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A regular meeting of the Board of Visitors of Old Dominion University was held Friday, September 15, 2023, at 8:30 a.m. in the Kate and John R. Broderick Dining Commons on the Norfolk campus. Present from the Board:

R. Bruce Bradley, Rector

## **CALL TO ORDER**

The Rector called the meeting to order at 8:30 a.m. He called attention to the handouts related to the ODU EVMS merger that had been suggested at the retreat and thanked Ashley Schumaker for preparing these for the Board.

## **SPECIAL RECOGNITION**

Director of Athletics Wood Selig presented the NCAA Tournament, Sun Belt Conference Championship Men's Tennis Team. He introduced the coach and the players introduced themselves. The team presented the Rector with a signed ball and received congratulations from the President, Rector and the Board.

## **RECTOR'S REPORT**

The Rector remarked how impressed he is with the diversity of the student body, as exemplified by the members of the men's tennis team. At the retreat it was noted that ODU students come from 90 different countries. He thanked the President for the reception he and the First Lady hosted at the house last evening where Rob Broermann and Armistead Williams were recognized for their tenure on the Board. Yvonne Allmond, who was recognized at the June meeting, also attended; Pete Decker was unable to attend. Resolutions of Appreciation were presented and are ready for formal approval by the Board.

Upon a motion made by Mr. Mugler, and seconded by Ms. Kemper, the following resolutions were approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Mugler, Pitts, Wyatt*).

### **OLD DOMINION UNIVERSITY BOARD OF VISITORS**

#### **RESOLUTION OF APPRECIATION Robert A. Broermann '80 '83**

**WHEREAS**, Robert A. Broermann was appointed by Governor Ralph Northam to the Old

of Data Science; School of Supply Chain, Logistics, and Maritime Operations; and the Center for Telehealth Education and Research at the Virginia Beach Higher Education Center. The University also earned the Carnegie R1 research designation for the first time in its history; and

**WHEREAS**, the planning for Old Dominion University’s merger with Eastern Virginia Medical School to enhance health care, strengthen educational programs, bolster the workforce pipeline, and address health and economic disparities also began during Mr. Broermann’s tenure; and

**WHEREAS**, while his tenure on the Board is ending, his commitment to his *alma mater* endures, and he will be witness to transformational changes that began under his stewardship.

**THEREFORE, BE IT RESOLVED**, that the Board of Visitors of Old Dominion University expresses its gratitude to Robert A. Broermann for his years of service on the Board of Visitors of Old Dominion University.

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**OLD DOMINION UNIVERSITY  
BOARD OF VISITORS**

**RESOLUTION OF APPRECIATION  
Peter G. Decker, III ‘87**

**WHEREAS**, Peter G. Decker, III was appointed by Governor Ralph Northam to the Old Dominion University Board of Visitors on July 1, 2019; and

**WHEREAS**, Mr. Decker served on the Board’s Executive; Audit, Compliance, and Human Resources; Governance; and Student Enhancement and Engagement and Digital Learning Committees with caring and passionate leadership as Chair of the University Advancement and University Communications Committee; and

**WHEREAS**, Mr. Decker’s philanthropic expertise and enthusiasm guided the administration in the development, implementation, and continuing success of its \$500 million Capital Campaign; and

**WHEREAS**, during Mr. Decker’s tenure on the Board, the University began several new initiatives, including, but not limited to: *ODUGlobal*; School of Cybersecurity; Hampton Roads Biomedical Research Consortium; Institute for Coastal Adaptation and Resilience; School of Data Science; School of Supply Chain, Logistics, and Maritime Operations; and the Center for Telehealth Education and Research at the Virginia Beach Higher Education Center. The University also earned the Carnegie R1 research designation for the first time in its history; and

**WHEREAS**, the planning for Old Dominion University’s merger with Eastern Virginia Medical School to enhance health care, strengthen educational programs, bolster the workforce



establish this rule and include it in the Bylaws. Hearing no objection, a motion was properly made and seconded to establish this rule and include it in the Bylaws. The motion was approved by all members present and voting



As EVMS is one of the few remaining standalone medical schools in the country, we are excited by the opportunity to expand our available resources, expertise, and community reach, so that we can continue to innovate and lead the way in medical and health instruction. Recognizing this, we are confident that these most recent actions by the General Assembly and Governor Youngkin prioritize

with the Office of University Advancement to establish partnerships and sponsorship opportunities for the Monarch Food Pantry.

