach-out period.

MA in Applied Sociology

Old Dominion University established the Master of Arts (MA) degree in Applied Sociology (CIP code: 45.1101) as a joint program with Norfolk State University in 1982. It was housed in the College of Arts and Letters within the Department of Sociology and Criminal Justice. In 2012, a decision was made to shift the program to a standalone program at Old Dominion University. Due to the decline in enrollment and the low number of graduates, the program fell below the program productivity levels set by SCHEV. Therefore, it is recommended that the MA in Applied Sociology be discontinued, with a termination date of spring 2025. No department faculty will be affected by this termination. Courses will remain available to students who have not yet completed the program until the end of the teach-out period.

MS in Occupational and Technical Studies

Old Dominion University's Master of Science (MS) in Occupational and Technical Studies (OTS) (CIP Code 13.399) was established in 1974 within the then named Darden College of Education under the department of STEM Education & Professional Studies. The program's enrollment has been steadily declining for several years, which coincides with national trends. Therefore, it is recommended that the MS in Occupational and Technical Studies be discontinued, with a termination date of spring 2025. No department faculty will be affected by this termination. Courses will remain available to students who have not yet completed the program until the end of the teach-out period.

CERTIFICATE PROGRAMS

The Graduate School and Institutional Effectiveness & Assessment conducted a review of the 57 graduate certificates offered at ODU to determine which certificates were viable, marketable, or could enhance current graduate degree offerings or enrollments. Certificates that did not confer more than five certificates over a four-year period were examined further. Faculty and associate deans were asked to provide more information about these certificates, specifically focusing on plans to increase enrollments. Further discussions occurred as needed.

Based on the information collected and conversations with faculty, the following certificates are recommended for discontinuance. These certificates will be phased out effective fall 2021. Most courses in the certificate programs will continue to be offered as part of the curricula for graduate degree programs.

- Public Administration and Policy, Strome College of Business
- Modeling and Simulation – Business and Public Administration, Strome College of Business
- Healthcare Executive, College of Health Sciences
- Nurse Executive, College of Health Sciences
- Modeling and Simulation – Education and Training, Darden College of Education
- Modeling and Simulation – Biological Sciences, College of Sciences
- Modeling and Simulation – Computing and Informatics, College of Sciences
- Modeling and Simulation – Mathematics/Statistics, College of Sciences
- Modeling and Simulation – Oceanography, College of Sciences

APPROVAL TO RENAME THE CENTER FOR CYBERSECURITY EDUCATION AND RESEARCH TO THE SCHOOL OF CYBERSECURITY

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves renaming the Center for Cybersecurity Education and Research (CCSER) the School of Cybersecurity effective August 15, 2020.

Rationale: Established in March 2015 and housed under the Office of Academic Affairs, the Center for Cybersecurity Education and Research (CCSER) weaves together threads of programmatic and facility resources at ODU to develop new education and research initiatives focusing on cybersecurity. The Center faculty launched an IDS Cybersecurity major in Fall 2015 with 11 students enrolled in the program. Since then, the Center has experienced tremendous growth. It has developed two new degrees, i.e., BS in Cybersecurity and MS in Cybersecurity, both approved by the State Council of Higher Education for Virginia (SCHEV). The MS degree was launched in Fall 2018, while the new BS degree was offered in Fall 2019, replacing the existing IDS cybersecurity major. Student enrollment has gained a substantial increase from 11 (in Fall 2015) to 691 (in Fall 2019). The Center also administers a minor in Cybersecurity with an enrollment of over 170 students. A variety of research projects have been developed by and housed in the Center with a total of over \$6 million in active research funding from federal agencies. In May 2019, the Center was designated as a National Center of Academic Excellence in Cyber Operations (CAE-CO) by the National Security Agency (NSA).

The rapidly growing cybersecurity program requires support beyond the capacity of a university center. A review conducted by the faculty and administrators determined that the current Center for Cybersecurity Education and Research (CCSER) should be renamed to School of Cybersecurity and administratively managed by the Vice Provost for Academic Affairs.

The purpose of the proposed name change is to accurately reflect the nature of the unit's organizational mission, structure, programs, and activities. The proposed name change will provide a more accurate description of the unit's overall activities and programs and streamline internal processes. It is needed and will help the unit in two ways. First, the proposed name will demonstrate the focus of the "school" and the programming offered by the unit. The unit will focus on cybersecurity education, research and outreach. Second, the proposed name will allow the university to make a structural adjustment of the Center for Cybersecurity Education and Research (CCSER). Changing the name from center to school will support the unit's administrative capacity.

The school will administer two degrees (BS in Cybersecurity and MS in Cybersecurity) and a minor in cybersecurity. The school's strategic priority is to deliver exceptional academic programs for both resident and distance students to cultivate cybersecurity workforce and enhance the nation's cybersecurity talent. The school will support undergraduate and graduate students and faculty to achieve healthy and sustainable growth of the cybersecurity program. The school's missions also include developing high-impact, cross-disciplinary research initiatives that center on cybersecurity and conducting outreach and community engagement, being a source of cybersecurity expertise to the community, the Hampton Roads region, the Commonwealth of Virginia, and the nation.

**RESOLUTION APPOINTING STUDENT REPRESENTATIVE
TO THE BOARD OF VISITORS**

RESOLVED, that in accordance with the Board of Visitors policy, and upon the recommendation of the Student Enhancement and Engagement Committee, the Board of Visitors approves the appointment of Bridget Groble as the student representative to the Board, whose normal term shall expire May 7, 2021; and

RESOLVED, that in accordance with the Board of Visitors policy, and upon the recommendation of the Student Enhancement and Engagement Committee, the Board of Visitors approves the appointment of Tiffany Williams as the representative to the State Council of Higher Education for Virginia Student Advisory Committee, whose normal term shall expire May 7, 2021; and

BE IT FURTHER RESOLVED, that upon the recommendation of the Student Enhancement and Engagement Committee, the Board of Visitors approves the appointment of Wolayat Tabasum to serve on the Student Engagement & Enrollment Services Leadership Council, whose normal term shall expire May 7, 2021.

REPORT OF THE NOMINATING COMMITTEE

The Board of Visitors Nominating Committee recommends the following slate of officers of the Board of Visitors for the 2020-2022 term:

RECTOR

Kay A. Kemper

VICE RECTOR

R. Bruce Bradley

SECRETARY

Toykea S. Jones