OLD DOMINION
UNIVERSITY

TO: Board of Visitors Governance Committee Members

Jerri F. Dickseski, Chair
Peter G. Decker, III, Vice Chair
R. Bruce Bradley *(ex-officio)*
P. Murry Pitts *(ex-officio)*
Robert S. Corn
Kay A. Kemper
E.G. Middleton, III
Armistead D. Williams, Jr.

FROM: Ashley Schumaker
Chief of Staff and Vice President for Strategic Operations

DATE: December 1, 2022

SUBJECT: December 8, 2022 - Meeting Agenda

The Board of Visitors Governance Committee will meet on Thursday, December 8, 2022, from 8:30- 9:30 AM in the Board Room of the Kate and John R. Broderick Dining Commons.

The agenda and supporting materials are enclosed.

AGENDA

I. Call to Order

II. Approval of Minutes of September 15, 2022, Governance Committee Meeting

III. 2023 Board of Visitors Self-Assessment (Action Item)

IV. Board Bylaws Revisions (Action Item)

A. Section 4.02.d – Audit, Compliance, and Human Resources Committee
B. Section 4.02.f – Student Enhancement & Engagement and Digital Learning Committee
C. Section 4.02.g – University Advancement and University Communications Committee

V. Proposed Policy Revisions (Action Item)

A. 1003 - The University's Name and Identification
B. 1418 - Priority Registration for Active Duty, Veterans, Reservists and Virginia National Guard
C. 1461 - Declaration of a State of Bona Fide Financial Exigency or Severe Financial Difficulty
D. 1540 - Notification of Parents of Tax-Dependent Students in Instances of Psychological Emergency
E. 1541 - Implementation of Policies Addressing the Needs of Potentially Suicidal Students
F. 1601 - Identity Theft Protection
G. 1820 - University Medal
H. 1840 - Advisory Councils

VI. Board of Visitors Policy 1104 – Representation to the Board of Visitors (Discussion Item)
Don Stansberry, Ph.D., Vice President for Student Engagement & Enrollment Services

VII. Next Steps

A. Review and Approval of Remaining Board Policies Older than Five Years

1. 1420 - Faculty Salary Increments
2. 1441 - Emeritus/Emerita Appointments
3. 1463 - Dismissal of Faculty from Employment Due to Financial Exigency or Discontinuance of a Program of Study or a Department of Instruction

B. Review and Approval of Revised Committee Charters

1. Audit & Compliance and Human Resources Committee
2. Student Enhancement & Engagement and Digital Learning Committee
3. University Advancement and University Communications Committee

C. Review of Policies with 2023 Review Dates

1. 1012 - Resolution Adopting Executive Order Number One (2018), "Equal Opportunity") (Review Date April 2023)
2. 1408 - Posthumous Degree or Certificate of Recognition or Achievement for Terminally Ill and Deceased Students (Review Date April 2023)
3. 1419 – Course Materials Adoption Policy (Review Date April 2023)

Overview - 2022 Board of Visitors Self-Assessment Survey 13 of 17 Submittted - 6 Categories - 54 Questions Overall Score 4.53/5	
Knowledge of Old Dominion University	4.08
Fiduciary Responsibilities	4.59
Board Experience and Service	4.74
Committee Meetings	4.52
Board Performance	4.58
General Comments	

Knowledge of Old Dominion Univesity - Please indicate to what extent you agree with the following statements:												
	Strongly Agree		Agree		Neutral		Disagree		Strongly Disagree		Total	Total Percent
N=13 4.08/5.00	N	%	N	%	N	%	N	%	N	%		
(1) I have a clear understanding of ODU's Mission and Srategic Plan **(4.62)**	8	61.5%	5	38.5%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(2) I am well informed about ODU's educational programs and academic quality **(4.54)**	7	53.8%	6	46.2%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(3) I understand the needs, concerns, and perspectives of our students **(4.08)**	3	23.1%	8	61.5%	2	15.4%	0	0.0%	0	0.0%	13	100.0%
(4) I understand the needs, concerns, and perspectives of our alumni **(3.31)**	1	7.7%	4	30.8%	6	46.2%	2	15.4%	0	0.0%	13	100.0%
(5) I understand the needs, concerns, and perspectives of our faculty **(3.54)**	2	15.4%	4	30.8%	6	46.2%	1	7.7%	0	0.0%	13	100.0%
(6) I understand the needs, concerns, and perspectives of our Cabinet **(4.23)**	5	38.5%	7	53.8%	0	0.0%	1	7.7%	0	0.0%	13	100.0%
(7) I follow trends and developments in higher education and in our community that may affect ODU **(4.23)**	3	23.1%	10	76.9%	0	0.0%	0	0.0%	0	0.0%	13	100.0%

Question(s):

(1) Please provide comments or suggestions related to your knowledge of ODU

Responses: 8	
	N/A
	The 5 response presumes a high level of daily involvement. Would not expect many of these in any board.
	N/A
	None
	Might be a good idead to have a "report" from the President of the ODU Alumni Association AND the head of the Faculty Senate at each of our four Board meetings.
	I would like to better understand the concerns and needs of the student body perhap with more opportunity for informal interaction at events.
	I think we do a great job of providing information to keep up updated.
	Recent information about the Univerity and trends within higher education have been very helpful. I feel better informed about these issues because of this information.