Mr. Vermani concluded his report by announcing that he will be participating in this year's Student Representative Network conference at James Madison University.

### **EDUCATIONAL MOMENT – TRENDS IN MENTAL HEALTH ON COLLEGE CAMPUSES**

Joy Himmel, Director of Counseling Services, provided an overview of trends in mental health on college campuses. She shared national data released by the National College of Health and the Healthy Minds Study, which indicate that 81% of college students say that mental health has impacted academics for 1-6+ days. Social engagement continues to be an issue, with 61% of students feeling isolated and lonely. Nationally, mental health symptoms have been declining; however, moderate/severe psychiatric distress and suicidal ideation was trending higher at ODU than the national average. ODU completed the last National College Health Assessment in 2021 and will complete it again next month.

More than three-quarters (76%) of bachelor's degree students who have considered dropping out in the past six months cite emotional stress as the reason, according to a Gallup-Lumina report released in April 2022. And more recently, in the spring of 2023, the National College Health Assessment found that stress, anxiety, and depression were the top three reasons students cited as impediments to academic success.

Dr. Himmel then shared data from ODU's Counseling Center for the 2021-22 and 2022-23 academic years. The Counseling Center saw 300 more students and had 1093 more appointments in 2022-2023, in large part due to increased staffing from five to ten counselors and a change to the model of care offering open access scheduling and same day appointments. She also shared

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by Arthur Brooks, who teaches a class on happiness at Harvard University, and Oprah Winfrey on how to find happiness



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Virginia Claire Covington</b> Lecturer, Department of STEM Education & Professional Studies	\$57,000	8/10/23	10 Mos

Ms. Covington received a Master of Library and Information Science from the University of South Carolina and a B.A. in Theater from Mary Washington College. Previously she worked in School Library Media at Broadway High School, Rockingham County Public Schools, Broadway, VA.

<b>Daniel L. Cunningham</b> Lecturer, Department of Philosophy & Religious Studies	\$55,566	8/10/23	10 Mos
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Dr. Cunningham received a Ph.D. and an M.A. in Philosophy from Villanova University and a B.A. in Philosophy and English from Vanderbilt University. Previously he was an Instructor in the Department of Philosophy at Villanova University.

<b>Mary E. Dalmida</b> Visiting Clinical Assistant Professor, School of Rehabilitation Sciences	\$73,500	7/25/23	10 Mos
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Dr. Dalmida received a D.P.T. from Old Dominion University and a B.S. in Exercise Sport and Health Education from Radford University. Previously she was an Adjunct Associate Professor at Old Dominion University and a Physical Therapist and Advanced Clinical Specialist at Sentara Princess Anne Physical Therapy.

**Madeline O. Mbnc** (4 o (et 7 a) pi) 12 6) 1 02 12 0 Tw 91 0 Td) 190 2 2750 02. Tw T(Ma) 4 (d) 8he) 2 6n U 17 BI



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Adam W. Hembree</b> Lecturer, English Language Center	\$53,000	7/10/23	10 Mos

Mr. Hembree received an M.S. in Information Sciences from the University of Tennessee, an M.A. in Applied Linguistics from Old Dominion University, and a B.A. in Spanish & Interdisciplinary Studies at Christopher Newport University. Previously he was a Lecturer of English as a Second Language at Old Dominion University.

<b>Jasmyn K. Jones</b> Lecturer, Department of Teaching & Learning	\$57,000	8/10/23	10 Mos
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Dr. Jones received a Ph.D. in Curriculum and Instruction from Old Dominion University, an M.Ed. in Curriculum and Instruction and an M.A. in Teaching, Elementary Education from North Carolina State University, and a B.S. in Speech Pathology and Audiology from Old Dominion University. Previously she was a Graduate Teaching Assistant, GTshe was, Gd. 6r84 (nd a)4aa (-4 (G)-1duate

Name and Rank

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Major's research concerns career development, leadership, diversity, work-family conflict,

Provost Agho introduced Betty Rose Facer, Master Lecturer of World Languages and Cultures, who gave a presentation on the Language Learning Center in the College of Arts and Letters. She described services and resources provided by the Center to enhance, support, and engage students, faculty, and members of the greater Hampton Roads community in the study of world languages and cultures. The goal of the Center is to improve speaking, listening, reading, and writing skills development supported by best

of Higher Education for Virginia), *the General Assembly, the Governor, and the Chairmen of the House Committee on Appropriations, the House Committee on Education, the Senate Committee on Education and Health, and the Senate Committee on Finance no later than July 1 of each odd-numbered year; and (iii) submit amendments to or an affirmation of that plan no later than July 1 of each even-numbered year or at any other time permitted by the Governor or General Assembly*"; and

