

**DRAFT**

**BOARD OF VISITORS  
FULL BOARD MEETING  
December 5, 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 8:45 a.m.

A quorum was established with a 10-0 Roll Call vote. A list of individuals who joined the meeting is provided below.

Mrs. Heidi Abbott informed of the reason of electronic participation, due to medical reasons. Mr. Blake motioned, seconded by Dr. Chase, and with an 10-0 Roll Call vote, the Board unanimously approved the virtual participation.

**Present – Board Members**

Bishop Kim W. Brown, Rector  
Mr. Dwayne B. Blake, Vice Rector  
Dr. Katrina Chase, Secretary  
Mr. Delbert Parks  
Mr. Conrad Hall  
Mr. T. Michael Andrews  
Dr. L.D. Britt  
Mr. James Jamison  
Mr. Darrell “DJ” Jordan  
Mr. Edward Sanders  
Ms. Teresa Gladney

**Board Members Participated Virtually**

Mrs. Heidi Abbott

**Board Members Absent**

Mr. Gilbert Bland

**Faculty Representative to the Board**

Dr. Shaun Anderson, Faculty Representative

### **Participant-Audit Director**

Ms. Jennifer Eggleston, CPA, CISA, CGFM, Audit Director

### **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

Mrs. Derika Burgess, Chief Audit Executive

Chief Brian K. Covington, Norfolk State University Police Department

Dr. Melissa J. Barnes, Assistant Vice President for Enrollment Management

Mr. Terry Woodhouse, Interim Assistant Vice President, Facilities Management

Mr. Dennis Jones, Executive Budget Director

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

Dr. Davida Harrell-Williams, Auxiliary Enterprises & Services

Ms. Lakisha Speller, Assistant Vice President of Finance and University Controller

Mr. Stan Donaldson, Director of Media Relations

Dr. Sandra Williamson-Ashe, Associate Professor / Academic Affairs Recruitment Coordinator

Ms. Erica L. Saunders, Executive Administrative Assistant to the Provost and Vice President for Academic Affairs

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

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

Mrs. Kimberly Gaymon, Scheduler/Financial Services Specialist

Mr. Gregory B. Baptiste, Director of Enterprise Applications/OIT

Mr. Christopher Gregory, 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 expressed his appreciation to Mr. Blake for sitting in during his absence from the December 4, 2025, Committee Meeting.

Dr. Adams-Gaston highlighted the significance of building strong relationships and expressed her appreciation to the Board of Visitors, and all members of the university community. Dr. Adams-Gaston also discussed the importance of learning from each other by displaying gratitude, support, and willingness to give time and attention.

## **3. Consent Agenda - Recommend Approval of October 24, 2025, Board Meeting Minutes**

**The Board unanimously approved with a 12-0 Roll Call Vote, the minutes for October 24, 2025, Board Meeting, motioned by Mr. Hall and Seconded by Dr. Britt.**

## **4. Auditor of Public Accounts- Ms. Jennifer Eggleston, CPA, CISA, CGFM, Audit Director**

Ms. Eggleston provided a review of the findings and confirmed that there were no unusual or significant transactions, nor any alternative treatments noted. There were no significant disagreements related to financial statement information. The internal control report was reviewed, and there were no findings for Information Technology identified. Ms. Eggleston also discussed findings related to financial aid and addressed objectives and steps in communicating with management and the Board.

The university has hired a consultant and appointed a university controller. Mr. Jamison and Mr. Parks are developing strategies to address concerns discussed during the audit process.

## **5. Student Representative Update-Ms. A’Kiera Grant**

Ms. Grant was unable to attend the Full Board Meeting due to a work commitment.

## **6. Faculty Representative Update-Dr. Shaun Anderson**

Dr. Anderson highlighted three key discussion items.

- Fall 2025 Faculty Grievances: Two grievances were addressed, all required steps have been completed, and corrective actions are currently underway.
- Black History Month Planning: Departments are actively exploring and coordinating celebratory events.
- Emeritus Process and Program: Collaboration is ongoing with Provost Williams (I) to finalize the process and program details.

## **7. Audit, Risk and Compliance Committee Update- Mr. Parks, Chair**

Mr. Parks expressed his appreciation to Mrs. Burgees for her previous report. During the update, Mr. Parks emphasized the functions of the audit process, by highlighting the following key roles:

- Governance
- Risk Management
- Compliance

Mr. Parks also reviewed leading practices, which included:

- Respecting leadership
- Direct Board access
- Involvement in strategic projects
- Focus on emerging risk areas
- Use of data analytics

Additionally, Mr. Parks provided an update on enrollment reporting. The discussion addressed findings related to enrollment data to the National Student Loan Data System, along with remediation efforts. Action trends and ageing reports were also reviewed.

