

DRAFT

BOARD OF VISITORS FULL BOARD MEETING

October 24, 2025

MINUTES

1. Call to Order/Establish Quorum

Dr. Kim W. Brown, Rector, called the Norfolk State University Board of Visitors meeting to order at approximately 9:18 a.m.

A quorum was established with a 8-0 Roll Call vote. A list of individuals who joined the meeting is provided below.

Mr. T. Michael Andrews informed of the reason of electronic participation, due to distance of being more than 60 miles away. Dr. L.D. Britt motioned, seconded by Mr. Gilbert Bland, and with an 8-0 Roll Call vote, the Board unanimously approved the virtual participation.

Present – Board Members

Bishop Kim W. Brown, Rector

Dr. Katrina Chase, Secretary

Mr. T. Michael Andrews

Mrs. Heidi Abbott

Mr. Gilbert Bland

Dr. L.D. Britt

Mr. James Jamison

Mr. Darrell “DJ” Jordan

Mr. Edward Sanders

Ms. Teresa Gladney

Members Absent

Mr. Dwayne B. Blake, Vice Rector

Mr. Delbert Parks

Mr. Conrad Hall

Members Participated Virtually

Mr. T. Michael Andrews

Student Representative to the Board

Ms. A’Kiera Grant, SGA

Faculty Representative to the Board

Dr. Shaun Anderson, Faculty Representative

Participants – NSU Administrators and Staff

Dr. Javaune Adams-Gaston, President

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

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

Dr. Aurelia T. Williams, Provost/Vice President for Academic Affairs (I)

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

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

Dr. Melody Webb, Vice President and Athletics Director

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

Mr. Clifford Porter, Vice President, University Advancement

Dr. Tanya S. White, Vice President and Chief of Staff

Dr. Dawn Hess, Chief Compliance Officer

Mrs. Derika Burgess, Chief Audit Executive

Chief Brian K. Covington, Norfolk State University Police Department

Dr. Melissa J. Barnes, Assistant VP for Enrollment Management

Mr. Terry Woodhouse, Interim AVP, Facilities Management

Mr. Dennis Jones, Executive Budget Director

Mrs. Sharea Williams, Executive Administrative Assistant to the Vice President of Operations

Mrs. Phillita Peeples, Executive Assistant to Internal Audit and Compliance

Mr. James T. Walke, Associate Vice President, Institutional Effectiveness and Planning

Dr. Davida Harrell-Williams, Auxiliary Enterprises & Services

Ms. Crystal Square-Williams, Executive Director for University Events and the Wilder Center

Mr. Stan Donaldson, Director of Media Relations

Mrs. Kimberly Gaymon, Scheduler/Financial Services Specialist

Mr. Christopher Gregory, Audio Visual Support Engineer

Mr. Kenneth Radford, Audio Visual Support Engineer

Mr. Rasool Shabazz, Associate Director of Academic Technology Services

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

2. Opening Remarks

Dr. Kim W. Brown welcomed the newly appointed Board Members, Dr. L.D. Britt and Ms. Teresa Gladney. Dr. Brown also discussed the importance of Board Members engaging with students and the impact it has on

them. The evenings Naming Ceremony for Dr. Watkins and Dr. McClaine was highlighted, through informing them of the location and time.

Dr. Adams-Gaston expressed her gratitude to the Board of Visitors, Cabinet Members, Extended Cabinet, Faculty, Staff and Students. Dr. Adams-Gaston also discussed how proud she was of the progress the University has made. Norfolk State University's Homecoming activities was also highlighted.

3. Consent Agenda - Recommend Approval of May 9, 2025, Board Meeting Minutes

The Board unanimously approved with a 9-0 Roll Call Vote, the minutes for May 9, 2025, Board Meeting, motioned by Mr. Bland and Seconded by Dr. Chase.

4. Academic and Student Affairs Committee Update- Mr. Bland, Chair

Mr. Bland reviewed the Committee updates and highlighted the goal of building from where we are.

Dr. Williams provided a review of the Academic Affairs Certificate Program, Graduate Certificate in Cybersecurity to be sent to the State Council of Higher Education of Virginia (SCHEV) for approval.