**WHEREAS**, Old Dominion University prepared a six-year plan in accordance with the requirements of the Higher Education Opportunity Act of 2011 and guidelines provided by the State Council of Higher Education for Virginia; and

**WHEREAS**, the University submitted the six-year plan to the State Council of Higher Education for Virginia by the stated deadline of July 17, 2023, for the 2023 submission; and

**WHEREAS**, the 2023 Six-Year Plan must be approved by the Board of Visitors prior to final submission;

**THEREFORE, BE IT RESOLVED** the Old Dominion University Board of Visitors approves the Old Dominion University 2023 Six-Year Plan (Part I and Part II) as presented in the format provided by the State Council of Higher Education for Virginia; and

**BE IT FURTHER RESOLVED**, that the University-8 (a)0.9 (t)-12.4 Tw -37.143 -1.15 Td[ iv tYe

Internal Quality Assurance Improvement Program, which included FY2023 program results and confirmation of University Audit’s independence.

Open audit projects were shared with the Committee as well as the status of open audit issues since June 2023.

The Committee convened in closed session to discuss the performance of specific departments where such evaluation involved discussion of the performance of specific individuals.

After reconvening in open session, Ms. September Sanderlin, Vice President for Human Resources, Diversity, Equity, and Inclusion, presented on the annual workforce plan. She then presented the resolution to approve the Administrative and Professional Faculty appointments. The following resolution was brought forth as a recommendation of the Audit, Compliance, and Human Resources Committee and was approved by all members present and voting (*Allen, Bradley, Ellmer, Hill, Hodge, Kemper, Middleton, Mitchum, Montero, Mugler, Pitts, Wyatt*).

### 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>
<b>Evelyn Ashley</b> Senior Associate Vice President for Student Engagement Assistant Professor, Student Engagement and Enrollment Services <i>Exceptional Hire</i>	\$225,000	6/10/2023	12 mos

Dr. Evelyn Ashley holds a Ph.D. in Higher Education Administration from Bowling Green State University, a M.Ed. in Adult Learning and Development from Cleveland State University, and a B.A. in Exercise and Sport Science from Hamline University. Prior to her appointment with ODU, Dr. Ashley served as the Dean of Students at the University of Massachusetts Amherst, Associate Dean of Students & Director of Student Support, Advocacy, and Accountability with Southern Methodist University. While with Southern Methodist University, Dr. Ashley served as the Dean of Students ad Interim and Assistant Dean of Student Life & Director of Student Conduct and Community Standards. At Bowling Green State University, Dr. Ashley served as the Assistant to the Chair, Higher Education Administration (HIED) Program, Greek House Director, Alpha Chi Omega Sorority, and Student Discipline Practicum, Office of the Dean of Students.

Name and Rank

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Date

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**Gina Badolato**



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Hayden Cunningham</b> Transfer Success Advisor, Instructor, College of Science <i>Emergency Hire</i>	\$49,350	7/25/2023	12 mos

Hayden Cunningham holds a M.S. in Ed. from William & Mary School of Education and a B.S. in Applied Physics from Christopher Newport University. Mr. Cunningham brings experience as an Early Career Engagement Intern and as a STEM Career Advising Graduate Assistant in the Office of Career Development & Professional Engagement at William and Mary.

<b>Cierre Curtis</b> Junior Major Gift Officer, Assistant Instructor, Office of Development <i>Emergency Hire</i>	\$75,000	6/25/2023	12 mos
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Cierre Curtis holds a Bachelor of Science in Health, Physical Education, Recreation, Dance and Sports Management from Virginia State University. Prior to joining Old Dominion University, Ms. Curtis worked as a Junior Gift Officer for Virginia State University, an Admissions Representative/ Community Outreach for Centura College and a Long-Term Substitute Teacher in the Newport News Public School System.