Fiduciary Responsibilities - Please indicate to what extent you agree with the following statements:												
	Strongly Agree		Agree		Neutral		Disagree		Strongly Disagree		Total	Total Percent
N=13 4.59/5.00	N	%	N	%	N	%	N	%	N	%		
(1) I have been informed of my responsibilities and expectations relaed to Board service **(5.00)**	13	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(2) I am aware of ODU's Bylaws and Board-level policies and procedures **(4.85)**	11	84.6%	2	15.4%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(3) I am sufficiently informed about ODU's budget proposal prior to being asked to approve the budget **(4.62)**	9	69.2%	3	23.1%	1	7.7%	0	0.0%	0	0.0%	13	100.0%
(4) I am sufficiently informed about the University's financial position (budget, financial statement) **(4.38)**	6	46.2%	6	46.2%	1	7.7%	0	0.0%	0	0.0%	13	100.0%
(5) I am aware of ODU's infrastructure needs, e.g., facilities, technology, human resources **(4.00**)	3	23.1%	8	61.5%	1	7.7%	1	7.7%	0	0.0%	13	100.0%
(6) I understand the Board's responsibility for overseeing risk **(4.69)**	10	76.9%	2	15.4%	1	7.7%	0	0.0%	0	0.0%	13	100.0%
(7) I am provided with information that assists me in making informed decisions **(4.62)**	10	76.9%	1	7.7%	2	15.4%	0	0.0%	0	0.0%	13	100.0%

Question(s):

(1) Please provide comments or suggestions related to your fiduciary responsibilities

Responses: 7	There has been an uptake in BOV meetings and communiction. Sometimes I believe some board members forget their role is to be strategic and not "operational"
	Would like the slide decks forwarded to board members before these presentations
	N/A
	None
	I don't believe that necessary materials are provided to the BOV during the budgeting process. Our fiduciary responsibility requires the BOV to be more knowledgeable. A brief overview is weak at best! In addition, I think there are tools ot there provided by groups like NACUBO (the National Association of College and University Business Officers) that BOV need to be aware of.
	President Hemphill and his staff do an excellent job at keeping board members informed in all business aspects of the organization so that we can make the best decisions possible
	Again, I feel informed in recent months. However, there is clearly more to learn about ODU's infrastructure and financial position.

Board Experience and Service - Please indicate to what extent you agree with the following statements:												
	Strongly Agree		Agree		Neutral		Disagree		Strongly Disagree		Total	Total Percent
N=13 4.74/5.00	N	%	N	%	N	%	N	%	N	%		
(1) I am fulfilling my responsibilities as a Board member **(4.69)**	9	69.2%	4	30.8%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(2) I come prepared to Board meetings, having read the supporting materials in advance **(4.69)**	9	69.2%	4	30.8%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(3) I consistingly participate in discussions during regularly scheduled Board meetings **(4.77)**	10	76.9%	3	23.1%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(4) I consistently participate in discussions during all my regularly scheduled specific committee meeting **(4.77)**	10	76.9%	3	23.1%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(5) I feel that the Board engages in robust discussions when exploring ideas or solutions **(4.46**)	7	53.8%	5	38.5%	1	7.7%	0	0.0%	0	0.0%	13	100.0%
(6) I have attended other functions and/or otherwise partcipated in ODU activities and events **(4.54)**	7	53.8%	6	46.2%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(7) I feel that the current demands on my time from the Board and ODU are appropriate **(4.38)**	7	53.8%	5	38.5%	0	0.0%	1	7.7%	0	0.0%	13	100.0%
(8) I have good rapport with my fellow Board members **(4.77)**	11	84.6%	1	7.7%	1	7.7%	0	0.0%	0	0.0%	13	100.0%
(9) I am comfortable expressing my opinions during Board meetings **(5.00)**	13	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(10) I feel that Board leadership is approachable and available **(5.00)**	13	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(11) I am comfortable providing the President with counsel and support **(5.00)**	13	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	13	100.0%

(12) I feel that my interests, skills, and background are utilized effectively as a Board member **(4.85)**	11	84.6%	2	15.4%	0	0.0%	0	0.0%	0	0.0%	13	100.0%

Question(s):

(1) Please provide comments or suggestions related to your Board experience and service

Responses: 8	N/A
	N/A
	N/A
	I enjoy sitting on this board.
	Needs to be a more systematic approach to assigning chairs of committees based on board tenure.
	I think that the Board is a very professional and collegial group who work well as a team and with the President and his staff. I also believe we each are committed to doing our best work as board members for the benefit of the institution.
	Great board. Great group of folks working to make ODU better.
	N/A

Committee Meetings - Please indicate to what extent you agree with the following statements:												
	Strongly Agree		Agree		Neutral		Disagree		Strongly Disagree		Total	Total Percent
N=13 4.52/5.00	N	%	N	%	N	%	N	%	N	%		
(1) I consider Committee meetings to be well organized (e.g., agenda, materials, presentations) **(4.85)**	11	84.6%	2	15.4%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(2) I consider Committee meetings to be run effectively (well-managed by chair and management staff) **(4.85)**	11	84.6%	2	15.4%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(3) I feel that the Board focuses on strategic issues over operational and administrative matters **(4.00)**	4	30.8%	6	46.2%	2	15.4%	1	7.7%	0	0.0%	13	100.0%
(4) I feel that Committee time is generally well spent **(4.38)**	5	38.5%	8	61.5%	0	0.0%	0	0.0%	0	0.0%	13	100.0%

Question(s):

(1) What could be done to make a particular committee more effective? Please specify the committee's names(s)

Responses: 6	All committees have improved. Happy to see the progress with marketing subcommittee
	N/A
	N/A
	N/A
	N/A
	Because of timing, it is impossible to attend all committee meetings. It might be nice to have issues highlighted for the full board after committee meetings, when appropriate.

(2) Has the two-day board meeting model implemented this past year improved the performance of the committees, and if so, how?

Responses: 11	N/A
	Given us a background to go forward with the President in his plans and aspirations for the University.
	Yes. More conversation on strategic issues of importance.
	Allows for more time to be spent as needed on issues that are timely.
	I believe this has helped with performance and efficiency. It also has helped with communication and team work between all board members.
	N/A
	The virtual committee meetings were very effective. The current two-day model still needs work.
	I believe the two-day model is working well. We are finally having more strategic discussions.
	Yes, I think this has greatly improved the rapport among the board members and hope that we continue this process.
	We're not rushed.
	Yes, I believe we have more time for discussion and education.