## **8. Academic and Student Affairs Committee Update- Mr. Bland, Chair (Dr. L.D. Britt, sat in)**

Dr. L.D. Britt provided the committee with an update, on behalf of Mr. Gilbert Bland.

Dr. Williams shared the progress on the faculty hiring initiatives and introduced the newest quantum capabilities, capacity, and faculty. Dr. Williams provided an update on the PELL Initiative of Virginia and Institution-Wide Barrier review. The Quantum Program was also reviewed by Dr. Doyle Temple with benefits that the program provides to the university.

Dr. Brown addressed housing challenges, including shortage, demands, and future strategies. Dr. Brown highlighted collaboration with Dr. Hunter and his team to explore short-term lease options; to stabilize housing capacity. The goal is to ensure first- and second-year students reside on the campus, with an importance of retention.

Dr. Moses informed that the Registrar search is approaching completion; with four finalists scheduled to visit campus in the upcoming weeks. Dr. Moses introduced the new enrollment marketing platform “Way Better;” which is designed to provide comprehensive information on academic offerings and administrative support. Dr. Moses commended the recruitment and enrollment teams for their efforts of enrollment growth.

Dr. Webb provided an update on Norfolk State University’s Homecoming, with a record attendance of 47,000. She emphasized NSU’s brand visibility and highlighted several events including:

- Good Morning America
- First Take
- The Legends Game in Philadelphia

Dr. Webb also presented the S-C-O-R-E Analysis, which focused on:

- Strengths
- Core Goals
- Opportunities
- Results
- Elevate

She discussed opportunities available for alumni's and donors' engagement, as well as opportunities for integration and technology implementation of analytics and digital tools.

Dr. Webb celebrated recent championships and honors, including:

- Cross Country team
- Men's Cross-Country
- First Place Conference Championship
- Coach of the Year
- MEAC Player of the Year of Cross Country

She highlighted the importance of ensuring that resources and tools are available for our student athletes to excel academically.

Dr. Webb introduced two new coaches that have joined the staff.

- Coach Morgan
- Coach Matthews

## **9. Strategic Finance Committee Update – Mr. Jay Jamison, Chair**

Mr. Jamison provided an update on the committee meeting, addressing revenues, expenses, and the positive fund balance.

Dr. Hunter reviewed the financial statements and emphasized the status and availability of funds.

Dr. Adams-Gaston commended the Department of Enrollment Management for their efforts in supporting students.

Mr. Jamison reviewed the SWAM report. He also provided an update on the Emergency Alert System.

Facility Management highlighted the progress on the New Science Building; with a targeted completion date of Fall 2025. The newly constructed 8-foot fence was also highlighted, with a goal of completion by Spring 2026.

Mr. Claville shared an update on the Legislative Report, including key dates for the 2026 General Assembly Session. Mr. Claville also acknowledged the Board of Visitors Members) that are apart of Governor Elect Spanberger transition team, which are listed below.

- Mrs. Heidi Abbott, Norfolk State University Board of Visitors Member
- Mr. Jim Dyke, Former Norfolk State University Board of Visitors Member
- Mr. Gilbert Bland, Norfolk State University Board of Visitors Member

Mr. Jamison discussed the posting of the Chief Compliance Officer position and introduced Ms. Danielle Hairston as the Assistant Vice President of Human Resources.

Mr. Jamison also provided an update on the Workday Implementation and Project Management timeline. Dr. Moses provided additional insights on the Workday Platform and expressed appreciation for the team's effort and initiative.

Mr. Porter provided an update on the campaign, highlighting the gift received from McKenzie Scott, and contributions received during Giving Tuesday. A total of \$60,684,457.92 was raised.

#### **10. Governance Committee Update- Mrs. Heidi Abbott, Chair**

Mrs. Abbott expressed her appreciation to Dr. Chase for leadership during the previous Governance Committee meeting. Mrs. Abbott provided the committee update, by highlighting the SCHEV training, held in November in Richmond, Virginia. Mrs. Abbott shared updates received from Mr. Claville regarding several SCHEV Actions and from Dr. White in reference to policies that are currently under the Board review.

Mrs. Abbott also informed of upcoming discussions in March related to Board Members who are eligible for reappointment and those whose terms will conclude.