<b>Kirk Dewyea</b> Associate Vice President for Administration, Instructor, Digital Learning <i>Exceptional Opportunity Hire</i>	\$180,000	8/10/2023	12 mos
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Kirk Dewyea has over 28 years of experience leading various Distance/Digital Learning areas. He has a Master of Science in Administration from Central Michigan University, and graduate certificate from Harvard University in Higher Education Administration. He previously served as Digital Learning Training and Assessment Director. He has also worked as a Regional Director for both in-state and all out-of-state locations, and Site Director at multiple locations. In the last year, he has been instrumental in leading and overseeing the complete restructuring of Digital Learning. He currently serves as co-lead for the Digital Learning functional group for the EVMS merger, working through the various processes that need to be addressed to merge online offerings in a smooth and effective manner. He has also provided the vision and collaborative planning for the University-wide adoption of Salesforce to help us provide seamless, high-quality service and support to students.

<b>Jason Dudley</b> Instructional Training Coordinator, Instructor, VMASC <i>Emergency Hire</i>	\$80,000	8/10/2023	12 mos
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Jason Dudley holds a Master of Science in Education with a Mathematics Specialist Endorsement from Old Dominion University and a Bachelor of Science in Christian Ministry with an emphasis in New Testament from Lee University in Cleveland, TN. Mr. Dudley has served as a Maritime Training Pipeline Development Coordinator from the VMAS Center in Suffolk, VA and as a Teacher at Lindsay Middle School in Hampton, VA.



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Ryan Fineman</b> Assistant Baseball Coach, Instructor, Intercollegiate Athletics <i>Exceptional Opportunity Hire</i>	\$50,000	8/10/2023	12 mos

Ryan Fineman holds a Master of Science in Sports, Sports Hospitality, and Law from the University of Alabama and a Bachelor of Science in Sports Management and Marketing from Indiana University, Bloomington. He brings prior experience as a Baseball Coach with Garciaparra Baseball in Manhattan Beach, CA and Assistant Coach & Recruiting Coordinator with Cipola College.

<b>Alexis George</b> Assistant Athletic Trainer, Instructor, Athletics	\$43,900	6/25/2023	12 mos
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Alexis E. George holds a Master of Athletic Training from Youngstown State University and a Bachelor of Science in Applied Science from Youngstown State University. She brings experience having served as Athletic Trainer for the ODU Field Hockey team, Appalachian State University Field Hockey team, and East High School Athletic Training Student with Youngstown City Schools.

<b>Rosa "Jacky" Gray</b> Digital Media Production Director, Instructor, Digital Learning <i>Exceptional Opportunity Hire</i>	\$90,000	8/10/2023	12 mos
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Rosa "Jacky" Gray holds an Advertising Degree from Universidad Catolica de Manizales in Colombia and a BFA Visual Design Degree from the Universidad de Caldas in Colombia. Rosa brings experience having served as the Director of Digital Media Production and Graphic Design Manager in Digital Innovation with Old Dominion University. She has worked as a Multimedia Designer at ODU and an Electronic Media Specialist at Hampton University.



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Deborah Howe</b> Assistant Vice President for Human Resources & Strategic Initiatives, Instructor, Department of Human Resources	\$170,000	8/10/2023	12 mos

Deborah Howe has a Master of Arts Degree in Human Resource Management and a Bachelor of Arts Degree in Liberal Studies with concentrations in Business and Communications from Marymount University. She has served as the Interim Chief Human Resources Officer (CHRO) at The College of William and Mary for the past year, where she also served as the Deputy CHRO. As a DHRM consultant, she provided human resource consultation to fifteen agencies and three universities in the areas of workforce planning, organizational design, policy administration,

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<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Rachel Lowery</b> Coordinator, Fitness & Wellness, Instructor, Recreation & Wellness <i>Emergency Hire</i>	\$44,100	8/21/2023	12 mos

Rachel Lowery received a Master of Public Health from Old Dominion University and a Bachelor of Science in Human Nutrition, Food, and Exercise from Virginia Tech. Since 2022, she has been the Fitness & Wellness Graduate Assistant at Old Dominion University.

<b>Kevin Muchiri</b> Assistant Director of Graduate Student and Alumni Programs, Assistant Professor, Student Engagement and Enrollment Services <i>Emergency Hire</i>	\$57,000	8/25/2023	12 mos
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Dr. Kevin Muchiri holds a Ph.D. in Engineering Management and Systems Engineering, a Master of Engineering Management and a Bachelor of Science in Business Administration all from Old Dominion University. He brings prior experience having served as a Student Success Advisor in the Batten College of Engineering and Technology, Graduate/Teaching Assistant at Old Dominion University, and Project Manager Trainer with Aeyon in Huntsville, AL.