(3) Are there any other suggestions or comments about specific committee performance that you would like to provide?	
Responses: 6	N/A
	Would like for presenters to not read their slides. Doing so especially when the members have not received them in advance is a poor use ofour meeting time and diminishes the board's ability to have thought about these and to bring their best ability to discuss and advise.
	N/A
	None
	I just want to comment that, as a chair of two committees (Governance and Audit and Compliance) that the staff work provided to me is superb and I could not effectively chair these two committees without it. I want to particularly mention Donna Meeks and Amanda Skaggs.
	N/A

Board Performance - Please indicate to what extent you agree with the following statements:												
	Strongly Agree		Agree		Neutral		Disagree		Strongly Disagree		Total	Total Percent
N=13 4.58/5.00	N	%	N	%	N	%	N	%	N	%		
(1) The Board serves as a sounding board and thought partner to the President **(4.62)**	8	61.5%	5	38.5%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(2) The Board understands the institution's business model and ensures its adequacy for the future **(4.38)**	6	46.2%	6	46.2%	1	7.7%	0	0.0%	0	0.0%	13	100.0%
(3) The Board ensures that the administration involves the Board on high-profile issues that present significant risk to the institution **(4.69)**	9	69.2%	4	30.8%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(4) The Board establishes appropriate committees to accomplish the Board's goals **(4.62)**	8	61.5%	5	38.5%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(5) The Board promotes trust among Board members through a culture based on openness and respect **(4.85)**	11	84.6%	2	15.4%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(6) The Board focuses its time on issues of greatest consequence to the institution **(4.85)**	11	84.6%	2	15.4%	0	0.0%	0	0.0%	0	0.0%	13	100.0%
(7) The Board has sufficient opportunities for overall development **(4.08)**	4	30.8%	6	46.2%	3	23.1%	0	0.0%	0	0.0%	13	100.0%

Question(s):	
(1) Has the two-day board meeting model implemented this past year improved the performance of the Board, and if so, how?	
Responses: 12	N/A
	Got the board thinking about strategic issues re our future
	Yes. More engagement from Board members.
	Definitely. There ae less time constraints on discussion of issues of importance.
	Yes, I believe it gives board members the ability to attend other committee meetings which in the long run is very helpful to the overall operation.
	N/A
	Not yet. The model still needs work.
	More time for discussion and informal interaction with other Board members.
	I believe our new President is doing well to establish more social opportunities with BOV members which is helping to build our trust between board members.
	Yes as it enables more time to discuss issues important for decision making. Additionally it fosters teamwork.
	Same as I said before; we're not rushed.
	Allows for more in-depth explanation of issues and discussion as needed.
(2) Please provide comments or suggestions related to Board Performance.	
Responses: 7	Question 7 in this section reads weird. Not sure if I answered it correctly.
	N/A
	N/A
	See Number 8.
	I think my board performance would be enhanced if I could become more engaged with students.
	I think the board is well informed and acts professionally as a team to ensure the greatest overall benefits for the ODU organization.
	N/A

General Comments	
(1) In what ways have you found your role as a Board member stimulating or rewarding?	
Responses: 12	Being along the journey to shape an make history with hiring a new President.
	This is not about me, but about ODU, but certainly has opened my eyes about higher education and the role of the university in HR and its people.
	It's a privilege to be part of something as important to this community as ODU.
	Being involved with a University that is on such an upward trajectory is very rewarding. Also having any involvemnt with ODU as it has navigated the pandemic successfully has been rewarding
	I find my role very stimulating and rewarding. I have found my role in the EVMS process quite interesting and ultimately understand what a game changer this will be both for the community and the institutions. The change in leadership has created a new energy and will ultimately lead to new ideas and programs.
	N/A
	My time has allowed me to see what an asset ODU really is to Hampton Roads especially its impact on the economy. Norfolk and the other cities should value the institution more. With improvements in marketing this may happen.
	The subjects we discuss, the challenges we've faced, being on the Search Committee.
	Serving on the selection committee for the new president was rewarding and provided me personal insight to many aspects and perceptions of ODU.
	As someone with two degrees from ODU, I am very thankful and humbled to be part of the BOV and work with both impressive and well-informed Board colleagues as well as a superb university president and staff. I feel I do bring a certain skill set as a board member that is valuable and I am very heppy to be in a position to do so. Plus, I truly enjoy my role.
	Learning more about the inner workings of the University and higher education, and usig that to make ODU the best it can be for all.
	It has been very interesting to learn about issues affecting higher education and their impact on ODU. Very helpful in the decision-making process.
(2) What do you consider your primary, non-financial personal contribution to the work of the Board during this past year?	
Responses: 12	Being on the Presidential search committee.
	Bringing my experiences and knowledge to the Board. I do believe that my perspective is needed and respected.
	Hopefully, my term as Rector
	Staying current on higher education trends and current topics that could impact ODU is one of the ways I contribute.
	I would say there are two areas; serving on the presidential selection committee and as the chair for the newly formed governance committee. We have taken on the sometimes tedious but very important task of updating bylaws and policies and will help guide the actions of the board going forward and this has been very rewarding.
	Assisting with choosing our outstanding new University president.
	My experience in the community.
	To ask questions and bring a new perspective to questions before the board
	Contributions on issues of strategic importance.
	Being able to apply my background and knowledge in any manner that has been helpful.
	EVMS, On-Line transformation, Willingness to do more.
	N/A
(3) Do you have any goals for the next 12 months in terms of your role as a member of the Board, and if so, what are they?	
Responses: 12	Yes!
	I would like to assist with marketing efforts in the community.
	Doing anything I can to support our terrific President who has definitely "hit the ground running" and already accomplished so much.
	My main goal is to provide the necessary support and guidance to make President Hemphill successful during his first years at ODU.
	Finish updating the bylaws and policies and participating in discussion regarding the next 5 year strategic plan.
	My term ends soon. My goal is to not cry at my final meeting.
	N/A
	Address the students who do not finish: why not and how can ODU enhance the value of education even if 4 year degree is not completed. We have more non-graduated former students than graduated alumni. What do they and the community get for the investment of time and money? Would more finish if there were intermediate certificates? And what has happened to them. Do we do exit interviews with a sample or 5 year followups?
	Learn more detail about ODU finances.
	Just to be able to assist in any way needed to assist the President and university.
	I would like to be a member of the Exec. Committee
	N/A

