

BOARD OF VISITORS

Special Call Executive Committee Meeting

700 Park Avenue, Norfolk, VA 23504

Old Board of Visitors Conference Room, Wilson Hall, Suite 550

July 28, 2010

MINUTES

1. Establish Quorum/Call to Order

Mr. Edward L. Hamm, Jr., Rector, called the meeting to order at approximately 1:30 p.m. and established that a quorum was present.

Executive Committee Members Present:

Mr. Edward L. Hamm, Jr., Rector

Mr. Gary T. McCollum, Vice Rector (*arrived 1:35*)

Dr. Lauren R. Tucker, Secretary (*via Alternate Site Conference Call Location*)

Mr. Willie L. Brown

Mr. Howard P. Kern

Alternate Site Conference Call Location

The Martin Agency

Office of the Senior VP, Director of Consumer Forensics

One Shockoe Plaza, Room 3510

Richmond, VA 23219

Members of the NSU Staff Present:

Dr. Kim Luckes, Acting President

Ms. Pamela F. Boston, University Counsel

Mrs. Terricita E. Sass, Interim Executive Director, Enrollment Management

Dr. James Walke, Assistant Director of Institutional Research

Mr. Hamm asked Dr. Tucker to acknowledge if there were additional persons at the alternate site location. Dr. Tucker responded that she was alone. Mr. Hamm identified the Executive Committee members and staff present at the main location for Dr. Tucker's frame of reference.

2. New Business

Mr. Hamm stated that the first item of business is a report on the Revised NSU Enrollment Projections and Institutional Performance Standards' (IPS) Targets that are due to the State Council of the Higher Education of Virginia (SCHEV) by August 1, 2010.

Dr. Luckes informed the Executive Committee that NSU met and exceeded its previous targets. She stated that she and other NSU representatives met with SCHEV in June. At that meeting, SCHEV indicated that NSU was probably more aggressive than it needed to be based upon what other institutions were presenting. Dr. Luckes stated that on SCHEV's

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suggestion, NSU has revisited its data and adjusted the targets accordingly. In preparation for the submission, Dr. Luckes stated that she met with Dr. Walke, who is very proficient at Institutional Research, as well as Mrs. Sass. She asked Mrs. Sass to report on the standards and projections.

INSTITUTIONAL PERFORMANCE STANDARDS

Mrs. Sass stated that the first pages of the report deal with the IPS targets which are in accordance with the Restructuring Act. She stated that each institution must submit new or revised targets each year. The results of the IPS measures are reported on SCHEV's website as (yellow/passed), (green/achieved) and (red/failed). Ms. Sass reiterated that NSU met all of its standards last year.

Mrs. Sass stated that the information presented today is the best, educated recommendation that these targets are ones that will provide the university with a little bit of stretch; however, are aligned in a way that they do not cause areas of concern.

Mrs. Sass informed the Committee that on yesterday Mr. Ralph Johnson received information from Richmond regarding base adequacy, which ties NSU's projections to the layout of state funding for the next two years. She stated that one concern of projecting targets too low is it could impact the university beyond the current year. Mrs. Sass stated that while NSU is being conservative, as recommended by SCHEV, the university does not want to send the message that additional funding from the Commonwealth is not needed.

Mrs. Sass stated that the targets are provided up to the year 2016; however, the university will have the opportunity every year to revisit them even though the targets are approved every two years.

Mrs. Sass reported that the undergraduate degree category is the only one of concern. The preliminary number for graduates (not the graduation rate) for the current year will be down slightly. She stated that the university is lowering this number without any feedback from SCHEV. Mrs. Sass stated that the deans are reviewing the number of students in the pipeline for the summer with the majority of them being nursing students who need to complete the NCLEX exam. She stated that if the nursing students are able to pass the NCLEX then the number in this category will be in line with the target.

Mrs. Sass stated that the high need degrees category correlates with Commonwealth's "Grow by Degree" program. This category includes students in the STEM majors, teaching and nursing. She stated that the degrees per FTE category (how many degrees you are putting out per full-time student) is one that SCHEV recommended the university increase; however, the university decided to only increase the threshold and not the target.

