

0:05

Ms. Blunt – Here.

0:09

Mr. Blake – Here.

0:10

Bishop Brown – Here.

0:12

Dr. DiCroce – Here. Mr. Fulton – Here. Mr. Helpinstill.

0:20

We have a quorum. All right. Thank you. Um, and I believe the minutes are in the, in the packet. And so, are there any questions, changes, or concerns for the minutes?

0:33

Move approval. Second.

0:34

All in favor?

0:38

Aye. Aye. Ayes. Aye.

0:40

April, can you put the agenda up?

0:46

All right.

0:47

And, so, we are scheduled to have Management Action Plans this morning for Enrollment Management, Building Access, and Grants and Contracts.

0:58

And, unfortunately, those presentations were not done in time for the Audit Committee to review, so that we would be prepared to do our due diligence.

1:10

So, we will not be doing those presentations this morning, but I would say to management that we can't do our job effectively, if you all are not timely in

1:21

Providing us with the information for us to do our due diligence and our review.

1:25

So, those presentations will be moved to the next meeting. We, we sent them all. Ms. Blunt. They were all sent in advance.

1:34

I did not get them. Did anybody get them?

1:40

Ms. April? I sent the meeting book.

1:43

Yeah. All the documents.

1:46

So, all the presentations were in the meeting book?

1:49

That's correct.

1:50

Yeah. I looked in the meeting book and

1:52

I couldn't see them, so maybe something was wrong with mine. Um, stuff didn't. Um did, let me ask Dr. Dicroce, Dwayne and BK and Bishop - were you able to see and review the documents?

2:07

I have not yet, but it's my fault. It's not the fault of staff.

2:11

I just haven't looked at that at that book yet. Have BK and Dwayne? Were you able to?

2:20

Yeah. The same for me, because I've been tied up with my earnings calls, so I didn't have time to look at it. And, I, I got all the stuff and flipped through everything, but I couldn't tell you one document from the other. Remember.

2:33

So, I'm not sure why I couldn't see them when I went in the meeting book.

2:36

All I could see was placeholder pages. Um, so, um, with that said,

2:45

okay, well, then, it sounds like both sides are in the same boat.

2:50

I hoping this want take too long, and we'll start with Justin and Enrollment Management.

2:56

Thank you.

3:05

Good morning.

3:15

Okay, okay. Again, good morning. Can you all hear me?

3:20

Yes, we can hear you.

3:22

Great. Thank you. I hope you all are doing well.

3:25

I've had a chance to review the three audit issues related to Enrollment Management with specific regard to recruitment activity and assessment of those activities, along with strategic planning and management oversight.

3:38

I've asked Dr. Juan Alexander, our Associate Vice President for Enrollment Management, to discuss the management action plans, any progress towards those plans, so I will have him to speak at this time. Thank you.

3:53

Okay. Good morning. What I would like to do is talk to the management action plans.

4:00

Um, as a result of the findings and recommendations, I would like to speak to the management action plans that are specifically within Enrollment Management, the Office of Admissions has done to

4:12

correct these findings, Um, the first management action plan for the findings -

4:18

finding #1 - updating the current recruitment plan with data points to identify targeted student recruitment populations.

4:28

The, um, recruitment plan that we presented, when the initial finding, we have specific states that we were targeting, but what we did to update the recruitment plan is to drill down, um,

4:40

not only just states, but specific geo markets, in terms of different cities that we could actually refine and looking at the data, um, of where we're getting these students from, from the various states.

4:51

So, while we had a recruitment plan, there was a little tweak that we needed to do to drill down a little deeper, which we have actually done.

5:00

Um, the second point to the management plan, in terms of updating the recruitment schedule, um, there was some instances, because, as, back then in 2019, we had a lot of manual processes that we were doing in the office, which we have since corrected.

5:17

So, in terms of the recruitment schedule, what we've done is, and COVID has helped to some degree. We, we also have an electronic copy through Outlook that we use as the recruitment calendar.

5:30

And, we also keep an Excel sheet for, just to have a hard copy.