(4) What do you wish you had known when you were first appointed to the Board	
Responses: 9	The amount of data and information provided
	I was well informed of the expectations.
	N/A
	How to better navigate not being local.
	I wish had known more about ODU's strategic plan.
	N/A
	N/A
	N/A
	Nothing comes to mind
(5) What area(s) would you like to learn more about in the coming year?	
Responses: 10	Alumni opportunities and how we can tap more into getting them to support ODU more. We've implemented new programs and are headed in the right direction, just want to know more at some point.
	The partnership with NSU, EVMS and Sentara.
	The new Strategic Plan
	I think one of the most exciting things is the work ODU is doing in the field of medicine and public health. I look forward to learning more about these plans as they evolve.
	I just want to watch the board and the University continue to grow and do big things.
	Online learning, international programs, efforts to increase diversity in the tenured faculty ranks, mental health issues student are confronting.
	Our maritime connection.
	Details on issues of importance to student, faculty and cabinet members.
	Finance , Real Estate masterplan
	N/A
(6) What can the University do to make your experience more fulfilling?	
Responses: 10	ODU is great! The board involvement continues to take more time commitment year after year.
	All is good.
	Keep up the great work!
	I can't think of anything.
	Nothing. My experience has been amazing.
	N/A
	N/A
	Good as is.
	I am happy with the present experience, a lot of positive things going on. Very exciting time.
	N/A
(7) What is the one thing most important to you that we could change to improve how our Board operates?	
Responses: 10	I really liked the one day board meetings and realize we may need two day meetings occasionally. I hope there can be a balance of both in the future.
	I would like to see the two day model for board meetings either improved or go back to the old way.
	Perhaps sending the minutes of the Executive Committee meetings to the BOV members when they are available so that the full Board is informed about whaat was discussed.
	I think all efforts are being made to make meetings run as smoothly as possible and this despite the pandemic. I think the two-day approach to meetings, and keeping to this kind of schedule that enables informal discussion among board members to continue to foster teamwork is a critical component going forward.
	If possible, find a way to do more informal "team building" type events so we could really get to learn and know one another on a more personal level.
	N/A
	As above bring the board up to speed before the meeting begins
	Continued greater emphasis on strategic issues.
	Figure out a legal way to expedite the votes. I understand why we have to do it the way we do, but maybe explore a way to change the process
	N/A

(8) What would you like to tell us that we have not asked?	
Responses: 11	ODU continues to impress me!
	How can be become more engaged with the students and faculty. They are the reason we do this.
	Nothing. Very well done.
	N/A
	Nothing.
	N/A
	N/A
	Nothing.
	I think President Hemphill has had a very successful initial year.
	Think most have been covered
	N/A
(9) Please provide suggestions or comments about the survey itself.	
Responses: 8	Good survey
	This was easy to complete. That is a good thing!
	I just hope all board members fill it out!
	Thorough survey.
	Very good survey.
	N/A
	Very good. No suggested improvements.
	N/A

BYLAWS
OF THE OLD DOMINION UNIVERSITY
BOARD OF VISITORS

ARTICLE IV
Committees

§ 4.02. Standing Committees. In addition to the Executive Committee, the standing committees of the Board shall consist of the Academic and Research Advancement Committee, Administration and Finance Committee, Athletics Committee, Audit, Compliance and Human Resources Committee, Governance Committee, Student Enhancement and Engagement and Digital Learning Committee, and University Advancement and University Communications Committee. The chairs and members of the standing committees shall be appointed by the Rector, after consultation with the parties involved, and shall serve until their successors have been duly appointed. The Rector should consider rotating board members through various committees and leadership positions to plan for board officer succession. All members may be reappointed from year to year. Board members shall typically serve on two or more standing committees. Standing Committee chair vacancies (versus temporary absences) may be filled at any time by appointment of the Rector. A quorum of each of the standing committees shall consist of three voting Visitors who are committee members. The Rector and Vice Rector are deemed committee members for all purposes, including a quorum. The agenda for each regular Board meeting shall include reports by committees to the Board. Unless otherwise specifically provided by the Board, decisions/ recommendations of standing committees (except decisions by the Academic and Research Advancement Committee on review of negative tenure decisions) are advisory and must be ratified and approved by the Board of Visitors.

(d) Audit, Compliance, and Human Resources Committee. The Audit, Compliance, and Human Resources Committee helps the Board fulfill its financial oversight and compliance responsibilities. The Committee is responsible for (1) oversight of financial reporting and financial statement matters and any critical accounting and reporting issues; (2) reviewing annually the audited financial statements with external auditors, determining that the administration has been open and has acted in good faith in connection with the audit; (3) oversight of the internal audit function, including receiving reports and approval of the annual audit plan; ~~and~~ (4) reviewing matters of compliance related to the University's human capital infrastructure; and (5) oversight of the University compliance function. Members of the Audit, ~~and~~ Compliance and Human Resources Committee should have some basic knowledge of generally-accepted accounting procedures and financial reporting and controls. Committee members should also have a basic knowledge of human resource management. The Committee may also receive reports from the Chief Audit Executive on matters of economy, efficiency and effectiveness of operations and internal controls and from the Vice President for Administration and Finance on matters of compliance.