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Mrs. Sass stated that new this year is the definition for “transfer students.” The definition changed from “how many students come from community college to the university” to “how many students come directly from high school to community college to the university.” This means that if a student stops or takes a hiatus, then that student cannot be counted. She stated that SCHEV recommended that NSU lower its target in this category as universities have no control over this number.

Mrs. Sass stated that many schools feel that the metrics that SCHEV uses for affordability does not adequately reflect affordability. She stated that the page in the report on affordability percentages is divided into two categories: four-year and six-year graduation rates based on the type of financial aid status the student had when he or she entered college. Mrs. Sass stated that SCHEV pointed out, which is somewhat of an anomaly, the “non-Pell with need” students at NSU. She stated that SCHEV had not seen this at other institutions; however, NSU is on course with the number of Pell recipients. Mrs. Sass stated that the university plans to perform more research, as there is no historical data for this category.

Definitions:

Non-Pell with need (*students who do not qualify for Pell but qualify for other need-based aid*)

No need (*students that do not have any financial need but may be receiving scholarships or other types of aid*)

Mrs. Sass stated that “no need” does not necessarily mean that you can afford to come to college. It could mean that based on your FASFA a student cannot receive need-based aid. For example, parents could have a high income and no savings and cannot borrow to pay for college.

Mr. Hamm asked Dr. Luckes if NSU’s numbers compare to what she has seen at St. Augustine’s College. Dr. Luckes stated that they are similar. She stated that in reading a recent report, many institutions like NSU range about the same graduation rate for students that are Pell recipients. Dr. Luckes added that she has established several task forces to look into retention, the graduation rate, etc. She stated that all HBCUs understand that they need to increase the percentages in these areas. NSU’s six-year graduation rate is 32% but the university is aggressively trying to reach the 40 percentile.

The following questions were asked during the report.

- **Are the international and white students counted in the underrepresented student category?** Mrs. Sass stated that this number does not include minority students unless the white student was a first generation or of low income.

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- **What is the underlying factor between the 4-year and 6-year affordability graduation rate?** Mrs. Sass stated that there is a very high correlation between the students that are Pell eligible, as they tend to come with lower profiles and take fewer courses (for example 12 credit hours per semester which is the minimum). At this rate, the student is unable to graduate in four years.
- **Why are these students only taking 12 hours?** Mrs. Sass responded that it is based on their ability to pay. Many of them take 12 hours to be a full-time student and usually this is the only amount the student can afford even though some are working to do so.
- **What is the difference between target and threshold?** Mrs. Sass stated that the target is the percent the university is going for. The threshold is the floor percentage and you can still meet your target if you do not go below the threshold. The threshold provides for a little leeway in reaching the target.
- **Are the charts sent to SCHEV?** Mrs. Sass stated that the report provided today is a summary. She stated that the summary is not the actual document that is sent to SCHEV. SCHEV has a specific spreadsheet with varying layers that is completed and submitted electronically by NSU.

ENROLLMENT PROJECTIONS

Mrs. Sass stated that the university's enrollment was at 6,993 for Fall 2009. The university is projecting 7,030 for Fall 2010 and up to 7,497 by Fall 2015.

Mr. Hamm asked if the university will make the target of 7,030 for this Fall. Mrs. Sass stated that she does have concerns that she shared in the Provost's Cabinet meeting this morning regarding freshmen, housing and graduate students.

Mr. Hamm asked if Mrs. Sass was predicting fewer freshmen this year. She stated that this is correct. Mr. Hamm asked if the overall headcount was up. Mrs. Sass stated that right now we are up about 1% year-to-date. She stated that the true number will not be known until September; however, we are working aggressively to fill any gap as close as possible. Dr. Luckes stated that based on what we have seen thus far it does appear that the university should make the 7,030. She stated that we will not have the larger increase as we had hoped for (7,300) but the reduced number is a small increase as far as the headcount is concerned. She stated that there are some concerns about the freshmen class and graduate numbers.