5:35

So, we've added the Outlook calendar as a recruitment schedule as well. Okay, which compliments the Excel spreadsheet, the hard copy.

5:46

So, the management plan for action item #3,

5:50

and working with the university's Marketing and Communications Office. Um, while we've had a collaborative relationship in the past

5:58

now we're working more closely with Marketing and Communications.

6:02

Specifically, now, because we are working with a student search firm, Enrollment Fuel, which is allowing us now to target students earlier.

6:12

And, again, to compliment number #1, as I talked about drilling down to specific areas, they are actually helping us now to drill down to specific areas.

6:23

And, Marketing Communications is helping us in terms of the graphics and things of that nature, and the messaging that we're sending to these students.

6:31

So, in collaboration with Marketing Communication and Enrollment Fuel, these are the things that we're doing now to increase the collaboration with Marketing and Communication.

6:42

Um, more than what, what it was before.

6:44

Go to the next slide.

6:48

So, I spoke to the update of the recruitment schedule.

6:51

So, basically what we're using now is our internal data determining where our students are coming from.

6:58

Um, to make sure that the plan that we have set in place is moving forward.

7:05

Now of course, it's a little different now, because we're all virtual, but keeping in mind we're still targeting students within those specific areas that have been identified as our primary markets, the geo markets. Okay.

7:19

The second finding, um, we have biweekly and monthly meetings, staff meetings, of course, divisional meetings where this information in terms of recruitment is disseminated.

7:33

Um, we've presented at several alumni conferences where we've talked to the association about what our recruitment efforts are along with how they can assist us.

7:42

And we've also developed an alumni admissions recruitment training manual, which we had before.

7:49

But now, you know, we've updated it and we're sending you out to more of the chapters to help us with our recruitment efforts.

7:57

Of course, that was then, now plus we have virtual, we're still working with the alums in our virtual environments, and they are also, they have the accessibility to the alumni admissions training manual.

8:12

Our post recruitment reports, now that everything is virtual,

8:16

um, we can provide updated copies or electronic copies in terms of the virtual college fairs and things that we're doing.

8:25

Um, how those fairs are we can't necessarily gage applications, because at these college fairs, we're not collecting applications, and because now we're pretty much a paperless application process. It's kind of difficult right now with COVID, but so what we will rely on is basically our, um, post data recruitment information

8:49

once all of the students are enrolled for this coming fall, to kind of gage which activities were the best activities for us to be a part of in the virtual environment.

8:59

In addition to that, our admission counselors have virtual appointments with individual students.

9:05

They have the option of signing up online, um, to reach and talk to students who may have specific questions, things of that nature.

9:15

Last slide, please.

9:17

Okay. And, typically, what we're doing on a daily basis, also, on a weekly basis, we'll also reviewing our recruitment data to monitor where we are in charge of our applications, where we are with our admits.

9:32

And then, once the fall semester starts, typically, what we will do, we will go back, and will again, to review our yield in terms of the number of applications, admits, and the number of students that we've yielded, and where those students are actually coming from, and what activities have actually led these students to enroll to Norfolk State.

9:53

So that concludes my presentation.

9:55

I will entertain any questions that anybody may have. Okay, any questions from the Committee?

10:06

Um, Madam, Madam Chair, I don't, this is Kim Brown. I don't know if it's a question.

10:12

Thank you first of all, for the presentation,

10:15

the report. I guess, I, I want a little bit more clarity, because one of the things I've learned in this season leading a church structure that had to really redefine or reinvent itself during the season to survive.

10:34

We've come up with two words and I see organizations either being adaptable or flexible. And, I just heard a whole lot of language about, you know, during COVID, during COVID. It almost sounds like, and I'm really asking.

10:51

Are we, are we changing? We're not going, we can't –

10:54

universities will never operate the way they operated before COVID. Just like a church won't. Right. So are we being adaptable or flexible? It sounds like to me that we are being flexible, and as soon as COVID is over, we're going to try to operate the way we were operating before COVID.