<b>Neha Niphadkar</b> Data Analyst Manager, Instructor, Digital Learning	\$90,000	7/25/2023	12 mos
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Neha Suhas Niphadkar holds a MS in Computer Science from ODU, and a MA in Industrial and Organizational Psychology from the University of Mumbai, India. She brings experience in analytics roles, providing both front and back-end support, including extracting data, processing, preparing analysis, interpreting data, making strategic recommendations, and presenting to client/product teams. She is comfortable leading people to meet organizational goals. Neha has worked in Academic Affairs at ODU as a Data Analyst. She was previously a Data Analyst for MAP Communications, Inc. and a Research Assistant at ODU. She has also worked in Executive Human Resources for Cogencis Information Services Ltd and Cosmos Learning Services.

<b>Jennifer Palmer</b> Instructor, Early Care & Education Assistant Instructor, ODU Children's Learning & Research Center	\$45,000	8/10/2023	12 mos
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Jennifer Palmer holds a Bachelor of Arts in Sociology with a Concentration in Early Childhood Education from the University of Richmond. Ms. Palmer brings experiences having served as an English 6 and Reading Support Teacher at Azalea Gardens Middle School, English Teacher at Landstown High School, and Teacher at Larchmont United Methodist Preschool.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Jonathan Pierre</b> Strength and Conditioning Coach, Instructor, Intercollegiate Athletics <i>Emergency Hire</i>	\$47,250	8/28/2023	12 mos

Jonathan Pierre holds a Masters in Kinesiology from Southeastern University and a Bachelor of Arts in Sports Management with a Triple-Minor in Business Administration, Strength and Conditioning, and Athletic Coaching from Alderson Broddus University. Prior to joining Old Dominion University, Mr. Pierre served as the Assistant Strength & Conditioning Coach at Florida Atlantic University, Assistant Sport Performance Coach at Elon University.

<b>Alexis Porterfield</b> Assistant Athletic Trainer, Instructor, Intercollegiate Athletics	\$42,000	6/25/2023	12 mos
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Alexis Porterfield holds a Master of Athletic Training from Youngstown State University and a Bachelor of Science in Applied Science from Youngstown State University. She holds NCAA Division I experience working with Old Dominion University Football and Women's Lacrosse and Morgan State University's Men's and Women's Tennis as well as Women's Bowling. Prior to her work with ODU and Morgan State, she worked with Youngstown State University's Division I Women's Lacrosse.

Name and Rank

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<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
<b>Sheryise Williams</b> TRiO McNair Director, Assistant Professor, TriO McNair	\$81,900	7/10/2023	12 mos

Dr. Sheryise Williams holds a Doctoral degree in Psychology, specializing in clinical and organizational Psychology from Walden University, a Master of Art of Psychology in Norfolk State University, and a Bachelor of Art in Psychology from Norfolk State University. Throughout her career, Dr. Williams has amassed a wealth of experience in various aspects of higher education

**NUMBER:**

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 approval by the University and the Faculty Council, any academic year (6-12 months) 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 administrative positions is not counted.)



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 (pr8BDC 1.3 (1)ca)4 (ddia f)3 (or)-e (i)-

B. Criteria to be used are as follows:

1. Since tenure may be awarded only to faculty members who hold the rank of assistant, 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.

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<sup>ii</sup>

- 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





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.

- 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.<sup>iii</sup> 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.
- 8. Any committee member who participates in the tenure process votes at most only once or any particular case.
- 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.
- 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.
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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. Only those faculty present as the candidate is being interviewed during the deliberations can participate in drafting or approving the letter. 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 repla

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.

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- 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, 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.



## 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. It is the responsibility of the faculty member to ensure that all information submitted by him or her in support of promotion is factually accurate and valid, and to provide corroborating evidence (e.g., web links, complete citations, grant numbers, etc.) for all claimed accomplishments. The evidence should address the quality of the journals and the reputation of book and other such publishers. Fraudulent or non-valid claims can lead to faculty sanctions, including denial of promotion. The chair should work with promotion candidates to ensure the completeness and accuracy of their portfolios. The chair and the department promotion and tenure committee as a part of the regular review process should verify the accuracy of portfolio elements that are central to the promotion case. Should concerns be raised about the validity of a candidate's claims by external or internal reviewers, it is the chair's responsibility to verify those claims. The promotion process will be paused while the chair verifies those claims.
- 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

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. External reviewers should not be 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, candidateu -0.026 Tj - (ot)-tesb-1 (s)-5 ( ar)se 1







- 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). 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. Only those faculty present as the candidate is being reviewed during the deliberations can participate in drafting or approving the letter. 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

academic affairs. The decision of the provost and vice president for academic affairs is final in such cases.

