I. Call to Order/Establish Quorum
Mr. Delbert Parks, Chair, called the Academic and Student Affairs Committee meeting to order at 8:44 a.m. A quorum was established with a 4-0 roll call vote.

Committee Members Present
Mr. Delbert Parks, Chair
Mr. T. Michael Andrews
Bishop Kim Brown
Dr. Katrina Chase

Committee Members Virtual
The Honorable James W. Dyke, Jr.

Other Board Members Present
Mr. Gilbert T. Bland
Mr. Conrad Mercer Hall
Dr. Harold L. Watkins, II

Counsel Present
Pamela Boston, University Counsel and Senior Assistant Attorney General

NSU Administrators and Staff Present
Dr. Javaune Adams-Gaston, President
Dr. Juan M. Alexander, Associate Vice President for Enrollment Management
Dr. Leonard Brown, Jr., Vice President for Student Affairs
Dr. Jocelyn Dean, Interim Dean of Students
Ms. Sher’re Dozier, Clerk to the President and BOV
Mrs. Kimberly Early, Executive Administrative Assistant, Student Affairs
Dr. DoVeanna Fulton, Provost and Vice President for Academic Affairs
Ms. Tonya Gardner, Licensed Professional Counselor
Mrs. Kimberly Gaymon, Scheduler/Financial Specialist
Ms. Cheniqua Goode, Director Counseling Center
Dr. Dawn Hess, Chief Compliance Officer
Dr. Vanessa Jenkins, Executive Director Health and Wellness
Mr. Kentrell Kearney, Associate Athletic Director Student Services
Dr. Justin Moses, Vice President for Operations
Mr. Clifford Porter, Vice President, University Advancement
Ms. Shana Simmons, Licensed Clinical Social Worker
Mr. Rasool Shabazz, OIT
Mrs. Bonisha Townsend Porter, Senior Associate Vice President for Student Affairs
Ms. Tarrye Venable, Assistant to the Vice President, Student Affairs
Ms. Melody Webb, Athletics Director
Dr. Tanya S. White, Chief of Staff
Mr. Emmanuel Williams, Counseling Services
Mrs. Saranette Williams, Director for Career Services
II. Recommend Approval of Electronic Participation
The Honorable James W. Dyke, Jr. provided his reason for electronic participation. Mr. Delbert Parks motioned, seconded by Dr. Katrina Chase, and with a 4-0 roll call vote, the Committee unanimously approved electronic participation of The Honorable James W. Dyke, Jr.

III. Recommend Approval of the February 6, 2024, Committee Meeting Minutes
Mr. T. Michael Andrews, motioned, seconded by Dr. Katrina Chase, and with a 4-0 roll call vote, the Committee unanimously approved the February 6, 2024, Academic and Student Affairs Committee Meeting minutes.

IV. Discussion Items
a. Student Affairs Update – Dr. Leonard Brown, Jr., Vice President for Student Affairs
Dr. Brown provided an update on Career Services, highlighting two $100,000 SCHEV Grants which were recently awarded to Norfolk State University (NSU). The grants were allocated for the Innovation Internship Fund and the VTOP Fund. Furthermore, an application for an additional SCHEV Grant was submitted the week of March 25, 2024. Dr. Brown also shared data regarding the Career Expo, noting a consistent increase in both student and employer involvement over the past three years. Alongside the traditional in-person Career Expo, students have the option to attend a Virtual Career Expo.

Next, Dr. Brown provided insights into the Counseling Services Office and the positive impact of TimelyCare. He noted the multifaceted nature of counseling, as it often represents an umbrella of services. Counselors spend most of their time helping people learn how to cope with a variety of mental health issues. Areas in which counselors in a Higher Education setting assist include crisis response, in the moment care, ongoing counseling, and prevention. The demand for counseling services saw a notable surge prior to the COVID-19 Pandemic due to factors such as the introduction of medications and a reduced stigma surrounding mental health. Throughout the pandemic, non-traditional ways to deliver counseling services, including TimelyCare, were introduced. Since its implementation at NSU in October 2022, TimelyCare has served 241 students, scheduling approximately 1,079 on-demand sessions. Notably, almost 50% of these sessions occurred after-hours, with nearly two hundred conducted across fifteen states outside of Virginia. Dr. Brown highlighted how TimelyCare has significantly reduced wait times for on-campus, in-person counseling sessions at NSU. This improvement has allowed the counseling staff to conduct more sessions and concentrate on preventative initiatives beyond the Counseling Center. Dr. Brown stressed that while TimelyCare offers valuable support, it should not replace crisis response services. Dr. Brown concluded his report by sharing data from the Association for University and Counseling Center Directors’ recent survey. The data revealed counseling centers in institutions similar in size to NSU, typically serve a range of their student population from 2.9% to 14.6%, with a mean of 7.5%. Dr. Brown anticipates NSU’s Counseling Services Office will align with or slightly exceed this mean in the current year.

b. Enrollment Management Update – Dr. Justin Moses, Vice President for Operations and Chief Strategist for Institutional Effectiveness
Dr. Moses began his report by providing an update on enrollment, highlighting a collaboration with Ruffalo-Noel Levitz (RNL), an enrollment consulting firm. For the past 18 months, NSU’s Operations and Enrollment Management, Academic Affairs, and Student Affairs departments have been working in conjunction with RNL to develop and execute a strategic retention plan. A preliminary report and the draft of this plan are expected to be released soon.
Dr. Moses proceeded by announcing the scheduled Admitted Students’ Day for April 6, 2024, noting 585 admitted students have already registered to attend. He shared that notifications regarding financial aid merit were sent on February 15, 2024, slightly earlier compared to previous years.

