

DRAFT

**BOARD OF VISITORS FULL
BOARD MEETING
October 5, 2023
MINUTES**

1. Call to Order/Establish Quorum

Mr. Devon Henry, Rector, called the Norfolk State University Board of Visitors meeting to order at approximately 1:00 p.m.

A quorum was established with a 9-0 Roll Call vote. A list of individuals who joined the meeting is provided below.

Recommended approval of virtual participation for The Honorable James W. Dyke, Jr., Mr. Delbert Parks, and Mr. T. Michael Andrews. Each Board Member provided their reason for virtual participation. A motion was made by Mr. Conrad Hall and seconded by Mr. Dwayne Blake. The Board approved with a 9-0 roll call vote.

Participants – Board Members

Mr. Devon M. Henry, Rector
Mr. Dwayne B. Blake
Dr. Katrina Chase
Mr. BK Fulton
Mr. Conrad Hall
Mr. James Jamison
Dr. Harold Watkins, II
Mr. Gilbert Bland
Bishop Kim W. Brown, Secretary

Virtual Attendance - Board Members

The Honorable James W. Dyke, Jr.
Mr. Delbert Parks
Mr. T. Michael Andrews

Non-Participants – Absent Board Members

Mrs. Heidi Abbott

Participant – Student Representative to the Board

Mr. Zaykori Jones, SGA

Participant – Counsel

Ms. Pamela F. Boston, University Counsel and Senior Assistant Attorney General

BOARD OF VISITORS

Full Board Meeting

October 5, 2023

Page 2

Participants – NSU Administrators and Staff

Dr. Javaune Adams-Gaston, President

Dr. Justin L. Moses, Vice President for Operations and Chief Strategist for Institutional Effectiveness

Dr. DoVeanna Fulton, Provost/Vice President for Academic Affairs

Dr. Gerald Ellsworth Hunter, Vice President and Chief Financial Officer, Finance and Administration

Dr. Leonard E. Brown, Vice President, Student Affairs

Ms. Melody Webb, Athletics Director

Mr. Eric W. Claville, J.D., M.L.I.S., Executive Advisor to the President,
Governmental Relations

Mr. Clifford Porter, Vice President, University Advancement

Dr. Tanya S. White, Chief of Staff

Dr. Dawn Hess, Chief Compliance Officer

Mrs. Derika Burgess, Chief Audit Executive

Mrs. Kimberly Gaymon, Scheduler/Financial Services Specialist

Mr. Richard Law, Facilities Management

Dr. Aurelia T. Williams, Senior Vice Provost, Office of the Provost

Dr. Davida Williams, Director, Auxiliary Services

Mr. Anton Kashiri, Facilities

Ms. Stevalynn Adams, Assistant Vice President Communications and Marketing

Mr. Cornelius Graves, Research Innovation Foundation

Mr. Denis Jones, Executive Budget Director

Ms. Misti Goodson, University Advancement

Ms. Shana James, University Advancement

Ms. Michelle Hill, University Advancement

Ms. Crystal Square-Williams, University Advancement

Andrew Carrington, Assistant Vice President Finance and Administration

Dr. Derika Burgess, Internal Audit

Ms. Karla Amaya Gordon, Controller's Office

Mr. Christopher Stancil, OIT

Mr. Rasool Shabazz, OIT

Ms. Sher're Dozier, Clerk to the President for the Board of Visitors

1. Rector's Opening CommentsRector Devon Henry

Rector Henry expressed his gratitude for meeting with the Board of Visitors Members. Rector Henry also informed of his conversation with a student. The student was invited to attend a

BOARD OF VISITORS

Full Board Meeting

October 5, 2023

Page 3

Board of Visitors meeting. He highlighted on policies, tuition, and the relationships that is created with the President to help run the institution.

2. President's Opening Comments Dr. Adams-Gaston

Dr. Adams-Gaston expressed her gratitude and appreciation to the Board of Visitors Members, Cabinet, Extended Cabinet, Faculty, Staff, Executive Team, and Students. Dr. Adams-Gaston also highlighted that the number one factor is student success.

