

**BOARD OF VISITORS  
STRATEGIC FINANCE COMMITTEE MEETING  
October 23, 2025  
MINUTES**

**1. Call to Order/Establish Quorum**

Mr. Jamison, Chair, called the Strategic Finance Committee to order at approximately 10: 04 a.m.

A quorum was established by a 3-0 Roll Call vote.

**Present Committee Members**

Mr. Jay Jamison, Chair  
Mr. Delbert Parks

**Virtual Committee Members**

Mr. Darnelle “DJ” Jordan

**Absent Committee Member**

Mr. Conrad Hall

**Board Members Present**

Rector Kim W. Brown  
Mr. Gilbert Bland  
Dr. L.D. Britt (Strategic Finance Committee Quorum)

**Participants - NSU Administrators and Staff:**

Dr. Javaune Adams-Gaston, President  
Dr. Melissa Barnes, Interim Associate Vice President, Enrollment Management& Special Advisor  
Mr. Gregory B. Baptiste, Director of Enterprise Applications, Office of Information Technology  
Ms. Derika Burgess, Chief Audit Executive, Internal Audit  
Ms. Pamela F. Boston, University Counsel and Senior Assistant Attorney General  
Ms. April Britt-Pimienta, Executive Administrative Assistant, University Advancement  
Dr. Leonard Brown Jr., Vice President for Student Affairs  
Mr. Eric Claville, Executive Advisor to the President, Governmental Relations  
Ms. Sher’re Dozier, Clerk to the President for the Board of Visitors  
Dr. Davida Harrell- Williams, Director, Auxiliary Enterprises and Services  
Dr. Dawn Hess, Chief Compliance Officer, President’s Office  
Dr. Gerald Ellsworth Hunter, Vice President for Finance and Administration & Chief Financial Officer  
Mr. Dennis Jones, Executive Director, Planning and Budget  
Mr. Ronald King, Chief Information Security Officer/Director of IT Security  
Office of Information Technology

Dr. Justin L. Moses, Vice President for Operations and Chief Strategist for Institutional Effectiveness  
Linwood F. Moses, Director, IT Project Management, Office of Information Technology  
Ms. Phillita Peeples, Executive Assistant, Office of Internal Audit/University Compliance  
Mr. Clifford Porter, Vice President, University Advancement  
Ms. Erica Saunders, Executive Administrative Assistant, Provost Office  
Mr. Rasool Shabazz, Associate Director, Academic Technology Services, Office of Information Technology  
Ms. Crystal Square-Williams, Director, University Events, University Advancement  
Dr. James T. Walke, Assoc. V.P. Institutional Effectiveness and Planning  
Dr. Melody Webb, Athletic Director, Athletics Department  
Dr. Tanya White, Vice President and Chief of Staff  
Dr. Aurelia Williams, Interim Provost for Academic and Faculty Affairs, Provost Office  
Ms. Sharea Williams, Executive Administrative Coordinator, Institutional Effectiveness  
Ms. Martha M. Wilson, Executive Assistant, Finance and Administration  
Mr. Terry Woodhouse, Interim Associate Vice President, Facilities Management

**2. Recommend Approval of Electronic Participation**

Mr. Darrell “DJ” Jordan joined electronically at 11:09 am.

**A motion was made by Mr. Parks, and second by Dr. Britt with a 3-0 Roll Call vote to approve Mr. Jordan electronic participation at 11:09 a.m.**

**3. Recommended Approval of the April 15, 2025 Committee Minutes**

**A motion was made by Mr. Parks, and second by Dr. Britt with a 3-0 Roll Call vote to approve April 15, 2025, meeting minutes.**

**4. Discussion Items**

- **Quarterly Financial Report** - Dr. Gerald Ellsworth Hunter presented the Quarterly Financial Report for the period ending June 30, 2025.
- Actual revenue totaled \$373.3 million and Actual expenses totaled \$299.5 million for a positive Fund balance of \$73.7 million.
- **Fall 2025 Revenue Report** - Dr. Hunter presented the Fall 2025 Financial Forecast, noting stable enrollment and strong tuition revenue performance.
  - A&E mandatory fees are projected at \$12.3 million, exceeding the budgeted amount of \$11.4 million, producing a favorable variance of \$978,781 for an enrollment of 5,865 students.
  - Capital Outlay Fee revenue projections stand at \$420,789, based on an annual obligation for 1,620 students.
  - Actual enrollment as of September 16, 2025, totals 6,557 students, exceeding forecast projections.
- **Facilities Update**
  - Construct Living Learning Center and Dining Facility – \$135,900,060
  - Construct Wellness, Health and Physical Education Center – \$125,887,609
  - Construct New Dining Facility / Replace Scott Dozier – \$90,635,348

- Construct Residential Housing Phase II / Replace Rosa & West Café – \$90,507,219

- **In Progress Facilities Projects Are:**

- Construct New Science Building
- Replace the Fine Arts Building
- Construct Physical Plant/Warehouse
- New Science Building
- New Fine Arts Building
- Perimeter Security Fence:
  - 8-foot masonry piers and aluminum
  - Card Access controlled at Pedestrian Gates
- Replace Physical Plant
- Gill Gym Renovations

- **Legislative Affairs Update**

Mr. Eric Claville, Executive Advisor to the President for Governmental Relations, discussed key dates for the 2025 General Assembly Session and the Legislative Affairs Updates as well as the General Assembly Conference Report: General Assembly Conference Report, Governor’s Budget Recommendations, NSU on the Hill, and Choir in DC – Commonwealth Coffee, and Congressional Forum events.