Dr. Moses provided updates on admissions figures. Notably, there has been a 10% increase in first-time freshman applications, with a 4% rise in the number of admitted first-time freshman applications. He provided insights into applications and admissions data for NSU’s second degree, readmitted, transfer, and undergraduate non-degree or certificate students, attributing the decreased percentages in these categories to numerous factors such as students pursuing second bachelor’s degrees, transitioning into employment, or the current processing of applications. Furthermore, Dr. Moses noted decreases in deposits were influenced by delays in processing the 2024-2025 FAFSA and the initiation of yield campaigns. Dr. Moses concluded optimistically by highlighting positive trends in overall admissions numbers, particularly within the first-time freshman cohort.

c. Athletics Update – Ms. Melody Webb, Athletics Director

Ms. Webb commenced her presentation by introducing the transfer portal, which serves as a compliance tool utilized for managing the transfer process of student-athletes. This tool enhances transparency in transfer procedures between schools, enabling student-athletes to openly declare their intention to explore alternative programs. The process reverts the status of the student-athlete to that of a prospective student-athlete, granting them the ability to engage in recruitment activities at alternative institutions. It also entails the removal of the student-athlete from their current institution’s roster, initiates the cancellation of their athletic aid, and provides for the potential removal of access to student-athlete benefits. Student-athletes who withdraw from the portal, can be returned to their original institution, contingent upon the institution’s decision to accept them back.

Ms. Webb proceeded to present statistics pertaining to the transfer portal for the 2022-2023 cohort. She detailed the destinations of the student-athletes who entered the portal: 65% moved to another Division I institution with aid, 16% to another Division I institution without aid, 14% to a Division II institution with aid, 2% to a Division II institution without aid, and 3% to a Division III institution without aid.

Ms. Webb then shared the outcomes for Division I students who entered the transfer portal. Among them, 57% transferred and enrolled at a new institution, 8% withdrew from the portal, and 35% remain in the portal without a new institution or do not have reported outcomes or are still considering their options. She provided a breakdown of outcomes for Division I transfer student-athletes categorized by athletic aid status: 31% remained active in the portal without a new institution, 56% were not on aid but active in the portal, 59% of those receiving aid transferred and continued to receive aid, 23% without aid transferred and received aid, 10% transferred without aid at their new institution, and 21% remained without aid.

Ms. Webb concluded her report by summarizing the advantages of the portal for student-athletes, coaches, and compliance administrators. Nonetheless, she cautioned that the portal comes with both benefits and drawbacks for all parties involved.

V. Closed Session – Pursuant to §2.2-3711A.1, 4, 7, and 8, Code of Virginia
Bishop Kim Brown read the following motion, seconded by Mr. T. Michael Andrews, and with a 4-0 Roll Call Vote the Board unanimously approved.

Chair, I move that we adjourn and reconvene in Closed Meeting pursuant to: Section 2.2-3711(A) 1, 7 and 8 of the Code of Virginia, for the following purposes, pursuant to the noted subsections: (1):

To discuss personnel matters, including more specifically, discussion of assignment, appointment, promotion, salaries, performance evaluations, as well as the granting of tenure, and/or promotion to certain university employees; and (7) and (8): in consultation with legal counsel regarding specific matters requiring the provision of legal advice pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the University; along with any necessary consultation with legal counsel regarding matters noted in this motion; and that any non-committee member of the NSU Board of Visitors be permitted to attend virtually or by phone to listen in the Closed Meeting; but not participate or vote; and further that the following remain for or attend, when called, the Closed Meeting: University President, University Provost, University Legal Counsel, University Athletic Director, and Vice President for Operations and Chief Strategist for Institutional Effectiveness.

Reconvene in Open Meeting
Mr. Delbert Parks, Chair read: Having reconvened in Open Meeting, we will now take a roll call vote on certification that (1) only public business matters lawfully exempted from open meeting requirements, and (2) 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 Board. Any member of the Board who believes that there was a departure from the requirements as stated above, shall so state prior to the vote, indicating the substance of the departure that in his, or her judgment, has taken place. With a 4-0 Roll Call Vote the Board unanimously approved.

Motion One
Mr. T. Michael Andrews read the following motion, seconded by Mr. Gilbert T. Bland, and with a 4-0 Roll Call Vote the Board unanimously approved.
Mr. Chair, I move that we recommend to the full Board of Visitors at its next meeting that the individuals discussed for tenure and/or promotion during the closed meeting, be recommended to the full Board of Visitors for appointment in accordance with the discussion in closed meeting.

Motion Two
Mr. T. Michael Andrews read the following motion, seconded by The Honorable James W. Dyke, Jr., and with a 4-0 Roll Call Vote the Board unanimously approved.
Mr. Chair, I move that we recommend to the full Board of Visitors that its next meeting the changes to the appointment contracts of the two individuals described in the closed-door meeting in accordance with reasons discussed during the closed meeting.

VI. Public Comment
There was no public comment.

VII. Adjournment
There being no further business, Mr. Delbert Parks adjourned the meeting at 10:37 a.m. With a motion by Mr. T. Michael Andrews, and a second by Dr. Katrina Chase.

___________________________________
Mr. Delbert Parks, Chair
Date

___________________________________
Kimberly Early, Executive Administrative Assistant
Date

___________________________________
Justin Moses, Vice President for Operations
Date
### NSU BOV Academic and Student Affairs Committee
#### Roll Call Vote
**April 3, 2024, 8:30 AM**

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<th>Item</th>
<th>Mr. Delbert Parks</th>
<th>Mr. Mike Andrews</th>
<th>Dr. Katrina Chase</th>
<th>Bishop Kim Brown</th>
<th>The Honorable James Dyke</th>
<th>Mr. Jay Jamison</th>
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<td>Adjourned (There was not a Vote)</td>
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