(f) Student Enhancement and Engagement and Digital Learning Committee. The Student Enhancement and Engagement and Digital Learning Committee supports the Board's responsibilities for ensuring student quality of life and fiscal affordability, online education experience, and enrollment~~, government relations, and communication and marketing~~. The

Committee is responsible for making recommendations to the Board on matters and policies pertaining to students and shall continuously assess and appraise the quality of student life. It shall review policies relating to student rights, responsibilities, conduct, and discipline~~, including matters related to the student honor system~~. The Committee shall consider issues concerning student organizations and their funding, extracurricular activities (including intramural athletics), and matters related to student government and appropriate student participation in University governance by all types of students and on student recruitment and admissions criteria and policies. ~~The Committee annually recommends to the Board the appointment of the student representatives to the Board, the State Council of Higher Education's Student Advisory Committee, and the Student Engagement & Enrollment Services Leadership Council (Board Policy 1104).~~

(g) University Advancement and University Communications Committee. The University Advancement and University Communications Committee supports the Board's responsibility for relations with affiliated foundations and is responsible for making recommendations to the Board on matters and policies pertaining to the University's fund raising, community relations, ~~and~~ alumni activities, marketing and communications, and branding. The Committee recommends to the board the naming of anything associated with the University, including, but not limited to, academic colleges, buildings, building spaces or areas in recognition of benefactors in affiliation with University Advancement (Board Policy 1810).

ARTICLE VI
Board Officers

§ 6.01. Officers Elected from the Board. The officers to be elected from the members of the Board of Visitors shall be the Rector, Vice Rector, and Secretary. In accordance with Va. Code § 23.1-1300 J, The Rector or Vice Rector shall be a Virginia resident. Officers must have more than one year remaining in their terms of appointment or be eligible for reappointment. At the annual meeting in June of even numbered years, the Board shall elect its officers from its own body (Va. Code §23.1-2002.C). Newly elected officers shall take office on July 1 and shall serve for a term of two years, or until their successors have been elected. Officers must be elected by an affirmative vote of at least nine voting members of the Board. Officers may not hold the same office for more than one term. For purposes of the preceding sentence, service of a partial term of one year or less shall not be considered. In the nomination and election of the Vice Rector, the Board should integrate the principles associated with succession planning into the process. Additionally, the Rector will incorporate a development plan for the newly elected Vice Rector to be prepare him or her for succession.

NUMBER: 1003

TITLE: The University's Name and Identification

APPROVED: June 19, 1986; Revised October 16, 1986; Revised June 14, 2012

1. Name

As provided by statute, the name of the university is Old Dominion University.

The name of the university shall not be used in the name of any other corporation, association, organization or other entity or used in any other way so as to identify the university with the aims, policies, programs, products, or opinions of any other entity or its members, without the express authority of the president.

The name of the university shall not be used to align the university with any political, economic, social, or cultural cause or for any private commercial or promotional advertising purposes whatsoever without express authority from the president.

2. Seal

The seal of the university shall be as follows:

The central portion of the seal is a modified and simplified version of the Stuart arms, royal arms of the Stuart rulers of England at the time Virginia became known as the Old Dominion. Included therein are the shields of the kingdoms of England, Scotland, Ireland, and France, the last of which England still claimed at the time. Over this is placed the coat of arms of The College of William and Mary, granted by the Herald's College in 1694, to indicate the origin of the university. Within concentric circles around the shields are the name of the institution and the date of its founding as follows: "Old Dominion University 1930."

The university seal will be used for official university business where traditional imagery is appropriate or as otherwise deemed appropriate by the president.

3. Flag

The flag of the university has a royal blue background, with the seal of the university in color in the center. The proportion of the length of the flag to the width is 3 to 2, and the proportion of the width of the flag to the diameter of the seal is 2 to 1. If a fringe is used, it shall be gold and shall be 1/20th of the length of the flag.

The president shall be responsible for establishing policies governing the display of the flag.

4. Colors

The university colors are blue (PMS 540) and silver and were selected to be highly distinctive and unique to Old Dominion University. In applications where silver may not be used, grey (PMS 430) should be substituted.

Color Palette
In addition to Old Dominion University's blue and silver school colors, the ODU brand employs ~~six~~ 16 additional colors. These vibrant tones were chosen for their youthful feel and because they retain a sense of energy at lower opacities. They are: PMS 7545, PMS 286, PMS 2736, PMS 303 ~~PMS Orange 021~~, PMS 5295, PMS 285, PMS 2728, PMS 308, PMS 649, PMS 284, PMS 2925, PMS 3145, PMS 5315, PMS 310, PMS 326 and PMS 283. ~~PMS 369, PMS 283, PMS 110, PMS 7427 and PMS Violet.~~

The president shall be responsible for establishing policies governing the use and application of the university colors.

5. Logo and Signature

Two components make up the ODU signature: the word mark and the logo. The word mark is rendered in the Beaufort Bold font (caps and small caps). The crown is a fresh expression of the qualities of prestige and leadership.

~~The ODU signature can be used with or without the tagline.~~ When presented in full color, the signature employs the school colors PMS 540 (blue) and PMS 430 (gray). ~~The tagline is PMS 540.~~ When presented in a single color, 10% black or 100% PMS 540 is used to maintain the dimension of the signature. When reversed, the background must be a dark value so that the signature is clearly read – 100% black or PMS 540 is preferred.

~~The University tagline, 'Idea Fusion," is rendered in two weights of the font Geometric 415: "Idea" in medium, all caps, and "Fusion" in black, all, caps. In full color "Idea Fusion" is PMS 540.~~

The president shall be responsible for establishing policies governing the use and application of the university's logo and signature.

NUMBER: 1418

TITLE: Priority Preregistration for Active Duty, Veterans, Reservists and Virginia National Guard Service Members

APPROVED: April 24, 2014; **Revised, no revisions recommended**

Virginia Code § 23.1-904 C states:

> The governing board of each public institution of higher education shall, in accordance with guidelines developed by the State Council of Higher Education for Virginia, implement policies that recognize the scheduling difficulties and obligations encountered by active-duty members of the United States armed forces.

The State Council of Higher Education for Virginia in consultation with the Military Education Advisory Committee (MEAC) has issued guidelines that require state colleges and universities to establish course registration policies that provide reasonable accommodation to students who are active-duty military members, veterans, reservists and Virginia National Guard members.