11:11

I didn't hear, you know, in other words, if we're doing virtual recruitment only because of COVID we're still missing. Virtual recruitment is going to be required after COVID.

11:22

So I guess I don't know if it's a question, or how are we thinking. Well, we're thinking long term. We're being adaptable.

11:30

And, the reason why I say we're being adaptable is because there are several tools in place, things in place, that we have now that we didn't have before.

11:38

For example, students search. We have never done student search in the five years that I have been here. And, students search, what that is

11:47

for those who don't understand, it provides an opportunity for us, 1) to recruit into areas where we can't go, um, because, due to limited staff of course, right. And, that's not an excuse, but it's the reality of where we are.

12:01

So, our students search, the company that we are using

12:03

for student search allows us to go and to target students into areas that we may typically may not go. Okay?

12:11

The other, the other piece with the student search is we are, we're now in a position where we're starting to recruit students earlier in the recruitment process.

12:22

For example, in March, we will now begin to start recruiting juniors for fall 2022. Okay.

12:32

We have not done that before.

12:33

All right, so that the tools and mechanisms that we're putting in place are not just for this time, but it is for the university to remain viable and sustainable, because you're right. We are not using COVID as an excuse, but at some point this may be the new normal, okay, because we found some things that we can capitalize upon from a virtual standpoint.

12:57

The other thing that we've implemented is a virtual tour that we'll be, we'll be implementing within the, at the end of the month.

13:04

A virtual tour for students, who may not necessarily be able to come and visit the campus, but they can actually get a picture and an idea of what the university looks like.

13:15

That's something that we will not discard even after COVID, because, again, these are long-term items.

13:22

So, while the presentation speaks to a lot of flexibility, but the tools and the systems that we're putting in place, are tools that will require, and that will enhance the institution, and allow the institution to be sustainable.

13:38

The other, the other, um, point that I would like to make, we're now part of the common application.

13:43

Okay. The common application is an application service, where you have about 8, 850, 860 colleges and universities that are part of it. That expands our reach in terms of the number of students that we can target, because it's such a popular application service.

14:03

Within the common application, there are only eleven HBCUs that are even a part of this service. Norfolk State is now one of the eleven HBCUs.

14:11

So again, this speaks to not just the flexibility, but the, being adaptable,

14:16

but also understanding long-term that the institution needs to remain viable, as well as sustainable.

14:22

So, the things that we are putting in place are things that will sustain the institution, not just temporary.

14:31

Other questions?

14:32

Um, I don't have a question, Mary, but just to reinforce what the Bishop said, and what I think Gerald was saying. It, it's Gerald,

14:43

I think it's almost finding the opportunity in COVID to reinvent the university's policies and practices.

14:57

And um, you know, that's a, I mean, that's something everybody's doing.

15:04

Um, and I, and I think it would be good to frame it that way.

15:09

Um, from the, right from the beginning, that it's, it's really taking existing practices and rethinking them from the lessons learned, almost of COVID. And, to the point of this, these are the things that I mentioned are things that we have never done.

15:31

Yeah, I mean I didn't know that we did participate in that common application.

15:36

I mean I think that's a major plus to join that, because you know so many students use that and it's easy for them to use in terms of the application process. So, that, that movement in itself, um, strikes me as, um, a reinvention.

15:56

Let me just say. Let me just add one other point.

15:58

Just as the process evolves and as we adapt to these new practices, to keep in mind that, you know, when you know you're thinking about the audit process and providing evidence and documentation for your activities. You know, where hard copies and printed paper is kind of going away.

16:19

So, as these new systems and new processes, processes are put in place, ensure that there is traceability, there's ability to capture evidence of what you're doing that aligns with those practices.

16:31

So that, as the audit team does their work, they have an ability to, you know, the old trust, but verify. Yeah. That they've got that documentation in place to support it.

16:42

I'd like to share one thing. I like what I'm hearing.

16:45

Um, I, I agree with the idea of framing this at the outset, as part of the way we're carrying the institution forward.

16:55

I'm, I'm struck by a meeting that many of the Board members had with young students and one young lady in particular, you know, this is just a couple of years ago.