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Mr. Brown asked if the 7.2% is based on a 1% per year growth. Dr. Walke stated that the growth is less the first few years averaging less than 1% and picking up to 1.5% to 2.0 % in the latter years. Mrs. Sass stated that the aggressive growth should be done in the out years as recommended by SCHEV. Plus, you are allowed to modify your targets every two years.

Mr. McCollum asked how the Reclamation students are counted. Mrs. Sass stated that these students are only counted in the headcount. They are not counted in the graduation rate.

Mrs. Sass reported that there are stricter standards for new graduates in Social Work, so it will be harder for students to get into this program. Mrs. Sass stated that for the degrees conferred for nursing, again there may be a decline as the students will need to pass the NCLEX. Currently, there are 89 nursing students in the pipeline and to meet the target, 50% of them would need to finish.

Mr. Hamm asked Mr. Kern if he would agree to have a discussion with Dr. Luckes and/or Dr. DeLoatch in regards to internships/training sites and nursing positions. Mr. Kern responded yes. He added that Sentara has full coverage of their hospitals, which is something they have not seen in a long time. This could be due to the economy and the fact that many nurses have chosen to return to the workforce. Vice versa, when the economy picks up there may again be shortages. Mr. Kern asked Dr. Luckes to email him. He stated that Sentara has a nursing school as well that grants bachelors. He added that they hire their graduates even if there are no positions open.

Mrs. Sass stated that nursing is a high degree program for faculty and it is hard to retain them. The university needs more faculty in this area to be able to fulfill the demand of students entering the program. Mr. Hamm stated that perhaps Sentara could loan NSU professors from time to time.

Mr. Hamm asked if there were any additional questions for Mrs. Sass. There being none, he asked for a motion.

Mr. Kern motioned, seconded by Mr. Brown and unanimously voted by the Executive Committee to approve the Revised NSU Enrollment Projections and Institutional Performance Standards' Targets to SCHEV.

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3. Closed Session

Mr. McCollum motioned, seconded by Mr. Brown and unanimously approved by the Executive Committee of the Norfolk State University Board of Visitors to move to adjourn and reconvene in Closed Session as permitted by §2.2-3711.A.1 Code of Virginia, for the specific purpose of discussing tenure consideration and personnel matters.

The Board went into Closed Session at approximately 2:10 p.m.

4. Open Session

The Board reconvened in Open Session at approximately 2:40 p.m.

The Executive Committee of the Norfolk State University Board of Visitors having reconvened in open session, took a roll call vote on certification that (i) only public business matters lawfully exempted from open meeting requirements, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Executive Committee. Any member of the Committee who believed that there was a departure from the requirements as stated above was asked to so state prior to the vote, indicating the substance of the departure that in his or her judgment has taken place.

A roll call vote was taken for Executive Committee members who certified the motion:

Brown..... yes
Hamm..... yes
Kern..... yes
McCollum yes
Tucker yes

Mr. McCollum motioned, seconded by Mr. Kern and unanimously voted by the Executive Committee to approve tenure for Dr. Paul Douglas Yoder, the successful candidate for the appointment as Associate Professor and Chair of Engineering, as discussed and recommended in Closed Session.

5. Adjournment

Mr. Hamm asked if there was any other business. There being none the meeting was adjourned at 2:45 p.m.

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6. Re-Convene

Mr. Brown asked if a motion was needed on the personnel matter discussed in Closed Session. Ms. Boston stated that it would be appropriate to make a motion. Mr. Hamm reconvened the meeting at 2:47 p.m.

The Executive Committee members present (Brown, Hamm, Kern, McCollum) moved forward with a motion, noting that Dr. Tucker was in agreement on the personnel matter as discussed in Closed Session. The Executive Committee also noted that a quorum was present without having to conference Dr. Tucker back into the meeting.