Old Dominion University wishes to facilitate priority preregistration for currently enrolled, degree-seeking military students according to the following procedures:

- Priority preregistration will begin no sooner than Monday of the first week of preregistration provided documentation has been received and approved in the Office of the University Registrar.

- Preregistration will be based on the student's class standing (senior, junior, sophomore, freshman) and will permit the student to participate during the earliest registration time slot for his or her class. Time tickets will be assigned using rules to assign the appropriate time slot. All graduate students are invited to register on the first day of preregistration.

To qualify for priority preregistration:

- Active Duty, Reservist and National Guard students must provide proof of current active-duty status to the Office of the University Registrar prior to preregistration each semester. With valid Military ID, students will be granted a priority registration time slot.

- Veterans receiving federal VA educational benefits to include but not limited to Chapter 30, Chapter 31, Chapter 32, Chapter 33, Chapter 1606 and Chapter 1607 will automatically receive priority preregistration if benefits have been received at Old Dominion University during the current semester (for example, priority preregistration will be granted if the student has submitted the benefits certification form for the spring semester and wishes to preregister for the fall semester).

    - GI Bill benefits recipients who have submitted the Veterans Clearance form to the Office of the University Registrar by the deadline will be granted a priority window registration time slot. The VA Clearance Form is available at: https://www.odu.edu/registrar/forms.

- Veterans who do not use federal VA educational benefits must provide a copy of the DD214, retired military identification card or the DMV issued veteran card.

- In order to participate in priority preregistration, students who are qualified must self-identify as indicated and provide requested documentation by the following deadlines:

    - Fall preregistration: March 15
      Generally, fall preregistration will begin no later than the second week of April for currently enrolled degree seeking students.

    - Spring/Summer preregistration: October 15
      Generally, spring preregistration will begin no later than the second week of November for currently enrolled degree seeking students. Summer preregistration is ongoing and concurrent with spring preregistration.

All students must have been advised, have no restrictive holds on the student account and be otherwise eligible to register in order to participate in preregistration. First semester students may register during their orientation date.

Documents should be mailed or delivered to the Veterans Affairs Certification Team, Office of the University Registrar, 1009 Rollins Hall, Norfolk, VA 23529 or faxed to 757-683-5357. They can also be mailed to vaservices@odu.edu. The VA Certification Team is responsible for all requests regarding priority preregistration.

Communication about the priority preregistration process will be published in the University Catalogs, available online on the Veterans Services website and through direct communication via email to the ODU email address to all currently qualified and enrolled students.

Staff in the Office of the University Registrar, Military Connections Center and the Office of Admissions will be trained to communicate the policy to students who may be qualified for this benefit.

NUMBER: 1461

TITLE: Declaration of a State of Bona Fide Financial Exigency or Severe Financial Difficulty

APPROVED: November 15, 1990; **Reviewed, no revisions recommended**

A. Purpose

The fiscal integrity of the university is the ultimate responsibility of the Board of Visitors. To that end, the administration, represented by the president, has the obligation to ensure that the scope of the mission of the university is adjusted to fit within its financial ability.

B. Definitions:

Bona fide financial exigency means one or more circumstances which, if left unattended, could result in the financial insolvency of the university.

Severe financial difficulty means one or more circumstances which, if left unattended, could result in a budget shortfall of serious proportion, but less than the financial insolvency of the university.

C. Recommendation of Financial Assessment:

Upon the recommendation of the president that one or more circumstances exist which if left unattended could threaten the financial integrity of the university, the Board of Visitors shall assess the financial condition of the university.

D. Financial Assessment:

The Board of Visitors shall assess the financial condition of the university, by a manner and means of its choice, to determine whether there exists a condition of bona fide financial exigency, severe financial difficulty, or neither. The Board's findings shall be concluded by an appropriate resolution.

E. Board Direction and Action:

In the event the Board determines that neither a bona fide financial exigency nor a condition of severe financial difficulty exists, it shall refer the matter back to the president for reconsideration and further recommendation.

In the event the Board determines that either a Bona Fide Financial Exigency or a condition of Severe Financial Difficulty exists, it shall direct the president to prepare an institutional plan to rectify the financial condition of the institution. The president shall prepare an institutional plan as expeditiously as circumstances allow, consistent with Board and university policy.

Upon completion of the planning process, the president shall present the plan to the rector, who shall promptly present the plan to the Board of Visitors either at its next regularly scheduled meeting or at a special meeting, as he/she shall deem appropriate under the circumstances.

The Board of Visitors shall either accept, modify, or reject the president's plan as it, in the exercise of its authority, deems to be in the best interests of the university.

NUMBER: 1540

TITLE: Notification of Parents of Tax-Dependent Students in Instances of Psychological Emergency

APPROVED: June 13, 2008; Revised June 12, 2014; Revised November 29, 2022

WHEREAS, Virginia Code ~~23.1-1303 (5)~~23.1-1303 (5) provides notice under certain circumstances to the parents of a dependent student receiving mental health treatment at a state college or university student health or counseling center; and

WHEREAS, the Virginia Code specifically requires a parent of a dependent student be notified when there exists a substantial likelihood that, as a result of mental illness the student will, in the near future, (i) cause serious physical harm to self or others as evidenced by recent behavior or any other relevant information or (ii) suffer serious harm due to the student's lack of capacity to protect from self-harm or to provide for the student's own basic human needs; and

WHEREAS, the Virginia Code allows such notification to be withheld if the student's treating physician or treating clinical psychologist has made a part of the student's record a written statement that, in the exercise of the physician or clinical psychologist's professional judgment, the notification would be reasonably likely to cause substantial harm to the student or another person; and

WHEREAS, the Virginia Code requires that the governing boards of each institution shall establish the policies and procedures necessary to comply with the legislation;

RESOLVED, the Board of Visitors of the Old Dominion University hereby affirms as University policy the aforesaid parental notification requirement which shall be implemented as follows:

1. The University's Office of Counseling Services or Student Health Services shall notify promptly the ~~Office~~ Vice President of Student Engagement & Enrollment Services or designee whenever the office treats a student who meets the criteria for parental notification under this legislation; and

2. The ~~Office~~ Division of Student Engagement and Enrollment Services shall be primarily responsible for contacting the parent of any such dependent student as required by state law and documenting such notification as appropriate under the circumstances. The foregoing general procedure is subject at all times to the authority and direction of the University's Vice President for Student Engagement and Enrollment Services or officer designated by the Vice President to approve notification by such other University office or personnel as may be necessary or appropriate under the circumstances.