Dr. Chase motioned to approve the Academic Affairs Certificate Program, Graduate Certificate in Cybersecurity. Seconded by Mr. Jamison and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Williams provided a review of the Academic Affairs Certificate Program, Graduate Certificate in Gaming Design and Development to be sent to SCHEV for approval.

Dr. Britt motioned to approve the Academic Affairs Certificate Program, Graduate Certificate in Gaming Design and Development. Seconded by Dr. Chase and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Williams provided a review of the Academic Affairs Certificate Program, Graduate Certificate in Teacher Education to be sent to SCHEV for approval.

Dr. Britt motioned to approve the Academic Affairs Certificate Program, Graduate Certificate in Teacher Education. Seconded by Dr. Chase and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Williams provided a review of the Academic Affairs Joint Program Dissolution College of Liberal Arts, Doctor of Philosophy (PhD) in Clinical Psychology.

Dr. Britt motioned to approve the Academic Affairs Joint Program, Dissolution College of Liberal Arts, Doctor Philosophy (PhD) in Clinical Psychology. Seconded by Dr. Chase and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Williams provided a review of the Academic Affairs New Degree Program, Doctor of Philosophy (PhD) in Clinical Psychology to be sent to SCHEV for approval .

Dr. Britt motioned to approve the Academic Affairs New Degree Program, Doctor of Philosophy (PhD) in Clinical Psychology. Seconded by Dr. Chase and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Williams provided a review of the Academic Affairs New Degree Program, Master of Science in Applied Mathematics and Statistics to be sent to SCHEV for approval.

Dr. Britt motioned to approve the Academic Affairs New Degree Program, Master of Science in Applied Mathematics and Statistics.. Seconded by Dr. Chase and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Williams provided a review of the Resolution to Approve Removal of An Off-Campus Instructional Site from the Naval Base Norfolk.

Dr. Britt motioned to approve the Resolution to Approve Removal of An Off-Campus Instructional Site. Seconded by Dr. Chase and with an 9-0 Roll Call Vote the Board unanimously approved.

Dr. Brown provided insight regarding the Fall and Spring post-graduation outcomes. Dr. Brown also acknowledged Dr. Plater, Academic Affairs and Ms. Saranette Williams, Career Services; both partnered to provide information from the Student Exit Surveys. Dr. Brown emphasized the importance of comparing Fall to Fall and Spring to Spring.

Fall to Fall Comparison

- Increase in Fall employment
- Decrease in students attending graduate school

Spring to Spring Comparison

- Increase in Spring employment
- Increase in students attending graduate school

Dr. Brown also highlighted Norfolk State University student Mr. Edward Seward, featured on the news for providing CPR to a person who was in distress after the first football game.

Dr. Moses provided a summary of the enrollment status in comparison to last year. There has been an increase in first time freshman's and transfer students. Dr. Moses also reviewed the breakdown of demographics of enrollment.

Dr. Webb provided a brief overview of Athletics accomplishments.

- National Exposure
- ESPN
- Nike
- Good Morning America
- BET

Dr. Webb highlighted the accomplishments of elevating through media exposure, and the graduate success rate. The balance between class and athletic requirements was also discussed. The homecoming ticket sales were addressed as well as the NCAA Grant. The Wi-Fi systems were also highlighted regarding installation to boost cellular and internet capabilities on campus and during games. Homecoming entrances were also discussed.

5. Audit, Risk and Compliance Committee Update- Mr. Parks, Chair (Mrs. Abbott sat in)

Mrs. Abbott set in for Mr. Parks as Chair. Mrs. Burgess presented two Resolutions for approval.

- Resolution to Approve: Internal Audit Mission, Vision, Strategy, for Fiscal Year 2025-2026

Dr. Brown motioned to approve the Internal Audit Mission, Vision, Strategy, for Fiscal Year 2025-2026, Seconded by Mr. Jamison and with a 10-0 Roll Call Vote the Board unanimously approved.

- Resolution to Approve: Risk Assessment, Resource and Audit Plan, for Fiscal Year 2025-2026

Ms. Abbott motioned to approve the Risk Assessment, Resource and Audit Plan, for Fiscal Year 2025-2026, Seconded by Dr. Chase and with a 10-0 Roll Call Vote the Board unanimously approved.