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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.

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for positions that require a high level of administrative independence, responsibility, and oversight within the organization or specialized expertise within a given field as defined by the Board of Visitors.

## II. Types of Administrative and Professional Faculty (A/P Faculty)

Administrative faculty normally report no lower than two levels below the President. Administrative faculty typically serve in executive level leadership roles such as vice president, vice provost, dean, and assistant or associate vice president or dean. Administrative faculty require the performance of work directly related to the management of the educational and general activities of the institution, department, or subdivision. Incumbents in these positions should exercise discretion and independent judgment, generally direct the work of others, and regularly exercise discretionary actions.

Professional faculty normally report three or more levels below the President. Professional faculty may direct or provide support for vital university functions such as academic, administrative, outreach, athletic or other programs. Professional faculty must regularly exercise professional discretion and judgment and the work produced must be intellectual and varied in character and should not be standardized. Professional faculty required advanced learning and experience acquired by prolonged formal instruction and/or specialized work experience. This category is normally limited to librarians, counselors, coaches, lawyers, physicians, and other professional positions serving education, research, athletic, medical, student affairs, and development functions or activities. Some information technology positions may





3. In areas not reporting to the Provost and Vice President for Academic Affairs, the recommendation is considered through the normal administrative line and a final recommendation made by the appropriate vice president, or director, to the President. The President, after consultation with the Provost and Vice President for Academic Affairs concerning the appropriateness of the rank within university practices, takes final action on the recommendation.
- B. For persons holding rank with academic departmental designation the following apply:
1. Persons who have held rank with academic departmental designation for the normal length of time before consideration for the next higher rank may request that the chair of the academic department evaluate their performance. In this evaluation, it is appropriate that the departmental chair take into consideration the fact that the faculty member cannot have performed the quantity of teaching, research, and departmental service that would be expected of a full-time member of the teaching faculty of the department. On the other hand, it should be expected that the A/P faculty member would hold credentials such that, if the person were being appointed initially to an administrative or professional post, the faculty and chair of the academic department would be willing to grant the rank to which promotion is proposed.
  2. Consideration of the promotion should begin with the academic department's promotion committee and proceed in exactly the same manner as for full-time teaching faculty members<sup>vi</sup>.
- V. Tenure for A/P Faculty Members
- A. No administrative or professional faculty member holds tenure or other right of continuance in their appointment.
  - B. Time spent at Old Dominion University in an A/P faculty appointment does not count toward the probationary period for tenure. If a nontenured faculty member accepts a full-time A/P faculty post, the time spent in that position is not counted toward the probationary period for tenure.
  - C. Tenured faculty members who accept administrative posts retain tenure in their academic departments.
  - D. An A/P faculty member may request tenure consideration by an appropriate academic department. Such consideration begins with the academic department/school Promotion and Tenure Committee and then proceeds to the department chair. From there, the application for tenure proceeds to the College Promotion and Tenure Committee, then the dean, then the University Promotion and Tenure Committee, then the Provost and Vice President for Academic Affairs. The department/school standards that have been approved by the tenured faculty (as well as the College Dean and the Provost) in that unit should set the criteria by which tenure consideration should be determined.

- E. An A/P faculty member initially appointed to the rank of full professor with academic departmental designation may be considered for award of tenure without probationary period in accordance with the policy and procedures governing full-time faculty members initially appointed to the rank of full professor.