17:07

Um, since Dr. J has been with us, I believe Dr. J was with us when we did this session and she said she had never heard of an HBCU.

17:17

So, the virtual tour, kind of peaking my interest, and I think the things that we assume, the great things we assume about Norfolk State, we shouldn't assume everybody knows.

17:29

And, to the extent, the virtual tour and other media and other tools can be pushed, and are easily accessible. I think it will help people who appreciate the jewel that we have in Norfolk State.

17:45

And, I'd just like to add to that, that um, while this is responsive to some request that, and, and, acknowledgments the audit review. Really, we're trying to really take a forward looking view of where we're going with NSU.

18:09

And, the whole point that you make Bishop about the fact that COVID, post COVID, that is not going back to a way that we used to be.

18:19



And, I think all of you have had a chance to see a couple of versions of the short video that we're now using for marketing the university, and we used it, and got lots, and lots of eyeballs on it, through the Senate debate, and then ESPN when our team was on ESPN, having that available.

18:41

So, we begin to make a brand about NSU that is ongoing, but the other piece of this is we're also doing some things to think forward about the university at large.

18:53

And, so, when we're thinking about the academic partnerships that we were able to establish a relationship with, and that want to thank BK for getting that in front of us. That's an all virtual platform continuous for, um, right now, for our graduate programs, but we do have the opportunity to at some point, really use that platform,

19:17

and that's a national, international platform that has had a lot of success. We're the first HBCU in that platform.

19:25

So, really thinking about not just today, but who are we going to be, you know, in 2024 is what I always say.

19:35

And, just as a (go ahead), and just as a data point, um, right now, we're up to 25% in our freshmen applications, and were up 27% in our transfer applications for this fall.

19:50

And, one of the things I was struck by in your, in your, um, presentation was, and maybe I'm over reading it, but your reliance on Excel spreadsheets to track your data. Is that correct, or do you have an enrollment database?

20:12

So, the Excel spreadsheet was for the recruitment schedule, where we track our recruitment events, but in terms of capturing data, our data is pulled from, um, Informa, as well as the Colleague system that we can pull data into. The Excel spreadsheet that I spoke to

20:27

specifically talked about the recruitment schedule, having a hard copy of the recruitment schedule. Oh, the recruitment schedule. Yes, ma'am.

20:35

So, you all do track, um, time to close

20:40

from the point of the application to either acceptance or declining, and track things like conversion rates. You mean? Yield rates, acceptance rates. Yes. And, is that in the database and not in this excel spreadsheet?

20:57

Well it's, it's in the database that's imported onto it an excel spreadsheet, so that I, you can review the numbers and things. Oh, okay. Yes. So the Excel spreadsheet you use to manipulate the data as well? Not necessarily to manipulate, but to, to, to view the data (to view of the data). Yes, ma'am.

21:15

All right, thank you.

21:18

Any other questions on that?

21:20

All right. Next.

21:24

Okay.

21:32

Yeah.

21:35

Good morning, and Happy New Year.

21:38

Yeah.

21:41

Yeah, this morning, I've got two areas within the Division of Finance and Administration that we will be covering.

21:48

U, the first area is Building Access, which is closely correlated to campus safety, campus policing, and facilities management.

21:58

I've asked our Chief Vincent Moore to come and speak to that.

22:05

This morning, you will notice that there were fourteen findings, nine of which have been completed.

22:16

Um, we can't see the presentation. I'm sorry, I'm sorry. I'm trying to pull it up. She's getting it up. Drika is pulling it up.

22:26

I've got it up on my cell phone. Oh. Okay.

22:28

There, there were fourteen findings. We won't, we won't start with the presentation until it, until you can see it.

22:40

But we had fourteen findings, nine of which have been completed, five of which are either ongoing or in progress. You will note that the reason they're in progress or ongoing

22:56

it's because they are projects, in essence. There are things that we have started on and put in place, and are working towards that. Actually, they'll never end.