**HB1600/SB800: Modernize / Replace Enterprise Resource Planning (ERP) System - \$4,100,000.00 – FY25**

☐ This amendment requests funding to begin moving forward with the replacement of existing finance, human resources and student information systems over the next three years.

☐ **HB1600/SB800: HBCU Partnership – \$10,000,000.00 – FY25**

☐ This amendment requests funding to continue and expand the ongoing HBCU collaboration, including Norfolk State University, Virginia State University, Hampton University, and Virginia Union University.

☐ **HB1600/SB800: Improve Campus Security – \$6,000,000.00 - FY25**

☐ This amendment provides an additional \$6.0 million for the first year from the general fund to increase funding for a security project at Norfolk State University to a total of \$8.2 million.

☐ **HB1600/SB800: Maintain Affordability – \$1,300,000.00 - FY25**

☐ This amendment provides additional general funds to support operations at the institution and minimizes potential tuition and fee increase on in-state undergraduate students in the amount of \$1.3 million.

☐ **HB1600/SB800: Undergraduate Financial Aid – \$737,000.00 - FY25**

☐ This amendment provides \$737,000 from the general fund the first year to support undergraduate need-based financial aid.

- **Human Resources Update**

Dr. Tanya White, Vice President and Chief of Staff, provided the Human Resources Updates for the period of March 2025-September 2025: As well as other implementations.

- Total HR Transactions: 1,780
- Full-time (426 total):

- Faculty – 166
- Classified – 161
- Administrative Faculty – 99
- Part-time (1,354 total):
- Adjunct Faculty – 310
- Graduate Assistant – 138
- Student – 235
- Hourly – 211
- Other (recruitment, changes, and separations, etc.) – 460

Dr. White reported that the search for the Associate Vice President for Human Resources has been completed, the new person will start on December 1, 2025.

- **Operations & Institutional Effectiveness and Planning**

Dr. Moses presented the report on Information Technology, Institutional Research & Project Management Implementations: They are:

- IT Related Acquisitions
- Spartan Innovation Academy
- Information Security
- Technical Services
- Academic Technology
- Institutional Research
- Project Management

- **Information Technology and Security Update**

- **University Advancement Update**

Mr. Clifford Porter, Vice President for University Advancement, presented a thorough assessment of the following University Advancement accomplishments and goals:

- ✓ Norfolk State University won four (4) awards for the Circle of Excellence Silver Case Awards showcase for outstanding work in advancement services, alumni relations, communications, fundraising, and marketing.
- ✓ Norfolk State University 90<sup>th</sup> Anniversary 1935-2025
  - Founders Dag Celebration Activities
  - President's Gala
- ✓ Now is Our Time Campaign (\$90 million was the goal but \$95.3 million raised as of October 23, 2025).
- ✓ Norfolk State University's Division of University Advancement has initiated two virtual engagement officers that are 100% powered by Artificial Intelligence. These two officers will have a portfolio of 1,000 donors each. Engagement activities will include text and email messages announcing campus updates and fundraising opportunities to individuals within the portfolio. The engagement officers will make referrals to members of the advancement team when human interaction is needed to complete gifts or to give more detailed information.

## 5. Closed Meeting Certification

**A motion was made by Dr. Britt, and second by Mr. Park's with a 4-0 Roll Call vote for the Closed Meeting Certification**

## 6. Adjournment

There being no further business, the Committee Meeting adjourned at approximately 11:34 a.m.

Respectfully submitted,

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Jay Jamison, Chair  
Strategic Finance Committee

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Gerald Ellsworth Hunter, PhD, Committee Lead  
Vice President for Finance and Administration

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Martha M. Wilson, Executive Assistant for  
Finance and Administration

**NSU BOV STRATEGIC FINANCE COMMITTEE**  
**ROLL CALL VOTE OCTOBER 23, 2025**

<b>Item</b>	<b>Mr. Jay Jamison (Chair)</b>	<b>Mr. Conrad Hall</b>	<b>Mr. Delbert Parks</b>	<b>Mr. Darrell “DJ” Jordan</b>	<b>Dr. L. D. Britt</b>	<b>Totals</b>
<b>Quorum</b>	✓	Absent	✓	-	✓	3.0
<b>Recommend Approval of Electronic Participation</b>	✓	Absent	✓	-	✓	3.0
<b>Approval of the Minutes</b>	✓	Absent	✓	-	✓	3.0
<b>Closed Meeting Certification</b>	✓	Absent	✓ V	✓ V	✓ V	4.0

**(V) Virtual**