VI. Notice of Termination of A/P Faculty Members

- A. No person has a right of continuance in a specific administrative assignment, and any administrative or professional faculty member may be reassigned to different responsibilities at any time. The following policies and procedures, therefore, refer to continuance of salary and of appointment to the university.
- B. Administrators or professionals holding rank without academic departmental designation:
  - 1. A/P Faculty in this category shall be given the following notice of termination:
    - a. At least ninety (90) days for A/P faculty in their first twenty-four months of service.
    - b. At least one hundred and eighty (180) days for A/P faculty with more than twenty-four months of service.
  - 2. Initial notification of termination is by the A/P faculty member's immediate supervisor. The A/P faculty member has a right to request a review up the chain of command to the President. The decision of the President concerning termination is final.
  - 3. Effective July 1, 1995, in the event an administrative or professional faculty member is involuntarily separated from employment by the University for reasons that are not performance or behavior related, the notice of termination period (provided in paragraph VI.B.1 and 2 above) will be reduced by the number of weeks of severance pay benefits provided by the Workforce Transition Act of 1995. The net benefit for the dismissed employee shall not be less than that which is provided by this policy. This paragraph shall be in force and effect only so long as the Workforce Transition Act of 1995, or successor legislation, is effective. Involuntary separation is defined as position elimination due to budget reductions, work force downsizing, university or departmental reorganization or other causes not related to performance or employee conduct but shall not include voluntary resignations. Notice of termination of appointment is not an involuntary separation that qualifies for severance benefits.
  - 4. A shortening of the termination notice for cause can take place under the following conditions:
    - a. Inability, unwillingness, or failure to perform assigned duties and professional responsibilities at a satisfactory level. Termination for



2. A/P faculty holding rank with academic departmental designation and tenure return to the tenured teaching faculty of the department if they leave their administrative post for any reason. Dismissal from the university can only occur under the policies and procedures for dismissal of tenured faculty members.

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She concluded the presentation by highlighting the career fairs that ODU is supporting this Fall. She noted that these will be great opportunities for students to connect with a large number of diverse employers.

Vice President Hephner LaBanc and Nina Rodriguez Gonser, Vice President for Digital Learning, co-presented on Fall 2023 enrollment. Vice President Hephner LaBanc discussed the overall enrollment strategies that included decreasing the admission rate and increasing merit awards. A partnership with TCC was developed to provide a future pathway to enrollment for students no longer meeting the academic requirements for admission. For our campus-based new students, the average high-school GPA and SAT/ACT scores increased, and we enrolled a historic 22 valedictorians and salutatorians, up from a previous record of seven scholars. Current campus-based numbers reflect 2,690 first year students, 871 transfer students, 492 graduate students, and 174 international students. Vice President Rodriguez Gonser discussed the new online students, which include 131 first year students, 786 transfers, and 636 graduate students. She further discussed the new graduate students, noting a 12% increase in applications and an almost 22% increase in registrations over last fall. She highlighted the demographics of online students, noting how they illustrate the differences between online and campus-based students. She concluded the enrollment presentation highlighting the various strategies that helped build ODU's 22,451 total enrollment this fall.

Vice President Rodriguez Gonser discussed enrollment growth strategies for online students within Digital Learning. She noted that the work of the Division helped them to exceed the strategic plan goal of 6450 and bring in over 6900 students. Some of this work was in new strategies in digital marketing. Additionally, they are focusing on systematic program development that helps ensure the right programs are developed online to meet student and workforce needs. They are also embracing cutting-edge technology and leveraging these opportunities to create exciting educational environments and are also meeting the various needs of diverse learners by providing tailored supports. Vice President Rodriguez Gonser stated that Continuing Education had been moved under Digital Learning. This is opening up additional opportunities for both areas in credit and non-credit offerings, as well as micro-credentials and certificates that can stack into degree programs. These will help the Division provide the right options to people needing to upskill or reskill to stay current in the job market. She discussed academic pathways, accelerated options, and bridge programs designed to help prepare additional people for high-demand fields. They are also focusing on military pathways to help translate training and mastery into academic credits in degree programs popular with service members. She discussed an out-of-state opporl

high-tech and high-touch. Digital Learning was selected to host the ADEIL (a-DEAL) conference in October

**MOTION FOR CLOSED SESSION**

The Rector recognized Mr. Pitts, who read the following motion: “Mr. Rector, I move that this meeting be convened in closed session, as permitted by Virginia Code Section 2.2-3711(A), subsections (1), (6), (7) and (8) for the purposes of discussing

**President Brian O. Hemphill, Ph.D.**  
**2023-2024 Performance Plan**

**Now Therefore Be it Resolved**, that the Board of Visitors hereby approves President Brian O. Hemphill's Performance Plan for 2023-2024, as discussed in closed session on September 15, 2023, and that said performance plan is considered a personnel record.

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There was no old/unfinished or new business to come before the Board. The meeting was adjourned at 10:46 a.m.



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<sup>i</sup> In case of a national, state or local emergency that prevents or seriously hinders the normal activities of faculty members for a period of several months, the University may provide the option for all tenure-track faculty