23:06

They're something that, they're the kinds of things that we're always going to have to continue to improve on like the camera systems, technology to support them, and things of that nature.

23:16

So, Chief Moore is here to speak to,

23:21

to walk us through the findings. Okay.

23:30

Good morning, everybody.

23:33

That's.

23:35

(inaudible talking).

23:38

That's okay. Oh, he's got you.

23:41

I'm good.

23:44

Good morning, everyone. I'm Vincent Moore, Chief of Police here at Norfolk State.

23:48

And, um, what I want to do this morning is just address some of the findings that were pointed out to us during an audit by the previous auditor.

24:03

Um, the majority of these findings, they all start with our, um, efforts here in Norfolk State to enhance our security posture, um, here. And, along, along the lines of, we're talking cameras, we're talking motion detectors in certain areas where, you know, we're dealing with money, etcetera. We're talking duress alarms, those type things. And, um, what we've got is, we've got a, we've got a robust system that's in place here at Norfolk State.

24:40

Um, but what we all, just like with any other organization, um, there are areas where we can improve, and that's what we're trying to do right now, here right now.

24:50

Um, and I'm just going, what I'm going to do is, I'm going to just start with the, with the beginning, and just, just go line by line over the findings. Um, no formal process to identify and evaluate and prioritize physical access vulnerabilities, and the risks of those threats pose to campus safety.

25:12

Um, that finding has been addressed.

25:15

Um, what we've done, we've invested in a new security system, we call it RS2.

25:23

That system is, has been installed over the entire campus. It is what we use as an example to come in and out of our buildings. Okay.

25:35

Um, what we're using, RS2 is, it is going to be the, the base of us, us, building our, our, our, our security system off of. And, um, what we did, the idea, and I've been on board for 18 months, and this process started prior to me getting here, but, the idea that was, that was initiated was, we're going to go with the MCAR building

26:00

as far as installing and upgrading the security systems from RS2 there. Once we complete the MCAR upgrades and install, then we were going to cascade, but we are going to cascade across the rest of the campus with our ,um, with our security systems. Um, and, talking about MCAR,

because MCAR is a facility with the most sensitive areas, and that, we've got our clean room over there, and

26:31

we've got certain chemicals over there that we're ensuring that we have to maintain a level of security on. Um, talking further along the lines of that is,

26:47

is, um, the MCAR vulnerability survey, was um, was um, was completed.

26:53

And um, and um, and we are currently installing the system over there.

27:00

The fourth floor is where we are focusing our efforts on, because that is where our server room is located, and we are currently conducting a construction job over there right now. We're moving all the, the tenants from the fourth floor. Got a nod from OIT to move all of those individuals down to the second floor.

27:19

We have re-carded all of the elevators, the fire escapes, as well as the emergency exits, so that the individuals that, that don't have access, or don't need access to the fourth floor will be able to go to any other place in the building. Okay. However, fourth floor is a restricted access office area.

27:43

Going next to access to the building, including critical sensitive areas. Just what I indicated earlier, that's that MCAR construction. That job has been complete.

27:59

Active authorization for McDemmond Center – Compiled a list of authorized individuals. Those are the individuals that are going over for the clean room, as well as for the server room.

28:10

We have completed a list of authorized individuals, as well as we have provided a copy of the SOP for the clean room. That has been done.

28:25

Assessment of alert boxes in areas of refuge –

28:29

That is one of those areas as Mr. Hunter indicated earlier as one of those ongoing processes, even though it says complete.

28:35

What this is, is this requires the fire marshal to come out on a, you know, every three months or six months to inspect those areas to ensure that we are maintaining the areas within the, the safety limits of the fire safety.

28:54

Fire doors at the Student Center –

28:58

What we had was a problem in that when the fire alarm went off, there's a bridge between the Student Center and the Student Services Center that you would, um, you would get trapped between those two buildings when a fire alarm went off.

29:09

That has since been repaired.

29:14

Also, along the same lines –

29:20

Entrance was trying to be made to the Student Center on the quad side. If you would go there and unlock a door with your swipe card, it would actually unlock all doors. That, um, that now function has also been repaired.