Mrs. Burgess highlighted Mrs. Phillita Peeples, Executive Administration, for 23 years as an employee of Norfolk State University. Mrs. Burges also addressed the expansion of the Audit Team with the hire of Mr. Brian Clark, by providing a brief biography of accomplishments. Mrs. Burgess reviewed the data regarding compliance training.

Dr. Adams-Gaston recognized Dr. Dawn Hess as she departs from the University.

6. Strategic Finance Committee Update – Mr. Jay Jamison, Chair

Mr. Jamison reviewed the Glossary of Terms which was provided by Dr. Hunter at the Committee Meeting.

Dr. Hunter provided a review of the Quarterly Financial Report and provided a Financial Update.

Mr. Jamison also highlighted the new fence which is being built around the campus structure. Mr. Woodhouse provided an overview of the new Science building.

Dr. White informed of the hire of the Assistant Vice President for Human Resources, which they will begin on December 1st. The upcoming projects for next year were highlighted, which include:

- Customer Service Program
- Wellness Service Program
- Employee Service Awards

Mr. Porter provided an update for the Now is Our Time Campaign. Mr. Porter discussed the future goals and additional gifts received.

Dr. Hunter and Mrs. Burgess addressed areas of concern for items on the Audit History Norfolk State University.

7. Governance Committee Update- Mrs. Heidi Abbott, Chair

Mrs. Abbott provided an update on and welcomed the new Governance Committee Members.

- Dr. L.D. Britt
- Mr. Conrad Hall

Mrs. Abbott reviewed the discussion of the responsibilities of the Governance Committee. Welcomed Dr. White to be an addition to work with Mr. Claville. Mrs. Abbott also highlighted the upcoming SCHEV Orientation.

8. Student Representative Update-Ms. A’Kiera Grant

Ms. Grant provided a brief introduction of her accomplishments and role as the SGA President. Ms. Grant highlighted the administration support, to promote student engagement, connection, and to lead. The launch to Ignite Week was discussed. Students participated in several activities that were centered on community and campus pride.

- Placement of yard signs in the surrounding areas
- Class rock painting
- Canned food drive
- See Something, Say Something campaign, students handed out flyers to encourage the download of the NSU Safe App in preparation of Homecoming
- Spartan Calvary, which promoted the spartan spirit and was featured on ESPN’s First Take
- Hosting of the Town Hall, which provided an environment where students could speak with university departments regarding key issues.
- Collaboration with Athletics to distribute the wristband for homecoming

9. Faculty Representative Update-Dr. Shaun Anderson

Dr. Anderson provided a brief introduction, and highlighted research with the USA Swimming as well as with the CDC.

Dr. Anderson discussed the structure of the faculty meetings. The importance of shared Governance was highlighted.

Policy and procedures were discussed and ensuring that the faculty voices are heard. Dr. Anderson also highlighted R2 through educating the faculty.

10. State of the University

Dr. Adams-Gaston provided an update regarding engagement for the 6-year plan. Dr. Adams-Gaston highlighted the history of Norfolk State University, through the acknowledgement of the 90th year Anniversary. Dr. Adams-Gaston addressed the goals achieved and the success of the Now Is Our Time Campaign.

Student Success was highlighted regarding student's enrollment and also graduating. Financial Aid was discussed, which assist in the thriving of the students.

The establishment of the Science Center and the Fine Arts building was highlighted.

The Spartan values were discussed, highlighting student engagement and the outcome of student success. Enrollment and retention as also addressed. Dr. Adams-Gaston addressed the goal for students to have an extraordinary experience at Norfolk State University. With a goal of students graduating in four years and not having debt. Retention and graduation rate were discussed and the role of the VCAN Program.

Dr. Adams-Gaston discussed the needs for the Living Learning Center, and the Wellness, Health, and Physical Education Center.

11. Motion-Closed Meeting Pursuant to 2.2-3711(A) 1, 7, and 8 of the Code of Virginia

Dr. Chase read the following motion, seconded by Mrs. Abbott, and with an 10-0 Roll Call Vote the Board unanimously approved.