Mr. Brown motioned, seconded by Mr. Kern and approved by the Executive Committee to appoint the individual as discussed in Closed Session as the Assistant to the NSU Board of Visitors and to the President. (Dr. Tucker absent at the time of motion)

7. Re-Adjournment

There being no additional business, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,

April T. Allbritton, Board Liaison

Dr. Lauren R. Tucker, Secretary
Board of Visitors

**RESOLUTION ADOPTED BY THE NSU EXECUTIVE COMMITTEE
OF THE BOARD ON JULY 28, 2010**

**RESOLUTION RECOMMENDING APPROVAL OF NORFOLK STATE UNIVERSITY'S
REVISED ENROLLMENT PROJECTIONS AND INSTITUTIONAL PERFORMANCE
STANDARDS (IPS) TO THE STATE COUNCIL OF HIGHER
EDUCATION OF VIRGINIA (SCHEV)**

WHEREAS, the State Council of Higher Education for Virginia (SCHEV) makes higher education public policy recommendations to the Governor and General Assembly in such areas as capital and operating budget planning, enrollment projections, institutional technology needs, student financial aid, and Institutional Performance Standards (IPS); and

WHEREAS, as part of SCHEV's plan for access for Virginians, Norfolk State University may submit revised projections every two years and IPS measures every year as needed; and

WHEREAS, Norfolk State University is committed to recruiting, retaining and graduating an academically talented and diverse student body in its growth efforts; and

WHEREAS, budget reductions, economic challenges, changes in financial aid lending practices and the high financial aid need of NSU students may impact enrollment and Institutional Performance Standards (IPS); and

WHEREAS, Norfolk State University desires to modify its submitted projections to permit flexibility in its growth planning strategy,

THEREFORE, BE IT RESOLVED that upon the recommendation of the Norfolk State University administration and the Academic Affairs Committee of the NSU Board of Visitors, the Executive Committee of the Board of Visitors approves the revised University's proposed SCHEV IPS targets attached and the Enrollment Projections as listed below for the fall of 2010 to the fall of 2015 with the understanding that these projections and/or targets may be revised as necessary.

Term	Total Headcount
FALL 2010	7,030
FALL 2011	7,054
FALL 2012	7,110
FALL 2013	7,212
FALL 2014	7,342
FALL 2015	7,497

**RESOLUTION ADOPTED BY THE NSU EXECUTIVE COMMITTEE
OF THE BOARD ON JULY 28, 2010**

RESOLUTION AWARDING TENURE

WHEREAS, the Executive Committee of the Norfolk State University (NSU) Board of Visitors has reviewed and considered the credentials provided for the successful candidate for the appointment as Associate Professor and Chair of Engineering; and

WHEREAS, after due consideration of the qualifications of the candidate for potential tenure based upon the recommendation of the Administration, President and the Academic Affairs Committee, the Executive Committee is recommending **Dr. Paul Douglas Yoder** be tenured.

THEREFORE, BE IT RESOLVED that based upon the recommendations, and as discussed and agreed upon in the Closed Session meeting, the Executive Committee of the Board of Visitors approves the tenure of **Dr. Paul Douglas Yoder**.

BE IT FURTHER RESOLVED that this Resolution Awarding Tenure will be placed on the next regular-scheduled meeting of the NSU Board of Visitors for ratification on September 10, 2010.

PROFILE

Department of Engineering
Hire Date: August 2010

University of Illinois at Urbana-Champaign
Urbana-Champaign, IL
Ph.D., Electrical Engineering, 1993

Cornell University, Ithaca, NY
B.S.E.E., Electrical Engineering, 1990
Honors: *Magna Cum Laude*

University of Illinois at Urbana-Champaign
Urbana-Champaign, IL
M.S., Electrical Engineering, 1991

Dr. Yoder has stellar academic credentials, including graduating magna cum laude with a B.S. in electrical engineering from Cornell University. During his tenure at Georgia Institute of Technology, he developed a strong program in Computational Electronics from the ground up with external funding from both governmental and industrial sources. Dr. Yoder has published research in premiere journals and books. He has also presented his research at numerous conferences. Dr. Yoder has made notable research contributions in the area of semiconductor photonic and electronic devices and has earned three patents. He brings a wealth of knowledge from industry as well by holding previous positions at Swiss Federal Institute of Technology, Bell Laboratories and Agere Systems. Dr. Yoder was also awarded tenure at Georgia Tech for his teaching, research and service.