29:40

The visitor and contractor policy has been rewritten and updated.

29:47

Spartan Card inventory and Spartan Card cleanup –

29:51

There are two, there are two different sides of the Spartan Card. There's the financial side and then there's a student access, a visitor access side. Um, when we purchased the RS2 system, we also purchased a supply of blank cards. Um, those blank cards are kept under lock and key over at our Spartan Card Office.

30:12

And then there is a, um, there is a, um, a timely inventory every three months to ensure that all cards are being accounted for.

30:26

Rekeying of sensitive areas/upgrade of the Spartan Card.

30:31

I'm sorry, upgrade of the MCAR.

30:33

That was part of the original McDermmond Center process that we completed. What we, we, rekeyed, and we corrected and denied access to the fourth floor, as well as we, um, on the elevators and the, um, the um, fire escapes.

30:53

Hmm.

30:56

Key inventory compliance – that is another, that's an ongoing process, but we are, we are in compliance with that now, but it is an ongoing, um, um, process.

31:15

Okay. RS2 functionality, we met with the RS2 vendor to actually see what part of the system that, you know, how it actually works.

31:31

And I can indicate, and I'll let you guys know that, um, what we're doing right now is we are going to, we've identified, um, cameras on the university that are currently inoperative.

31:47

And we are working with the facility department and a vendor and we've reviewed the schematic. One of my officers has looked over

31:57

the schematic of all, um, um, cameras that are on the university, as well as those cameras that are not working.

32:05

Some of those cameras are not working because they need to be refocused. Some of those cameras are not working, because they're pointing in the wrong direction, etcetera.

32:12

Long story short, those are, those areas have been reviewed and we've got a vendor that's on board. The funding has been identified, and over the next couple of weeks, or so, they will be out to, um, to repair those cameras and bring those cameras back online.

32:28

Yeah.

32:34

Update the university key and lock policy - That has been, has been completed.

32:40

Then. Yes. Before you go, leave away from cameras. Do we use any drones at all for anything, safety and security, construction inspection?

32:51

Um, no, we do not. We don't use drones here at the university. Thank you.

32:56

All right. And, then um, the last, the last finding, was um, video security capability storage capacity.

33:05

We are currently working with the OIT, um to, um.

33:13

This, what's going to occur in the future is between the camera systems, between all the electronic door locks that we have on board, etcetera.

33:24

It requires a large amount of technical expertise.

33:30

The police department has, is authorized to, to hire a IT body that will, that will work directly for the Police Chief, as far as ensuring that our cameras, our computers, etcetera are online and working properly. That individual, when we get them on board, will work collaboratively with OIT to ensure that we are, um, we are abiding by our policies.

33:57

That's the end of my presentation. Any questions from the committee, please?

34:07

All right. While you all are thinking, I have a couple of questions. Um, in terms of your key access system, how many different systems are you all trying to manage?

34:23

Two. One is right now, every exterior door on the campus is a swipe access. Okay. And um, and um, that is, that's an automated access.

34:36

The other system is the old, or regular, the regular key.

34:42

And um, what we've got to do is we're, well, we've got to purchase a rekeying machine because there are some internal locks, not exterior doors, but internal doors that are still keyed.

34:54

Um, as the, as new buildings come online, all new buildings will be electronic swipe access. There will be,

35:04

the old fashioned key is going to be a thing of the past, but we still have doors within certain buildings on campus that require an old-fashioned key.

35:16

And the process, um, Ms. Blunt, is, is that the key machine that we've got, the key machine has a life, a life history of 10 years, and we'll run, we'll coming up on the, on the, on the life history of the key machine, and um, we're going to need to purchase a new machine here very shortly.

35:35

But um, that machine will probably have to be purchased because we're not going to be able to install, um, swipes fast enough in order to prevent it from the timeframe that that machine is going to expire. And, the cost of a key machines around \$6,000.

35:56

So, that's something that we are working with through facilities.