Chair, I move that we adjourn and convene 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, appointment and/or promotion, performance, salaries, of specific employees, and evaluation of performance of departments or schools where such evaluation will necessarily involve discussion of the performance of specific individuals and certain university employees; and

(7) and (8):

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, including more specifically for legal counsel to give a status update on pending and potential litigation of which the Board should be made aware; along with any necessary consultation with legal counsel regarding matters noted in this motion, and

and that any member of the NSU Board of Visitors be permitted to attend virtually or by phone to participate in the Closed Meeting.

and further that the following remain for or attend, when called, the Closed Meeting:

State all that apply:

_____ President

_____ Vice President/ Athletic Director I

_____ Vice President/Chief of Staff

12. Open Meeting

Rector Brown read: Move that the university approve the issuance of an Honorary Doctorate degree to the three (3) individuals discussed in closed meeting based on the reasons stated in the Resolutions discussed in the Closed Meeting;

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Further the university approves the issuance of the monetary and/or extension of employment agreement for the employee discussed in Closed Meeting based on the outstanding accomplishments and reasons stated during the Closed Meeting; and the selection of the faculty representative as the Board of Visitors Faculty Representative.

Please call the Roll.

13. Action Items

Mr. Bland motion to approve the Honorary Doctorate Degree to the three (3) individuals, seconded by Dr. Britt, and with an 10-0 Roll Call Vote the Board unanimously approved.

Mr. Bland motion to approve FY 2025 Resolution Six -Year Plan and Amendments, seconded by Dr. Britt, and with an 10-0 Roll Call Vote the Board unanimously approved

14. Old Business

There was none.

15. New Business

There was none.

16. Public Comment

There was none.

17. Information Items

There was none.

18. Adjournment At 2:45 p.m.

Dr. Kim W. Brown motioned to adjourned, with a 10-0 Roll Call Vote the Board unanimously approved.

NORFOLK STATE UNIVERSITY BOARD OF VISITORS

RESOLUTION TO APPROVE CLOSURE OF AN OFF-CAMPUS INSTRUCTIONAL SITE

WHEREAS, Norfolk State University has maintained an off-campus instructional site at Naval Station Norfolk, 8855 First Street, Building CEP-87 Navy College Annex, Room 202, which previously provided accessible academic programs in school counseling, mental health counseling, and rehabilitation counseling as part of the Master of Arts in Urban Education degree program; and

WHEREAS, the Commander of Navy Region Mid-Atlantic sent written notification to the President of Norfolk State University announcing the termination of the Memorandum of Understanding between the University and Naval Station Norfolk, effective December 9, 2024; and

WHEREAS, the Commander of Navy Region Mid-Atlantic stated that that they will no longer support academic programs at the military installation, given low enrollment and participation rates, as well as the preference of military personnel for online education; and

WHEREAS, the University has no students enrolled and no courses presently offered at Naval Station Norfolk, and no teach-out plan is required;

THEREFORE, BE IT RESOLVED, that after due consideration and careful review by the assigned staff, the Provost and Vice President for Academic Affairs, the University President, and upon the recommendation of the Board's Academic and Student Affairs Committee, the Norfolk State University Board of Visitors approves this resolution for the closure of the Naval Station Norfolk off-campus instructional site, as presented this 24th day of October 2025.

Signature

Kim W. Brown
Rector
Norfolk State University Board of Visitors

Date _____

FY 2025 – 2026 BOARD RESOLUTION

NORFOLK STATE UNIVERSITY BOARD OF VISITORS

RESOLUTION TO APPROVE

RISK ASSESSMENT, RESOURCE AND AUDIT PLAN

FOR FISCAL YEAR 2025 – 2026

WHEREAS, the Norfolk State University Board of Visitors must formally approve the internal audit activity's Risk Assessment, Resource and Audit Plan as mandated by [The Institute of Internal Auditors](#) (IIA) 2024 Global Internal Audit Standards and promulgated by the [Virginia Office of Inspector General](#).