3. Welcome and Introduction of New Board Member..... Rector Devon Henry

Rector Henry highlighted two board members that have been reappointed, Bishop Kim Brown with an additional 4 years, and Mrs. Heidi Abbott. Newly appointed board member Mr. Michael Andrews was welcomed and introduced to the Board and individuals in the audience. Mr. Andrews provided an introduction and remarks.

Rector Henry introduced the new Faculty Representative Dr. Robert Perkins, who was unable to be present for the meeting. Zaykori Jones New Student Representative was introduced and provided the opportunity to give a brief biography.

4. Consent AgendaRecommend Approval of May 5, 2023, Board Meeting Minutes Rector Devon Henry

The Committee voted and unanimously approved with a 9-0 Roll Call Vote, the minutes for the May 5, 2023, Committee Meeting motioned by Mr. Blake and seconded by Mr. Chase.

5. Academic and Student Affairs Committee Update.....Mr. Parks, Chair

Mr. Delbert Parks, Chair expressed his appreciation to the Committee, and recognized Dr. Brown, Vice President of Student Affairs; Dr. Fulton, Provost, and Vice President for Academic Affairs; Dr. Mosses, Vice President for Operations and Chief Strategist for Institutional Effectiveness; and Ms. Melody Webb, Athletics Director; and Board Members.

Mr. Parks reviewed the prior Committee meeting and discussions that were held. Dr. Fulton provided a curriculum reform update. The hybrid model was also reviewed for General Education. Dr. Fulton's goal was to have something available for review in the May meeting for the new General Curriculum Reform. Optimizing scheduling for students was also highlighted which continues to progress. A Faculty workload initiative has been rolled out with the faculty for review, and will be discussed in the future. The SACS-COC

BOARD OF VISITORS

Full Board Meeting

October 5, 2023

Page 4

report was also addressed and the impact it has, which is currently being prepared. Enrollment update was provided; and reflecting a good status. An update on athletics, since the transition of Division 1, we have captured 52 Championships. We have a success rate of student athletes of 81 percent.

During the prior Committee meeting Dr. Brown, provided an update on the topic of “What Happens to Students after they Graduate?” Reflecting a good percentage of students are employed or in Graduate school. An update was provided for the Promise to Persist with Purpose program. Students are using the program of Timely Care counseling services which is available for mental health. A housing update was provided, and the use of hotels at this current time. Mr. Parks highlighted that Norfolk State University received the 2023 First Generation College Celebration Grant; and the University is recognized as a Military Friendly School.

Rector Henry, inquired of the Phase approach and proposed the question of which phase are we currently in? Dr. Fulton, Provost/Vice President for Academic Affairs; informed that we are in Phase 4, once further information is received there will be a Faculty-Wide meeting to review the recommendations. A deep assessment will also be conducted, with the process there will be information provided to the faculty in the next couple of months.

Dr. Fulton advised that there are two new degree programs that we are working on,
-Collaborative degree programs

- Doctorate in Social Work
- PHD in Educational Leadership

The question was proposed of any degrees in Hospitality or Maritime, Dr. Fulton informed that we do have a degree in Tourism Hospitality and partnering with the Naval Station Norfolk and Student Exchange Program.

Dr. Adams-Gaston informed that conversation has been held with the Shipyard and Maritime programs. There is a heavy focus on our Graduate Programs also.

Dr. Chase inquired about how we handle dealing with a loss amongst the students on campus. Dr. Brown informed of the protocols and immediate crisis response we have. Dean Marable is the Family Liaison.

Mr. Zaykori Jones, SGA; informed from a student perspective and extended their appreciation.

6. Audit, Risk and Compliance Committee Update..... Dr. Watkins II, Chair

Dr. Watkins II addressed the Violence Prevention Committee and Threat Assessment Team Policy. Dr. Hess indicated that the policy has been updated, due to the Virginia Code changing this summer.