36:00

And then, second question, around the IT security and access to the, to the IT closets, and things like that. Are they all on an access card?

36:15

Yes ma'am. They are. The access card is, um, um, restricted access.

36:22

And those individuals, they worked through HR.

36:28

When a person is onboarded, it works through that person's supervisor, it works through, um, um, a um, the Spartan card or the key access person in facilities, and it worked through the Police Department, as far as who requires to have certain accesses to certain areas.

36:46

And um, and then once that person, the way it works is once they come on board, that we, we provide them with access.

36:55

Once they depart the university, that access is, it's taken away within a 24 hour period of the, of them departing the university.

37:04

Or, if the sooner, if that individual is walked out or fired from the university, we immediately take their access away, and that is done electronically.

37:15

All right, so in terms of employees that have been terminated, or students, who are no longer enrolled, um, those are purged within 24 hours you said.

37:30

It's.

37:34

That time period, I'll rather not say, but, yes.

37:37

It's supposed to be within a 24 hour period. Okay, you just said it. Yeah. Yes ma'am. It's supposed to be within a 24 hour period. All right, and so how,

37:48

what's your percentage of meeting that requirement?

37:52

Ms. Blunt, I can't give you that answer right now. I can, I can go and find information for you, and I can bring it back to you within an hour or so.

38:01

Um, the reason I asked is 1) from an IT perspective, in terms of all of the databases and the hardware that's over there that's critical to the functioning of the university,

38:13

and having the potential of a disgruntled person being able to even get online, um, and send out, you know, disturbing e-mails, or access the systems and cause a malfunction is really critical.

38:31

And, I think, if we're not, you know, I know I don't know what Newport News, the shipyard does, but many companies

38:41

1) if you're terminated your access is cut immediately. Yes. Otherwise, there's a timeframe that you know, people generally have. Yes.

38:53

Part of that is student safety, in terms of access to dorms by disgruntled students, who may be upset about a grade or, or something like that.

39:06

Um, to me, it's paramount that we have a very clear understanding of how long people can access this university once they are terminated in some way, shape, or form.

39:20

If they're terminated, that, that access is cut immediately. Okay.

39:25

I, um, the individual that works for facilities, I'd get on the phone with them and make sure that access is done immediately.

39:32

The access to someone that's retiring, or students that are in at the end of the semester, there is a time period there, as far as when their access, the, the swipe card will no longer be used. Um, I can't give you that answer. It's, it's within that 24 hour period, though.

39:54

Well, I would be really interested in the percentage of times we meet that requirement.

40:00

Because of

40:02

my concerns about IT and student safety. I will get that information.

40:08

Um, yeah, and I would say that would be something we should know on an ongoing basis.

40:15

Um, yes, good morning.



40:18

To the point that you've raised, I just wanted to share with you that that was an audit finding

40:24

in 2019. The auditor of public accounts came in and evaluated, um,

40:32

how well the university was doing in meeting this standard, and um, again, they did find us to be slightly out of compliance.

40:43

I believe that we could probably provide you with the details of their review.

40:49

And, that is an item that they will be reviewing again when they come in for the FY20 audit, which has already begun.

40:57

So, it is, and it is something that is a priority of the audit of public accounts.

41:05

Okay. Thank you, other questions. Madam Chair, this is Kim Brown. I don't, this is a cousin related question. It is not directly related, but I guess hopefully Gerald can answer this.

41:19

Um, I know recently an HBCU came under cyberattack where all records were held for ransom.

41:28

What! Um, so I haven't heard anything about cyber technology or cyber, insurance. So Gerald, I guess my first question is, does the university have cyber insurance?

41:44

Yes, we do.

41:46

Um, Bishop Brown we do.

41:49

Can you, can you tell me what the liability amount is?

41:52

Do you know?

41:53

I don't know it right now, but we can get that information for you?

41:58

I don't have it off the top of my head. Um,

42:01

Gerald, does, does that, does that fall under the state's self insured?

42:09

Yes.

42:10

So, so, it's really that the state ensures itself for that, so there is not a private policy.

42:20

Correct?