#### **11. State of the University**

Dr. Adams-Gaston highlighted McKenzie Scott's gift received and expressed her gratitude. She emphasized the transformative impact of contributions on the institution and the impot. Dr. Adams-Gaston also discussed the university's strength and vision for the future, highlighting the construction of a perimeter fence.

December 6, 2025, Commencement was discussed and the critical role that higher education plays in preparing students for success.

Dr. Adams-Gaston also acknowledged the Board of Visitors for their continued support. Dr. Adams-Gaston also discussed the importance of creating opportunities for advancement and highlighted the achievements of the programs such as VCAN, DNIMAS, and Athletics. Dr. Adams-Gaston reaffirmed the university's commitment to closing gaps and ensuring access for all students.

President Adams-Gaston thanked the cabinet and office staff on their continued dedication to excellence and ensuring student success.

#### **12. Old Business**

There was none

#### **13. New Business**

Members of the Board of Visitors have received a Resolution from the Secretary of Education, issued on behalf of the Governor, addressing Anti-Semitism. The Governor has requested that every state institution publicly affirm this Resolution before the end of the year.

**Dr. Britt motion to approve to reaffirm the existing Board of Visitors Policy #4 on Anti-Discrimination, seconded by Mr. Blake, and with an 11-0 Roll Call Vote the Board unanimously approved.**

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

**Mr. Blake read the following motion, seconded by Mr. Andrews, and with an 12-0 Roll Call Vote the Board unanimously approved.**

**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, and performance evaluations of specific individuals and certain university employees; and**

**to discuss assignment, appointment, promotion, performance, evaluation and salaries of specific employees of Norfolk State University which may include evaluation of performance of university departments; and where such evaluation will necessarily involve discussion of performance of specific individuals; and**

**to discuss or evaluate performance of departments of the university that necessarily involve discussion regarding performance of individual employees, more specifically related to reports, investigative notes, correspondence, and information furnished in confidence and records otherwise exempted by the university; 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**

**that any member of the Norfolk State University Board of Visitors be permitted to attend virtually, in person or by phone the Closed Meeting; and**  
**further that the following remain for or attend virtually, when called, the Closed Meeting:**

State all that apply:

- ☐ President
- ☐ University Counsel
- ☐ Vice President and Chief of Staff
- ☐ Vice President for Finance and Administration

## **15. Open Meeting**

**Rector Brown read the following motion: Having reconvened in open session, 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.**

## **16. Action**

**Mr. Blake motion to approve the actions discussed regarding a high-level university employee at Norfolk State University which includes discussion of the subject matter of job performance and compensation and a matter consistent for the discussion in closed session, seconded by Dr. Chase, and with an 11-0 Roll Call Vote the Board unanimously approved**

## **17. Public Comment**

There was none.

## **18. Information Items**

There was none.

## **19. Adjournment At 3:15 p.m.**

**Dr. Kim W. Brown motioned to adjourned, with a 12-0 Roll Call Vote the Board unanimously approved.**



Respectfully submitted,

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Dr. Katrina Chase, Secretary Board of Visitor

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

**Norfolk State University Board of Visitors  
Roll Call Vote December 5, 2025**

Item	Rector Brown	Dr. Chase	Mr. Blake	Mr. Bland (Absent)	Mr. Andrews	Mrs. Abbott (Virtual)	Ms. Gladney	Dr. Britt	Mr. Sanders	Mr. Hall	Mr. Jamison	Mr. Parks	Mr. Jordan	Totals
Quorum	Yes	Yes	Yes	Absent	Yes	-	Yes	Yes	Yes	Yes	Yes	Yes	Absent	10-0
Approval of Virtual Participation	Yes	Yes	Yes	Absent	Yes	-	Yes	Yes	Yes	Yes	Yes	Yes	Absent	10-0
Approval of October 24, 2025, Minutes	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	12-0
Approve to reaffirm the existing Board of Visitors Policy #4 on Anti-Discrimination	Yes	Yes	Yes	Absent	Yes	Yes	Abstained	Yes	Yes	Yes	Yes	Yes	Yes	11-0
Motion- Closed Meeting	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	12-0
Motion- Open Session	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	12-0
Approve the actions discussed regarding a high-level university employee at Norfolk State University which includes discussion of the subject matter of job performance and compensation and a matter consistent for the discussion in closed session,	Yes	Yes	Yes	Absent	Yes	Yes	Abstained	Yes	Yes	Yes	Yes	Yes	Yes	11-0
Adjournment	Yes	Yes	Yes	Absent	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	12-0