WHEREAS, the Norfolk State University Board of Visitors has considered the proposed Internal Audit Risk Assessment, Resource and Audit Plan as presented by the Internal Auditor to the Audit Risk and Committee regarding the opportunity to align the function's activities with the mission and vision of the administration; and

THEREFORE, BE IT RESOLVED, that after due consideration and careful review by the Chief Audit Executive, the University President, and by the University Counsel for legal sufficiency, and upon the recommendation of the Audit, Risk and Compliance Committee, the Norfolk State University Board of Visitors approves this resolution for the FY2026 Risk Assessment, Resource and Audit Plan as presented the 24th day of October 2025.

Mr. Bishop Kim Brown, Rector

Signature

Norfolk State University Board of Visitors Date _

FY 2025 – 2026 BOARD RESOLUTION
NORFOLK STATE UNIVERSITY BOARD OF VISITORS RESOLUTION
TO APPROVE
INTERNAL AUDIT MISSION, VISION, STRATEGY
FOR FISCAL YEAR 2025 – 2026

WHEREAS, the Norfolk State University Board of Visitors must formally approve the internal audit activity's Mission, Vision and Strategic Plan as mandated by [The Institute of Internal Auditors \(IIA\) 2024 Global Internal Audit Standards](#) and promulgated by the [Virginia Office of Inspector General](#).

WHEREAS, the Strategic Plan includes the purpose, goals, and indicators of performance for the internal audit function to support the organization's mission and the value the organization creates; and

WHEREAS, the Norfolk State University Board of Visitors received a report from the Audit Committee on the development and the status of the Strategic Plan; and

THEREFORE, BE IT RESOLVED, that after due consideration and careful review by the Chief Audit Executive, the University President, and by the University Counsel for legal sufficiency, and upon the recommendation of the Audit Committee, the Norfolk State University Board of Visitors approves resolution for the FY2026 Mission, Vision and Strategy as presented the 24th day of October 2025.

Signature

Mr. Bishop Kim Brown, Rector

Norfolk State University Board of Visitors Date __

Respectfully submitted,

Dr. Katrina Chase, Secretary Board of Visitor

Sher're Dozier, Clerk to the University President for the Board of Visitor

NORFOLK STATE UNIVERSITY BOARD OF VISITORS ROLL CALL VOTE OCTOBER 24, 2025

Item	Rector Brown	Dr. Chase	Mr. Blake (Absent)	Mr. Bland	Mr. Andrews (Virtual)	Mrs. Abbott	Ms. Gladney	Dr. L.D. Britt	Mr. Sanders	Mr. Hall (Absent)	Mr. Jamison	Mr. Parks (Absent)	Dr. Jordan	Totals
Quorum established for start of Full Board Meeting	Yes	Yes	A	Yes	V	Yes	Yes	Yes	A	A	Yes	A	Yes	8-0
Approval of Virtual Participation	Yes	Yes	A	Yes	V	Yes	Yes	Yes	A	A	Yes	A	Yes	8-0
Approval of May 9, 2025, Minutes	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0
Approval of the Academic Affairs Certificate Program: Graduate Certificate in Cybersecurity	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0

Approval of the Academic Affairs Certificate Program: Graduate Certificate in Gaming Design and Development	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0
Approval of the Academic Affairs Certificate Program: Graduate Certificate in Teacher Education	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0
Approval of Academic Affairs Joint Program Dissolution College of Liberal Arts, Doctor of Philosophy (PhD) in Clinical Psychology	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0
Approval of the Academic Affairs New Degree Program: Doctor of Philosophy (PhD) in Clinical Psychology	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0

Approval of the Academic Affairs New Degree Program: Master of Science in Applied Mathematics and Statistics	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0
Resolution to Approve Removal of An Off-Campus Instructional Site	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	A	A	Yes	A	Yes	9-0
Resolution to Approve: Internal Audit Mission, Vision, Strategy, for Fiscal Year 2025-2026	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	A	Yes	10-0
Resolution to Approve: Risk Assessment, Resource and Audit Plan, for Fiscal Year 2025-2026	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	A	Yes	10-0
Motion: Closed Session	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	A	Yes	10-0
Motion: Open Session	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	10-0

Approval of three Honorary Doctorate Degrees	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	10-0
FY 2025 Resolution Six-Year Plan and Amendments	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	10-0
Adjournment	Yes	Yes	A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	Yes	10-0