NUMBER: 1541

TITLE: Implementation of Policies Addressing the Needs of Potentially Suicidal Students

APPROVED: June 13, 2008; Revised June 12, 2014; Revised November 29, 2022

WHEREAS, Virginia Code § ~~23-9.2:8~~23.1-802 requires the governing boards of each public institution of higher education to develop and implement policies that advise students, faculty, and staff, including residence hall staff, of the proper procedures for identifying and addressing the needs of students exhibiting suicidal tendencies or behavior; and

WHEREAS, Virginia Code § ~~23-9.2:8~~23.1-802 prohibits each institution from establishing policies that penalize or expel any student solely for attempting to commit suicide or seeking mental health treatment for suicidal thoughts or behaviors; and

WHEREAS, Virginia Code § ~~23-9.2:8~~23.1-802 permits each institution to establish policies and procedures for appropriately dealing with students who are a danger to themselves, or to others, and whose behavior is disruptive to the academic community;

RESOLVED, the Board of Visitors of the Old Dominion University approves the following to comply with Virginia Code § ~~23-9.2:8~~23.1-802; specifically:

1. The University's Office of Counseling Services shall continue to educate the University community, including Residence Life staff, regarding the manifestations of depression and risk of suicide; and

2. The University's Office of Counseling Services shall continue its comprehensive clinical assessment and treatment of students at risk of suicide; and

3. The University's Office of Counseling Services shall continue its professional education of its own staff and mental health trainees regarding the assessment and treatment of students at high risk of suicide; and

RESOLVED FURTHER, the Board approves the foregoing being subject at all times to the ongoing authority and responsibility of the University's Vice President for Student Engagement and Enrollment Services or officer designated by the Vice President to authorize any such improvements or revisions as may be desirable or necessary and in the best interests of the University and to report any material improvements or revisions to the Board of Visitors at its next scheduled meeting.

NUMBER: 1601

TITLE: Identity Theft Protection

APPROVED: December 5, 2008; Revised June 12, 2014

In accordance with the Fair Credit Reporting Act (FCRA) and the subsequent "Red Flags Rule" of 2007, the University is required to establish and maintain an Identity Theft Protection Program (hereinafter referred to as "Program") to detect, prevent and mitigate identity theft in connection with new and existing covered accounts.

Common red flags include:

- Receipt of Alerts or Notices of Dispute from a credit agency;
- Identification documents or cards that appear to be forged or altered;
- Identification documents or cards on which a person's photograph or physical description is not consistent with the person presenting the document;
- Inconsistencies in information among different documents presented;
- Presentation of identifying information that is inconsistent with information from other sources;
- Social security number presented that is the same as one given by another student or employee;
- Notice to the University of unauthorized student or employee account activity.

A. The University is a user of consumer reports and is required to have protections in place to prevent identity theft. The University conducts background checks of certain employment applicants. To prevent identity theft, review of the applications and related documentation should be thorough. ~~The review shall include review of documentation.~~ The University requires employees who view suspected altered documents, questionable documentation, or any irregularity in the information provided by applicants to bring it to the attention of supervisors.

A verified address is submitted to the consumer reporting agency providing background checks to the University. Verification of address may include but not be limited to the following:

1. Internal Sources such as Banner when available (i.e., applicant was a former student).
2. Official documents such as a driver's license and others.
3. Documents from third party sources such as utility bills, etc.
4. Any other reasonable means

In the event the University receives a Notice of Address Discrepancy or an alert from a credit reporting agency, the University shall confirm the address of the applicant to avoid potential identity theft. The University will notify the agency conducting the background check of the confirmation of the address.

In the event that significant doubt remains as to the identity of the applicant, the application process shall be terminated until such time that the discrepancy is cleared.

B. The University is a creditor in ~~many~~ transactions, including the Travel Card Program. The Board of Visitor's shall periodically review the methods used to open accounts to protect against identity theft. The University recognizes that the University needs to protect an account holder's identity. Each issuer of credit on behalf of the University will submit a written plan for preventing identity theft to the ~~Assistant~~ Associate Vice President for Finance/University Controller. The plan shall include means of detection of identity theft and verification of information on the credit application. The plan shall provide for employee training in the prevention of identity theft. The Associate Vice President for Finance/University Controller shall annually review credit application procedures. ~~The Assistant Vice President for Finance/University Controller shall annually review the application procedures and training programs to insure that safeguards from identity theft are in place. The Office of Information Technology Services shall annually review the procedures used to store personally identifiable information to protect information from improper use.~~

C. The University must provide protections to debit card users. Debit cards are defined as any card that allows a balance to decline and/or be refreshed for use in purchase transactions. The department responsible for the University debit card program shall ~~to~~ verify a change of address request within 30 days from the date of the request. ~~The University shall verify the change of address request~~ by e-mail to the debit card user's University e-mail address. The ~~Cardholder~~ debit card user shall promptly notify the University within three calendar days by return e-mail of an incorrect address change.

D. Each department or unit that conducts background checks, issues debit cards, or issues credit transactions is responsible for ensuring that staff are trained as necessary to effectively implement the Program and will annually review training programs. The Office of Information Technology Services shall annually review the procedures used to store personally identifiable information to protect information from improper use and training programs within each appropriate department or unit to ensure technology related guidance is accurate and up to date.