Compliance was also discussed regarding the Utility Vehicle Golf Cart Administrative Policy. The policy will be used with all vehicles.

Mrs. Derika Burgess, Chief Audit Executive, provided an update on the Internal Audits. Some of the findings were reviewed for the root cause. Office of Sponsored Programs was also reviewed highlighting the Funding, Documentation, Agreements, and Training.

Mr. Porter informed of the current scholarship named after Jaharie George, which is available for contributions. Information will be provided to the Board.

7. Strategic Finance Committee Update..... Mr. Jamison, Chair

Mr. Jamison reviewed:

- FY 2022- Condensed Summary of Revenues and Expenses Budget.
- The Fall 2023 E&G Tuition Revenue Projection as of September 7,2023
- The Fall 2023 Out of State Capital Outlay Revenue Projection as of September 7,2023
- The Fall 2023 AW Mandatory Fee Revenue Projection as of September 7,2023

Dr. Hunter, Vice President and Chief Financial Officer, Finance and Administration; shared on August 29, 2023, a group of leadership team presented to NSU a six-year plan. A walkthrough of the institution's strategic position through an introduction and overview. The Athletic success was highlighted along with pillar programs. Ms. Melody Webb, Athletics Director; provided a brief overview.

Dr. Hunter addressed the challenges, ability to recruit, and retain; competitive salary and developments that are on the way in relation to the six-year plan.

Dr. Adams-Gaston, advised that the six-year plan is comprehensive to where we are trying to go as an institution. Richmond Times article "The Growth of Enrollment at HBCUs and the historic underfunding that they face" was received via email by Board Members.

The Honorable James Dyke, Jr. highlighted the importance of addressing the HBCUs Underfunding in Virginia.

Motioned by Mr. Conrad Hall, Seconded by The Honorable Mr. James Dyke, Jr., to approve the 2023 Six-Year Plan. With a 9-0 Roll Call vote, the Board unanimously agreed.

BOARD OF VISITORS

Full Board Meeting

October 5, 2023

Page 6

Mr. Claville reviewed the updates passed by the General Assembly on September 6, 2023. Two key Senate Seats, for the City of Norfolk and Virginia Beach were also recognized. Mr. Claville, discussed funding to address nursing shortage, which will be for faculty, resources that are needed in the Nursing program. Dr. Fulton also addressed funding, and competitiveness with salaries, and would like to increase the cohort of students that enter the program.

Dr. Justin L. Moses, Vice President for Operations and Chief Strategist for Institutional Effectiveness provided an update on Human Resources. Seeking a comprehensive automated HR tool, a system that will fit best for NSU. Also, would like engagement with vendors, to inquire about the needs for Norfolk State University.

Mr. Clifford Porter, Vice President, University Advancement introduced Mr. Cornelius Graves; as the Executive Director & CEO for Norfolk State University Research and Innovation Foundation. Mr. Porter highlighted two items in the Advancement Report.

- The campaign has gone especially well, with an increase in the goal
- In effort to honor the legacy of Norfolk State University, Former long time Tennis Coach Nat Warren, the committee wanted to name the current Tennis Courts “The Nat Warren Tennis Center.”

Motioned by Mr. Blake, Seconded by Mr. Fulton, approve to name the Norfolk State University Tennis Courts the Nat Warren Tennis Center. With a 8-0 Roll Call vote, the Board unanimously agreed.

8. Governance Committee Update..... Dr. Katrina Chase

Dr. Chase reviewed September 12, 2023 Governance Committee Meeting, and highlighted that the skill matrix was outdated, and the Committee will reach out to board members to review on ways to add to the board.

9. Public Comment-there was none.

10. The meeting was adjourned at approximately 3:20 p.m.

Respectfully submitted,

Sher're S. Dozier Clerk to the
University President for the Board of
Visitors

Bishop Kim Brown, Secretary
Board of Visitors

NORFOLK STATE UNIVERSITY BOARD OF VISITORS

ROLL CALL VOTE October 5, 2023

[illegible]