E. In any event in which circumstances rise to the level of suspicious activity, employees are directed to file a Suspicious Activity Report for Red Flags. The Associate Vice President for Finance/University Controller will determine if additional review or action is required and ensure notification to law enforcement as appropriate.

F. Related information: Old Dominion University Policy #3011 Identity Theft Protection (Red Flag) Program.

NUMBER: 1820

TITLE: The University Medal

APPROVED: February 10, 1977; Revised June 20, 1991; **Reviewed, no revisions recommended**

The university medal shall be a smaller version of the medallion of the presidential office to recognize distinguished friends of the university.

The university medal will be awarded only to individuals who, by their activities, have made a substantial contribution to the university or to society. Current employees of the university will not be eligible to receive the medal.

Nominations for recipients may come from diverse sources and must be presented in writing to the president. The president will select the recipient(s) after consultation with the rector of the Board of Visitors.

NUMBER: 1840

TITLE: Advisory Councils

APPROVED: August 14, 1975; Revised February 13, 1986; Revised August 27, 1987; Revised June 12, 2014

Old Dominion University's academic programs can benefit substantially from the advice, counsel, and support available from alumni and friends through advisory councils. The Board of Visitors encourages the development of such councils and authorizes the president of the university to establish advisory councils, where appropriate, for the university's colleges, schools, departments, and programs. The Board further authorizes the president to establish such policies and procedures governing the composition and operation of the councils as the president deems necessary and to appoint the members of the councils. Annually, by July 1, the president or designee shall report to the Universisty Advancement and University Communications ~~Institutional Advancement~~ Committee of the Board of Visitors the policies, procedures, and membership of the advisory councils which have been established.

NUMBER: 1104

TITLE: Representation to the Board of Visitors

APPROVED: June 14, 2002; Revised June 14, 2005; Revised September 14, 2021

SCHEDULED REVIEW DATE: September 2026

1. Student Representation

Pursuant to §23.1-1300H, *Code of Virginia*, "Members of Governing Boards; Removal; Terms; Nonvoting, Advisory Representatives; Residency," the Board establishes the following principles and regulations relating to the appointment and service of a Student Representative to the Board:

a. Status

The student shall be a non-voting, advisory representative to the Board and shall be excluded from any discussion of issues such as any recommendation or appeal concerning a specific faculty, staff, or administrative member's appointment, salary, promotion, grievance, disciplinary or tenure status, held in a closed meeting or may be excluded from discussion of other closed meeting matters at the discretion of the Rector or Committee Chair. The incumbent shall be a Non-Board Advisor to Board of Visitors Committees (§4,05 of the Board of Visitors Bylaws).

b. Term of Service

The term of service of the Student Board Representative and alternate representatives shall be one year, beginning on the May commencement date of each year. The Student Board Representative may be reappointed for no more than one additional consecutive term in accordance with the procedures contained in subparagraphs (c) through (e) of this section.

c. Eligibility

To be eligible to serve, a student must have successfully completed at least 15 semester hours of course work at Old Dominion and possess and maintain a cumulative grade point average of at least 3.0. He/she must be registered for at least six hours per semester during the regular academic year in which he/she serves.

d. Appointment

The Board shall appoint the Student Representative from among at least three candidates provided by a selection committee consisting of the Vice President for Student Engagement and Enrollment Services, a student appointed by the Student Engagement

and Traditions. At least one of the nominees normally should be an undergraduate student and one a graduate student. The Vice President for Student Engagement and Enrollment Services shall forward its nominees to the Student Enhancement and Engagement Committee with the April meeting agenda with approval of the President.

e. Application for Appointment and Selection

On 1 March of each year, the President or his/her designee will call for applications from students who wish to be considered for the student representative position. Applicants must submit a letter of application indicating why they wish to serve and the nature of their qualifications, a résumé, and three letters of recommendation. The selection committee shall interview the most outstanding candidates and recommend, via the President, at least three nominees to the Student Enhancement & Engagement Committee of the Board for its action at its regular Spring meeting. The Student Enhancement & Engagement Committee shall interview the finalists and make a recommendation to the entire Board for its action.

f. Alternate Representatives

Recognizing possible changes that occasionally might occur in student status or eligibility, the Board shall appoint a first and second alternate Student Board Representative, in ranked order, in addition to the primary appointee.

g. Removal

The Board may remove any Student Board Representative that it has appointed at any time by an affirmative vote of at least nine of its voting members. The remainder of the term shall be filled by one of the two alternate Student Board Representatives as recommended by the Student Advancement Committee and approved by the Board.

h. Responsibilities

The Student Board Representative shall participate in all Board activities, including standing and special committees to which he/she may have been appointed consistent with subparagraph a., above. The two alternate representatives shall serve as the State Council of Higher Education for Virginia (SCHEV) student representative and the representative to the Student Enhancement and Engagement Student Leadership Council as designated by the Board and are encouraged to attend those Board Standing Committee meetings as Non-Board Advisors (§4.05. of the Board of Visitors Bylaws) that are not attended by the Student Board Representative.

2. Faculty Representation

By resolution of the Board of Visitors on June 17, 2003, one faculty member shall serve as a non-voting representative to each of the following standing committees of the Board of Visitors: Academic and Research Advancement Committee, Administration and Finance Committee, Athletics Committee, Audit & Compliance Committee, Student Enhancement & Engagement

Committee, and University Advancement Committee. The faculty representatives will serve two-year terms and will participate in all public sessions of the Committees. The selection process shall be as follows:

a. On June 1 of each year, the Faculty Senate Executive Committee will provide the President a list of names of two possible candidates for each committee. The list will be drawn up taking into account the need for Board representation of colleges, disciplines, race, gender, and expertise. The list will include a brief biographical sketch of each candidate.

b. At the June meeting of the Board of Visitors, the President will present the list of possible candidates to the Academic and Research Advancement Committee which will, in closed session, select one candidate per committee to recommend to the Board. This recommendation will then be considered at the full Board meeting.