42:21

Right. So we pay the fee.

42:24

Right? We are paying the state for cybersecurity insurance. Yes. Right.

42:31

I would just challenge us, you know, once again, I would just challenge us to do some research and see how deep that goes.

42:38

Because, um,

42:42

in the other university's experience, the insurance allowed them to hire a premier company that could come in and deal with the hostile takeover of records, deal with, you know, how they negotiated, and

42:58

(yeah) were able to do forensic,

43:03

um, detective work to see which files, if any were corrupted. So, it's, you know, it's a lot.

43:11

We just need to make sure we're on top of it, because that's, that's, that's coming. That, that's not coming. That's here.

43:17

Absolutely!

43:18

And, that should be, um, I mean, given the way the state does insurance,

43:25

I, mean, I can't believe that they're not thinking about that, but you should, really ought to raise that as a state, almost Dr. J. Council of Presidents' issue. Right. I think that's a really good point, Dr. DiCroce.

43:41

Although, know we pay for cyber liability. Um hmm, um, hmm.

43:47

But the amount is something I think I can raise with the (yeah) Council of Presidents.

43:52

So that everybody feels comfortable and we're all sort of in the same spot. You know, some of this stuff

43:59

I always worry is this a Level 1 thing

44:02

that keeps us from having something more that we really need, so I will investigate that with the Council Presidents. That's a really good idea.

44:10

Yeah, yeah, and a good question would be go with like one of the, the, the big dogs to UVA, or somebody. What do they have? How did they do?

44:21

Yep. Okay. Because you can rest assured they are protected. Well I can, I can speak to that. Um,

44:28

I can't speak for Virginia, but in this case, the big dogs were not prepared.

44:34

And, the, the way this attack was done was beyond anything that anybody had seen. The FBI was called in. Wow! It was, it was ugly. And um. Where was it? Is that a secret?

44:49

Yeah. It wasn't, it was not in Virginia. All right.

44:53

And, it was, it was the equivalent of, we've taken hostage

44:58

the President of your university, we want \$2 million in 24 hours, or we'll start rolling files out. Um, hum. That's right. Absolutely.

45:06

We're fortunate here, because our Chief of Police was ex FBI. So, he tends to be very connected.

45:14

But I think this piece, in terms of who, who, do we have enough insurance?

45:23

Well, I know that the way the FBI started to communicate was it appeared that they, they were pursuing not just HBCUs, but the smaller institutions in the big pond. Yes, Yes. And, in this case, the smaller institution became the poster child or the case study for the big dog institutions, because they realized that they were not ready as well.

45:49

It was interesting.

45:52

And, if I may say Bishop Brown, um, we, we will receive alerts from the Bureau and we push them out to the um, the um,

46:00

I push them out to our IT security folks, as well as they are on certain e-mail list.

46:07

And that, you know, being aware is, is, is half the answer.

46:12

But, as you know that, um, um, there are times that our employees, and especially with us being more virtual, people have done a start clicking buttons, and going to start inviting, um,

46:28

um, um, you know, strangers in, and it's going to be a problem. And, it's definitely going to be a problem, and it is something that we should anticipate that will happen. Not if, but it will.

46:38

You know, just as an aside at my place, we had a major gift that we, um, we were receiving, and one of the conditions of the gift, it was a corporate gift,

46:51

and one of the conditions of the gift was to, they needed to be able to view our cybersecurity insurance, um, to see if it was enough, and come to find out it wasn't enough.

47:05

And, we had to alter that to get into compliance in order to receive

47:11

it. It was like, it's like, um, you know, \$10 million gift. Yep.

47:17

But that's how serious apparently, this stuff has gone. Yeah. All right.

47:23

Um, so, I. Um, we have one more, one more thing we want to add, if that's possible. Okay, go ahead. This is Justin Moses again. So, um, one thing I also want to add is that we have now a Chief Information Security Officer, Mr. James Stevens, who used to work down in Audit.

47:40

So, he has been working not only with IT, but he is also working with the Police regularly on some of the different information security matters. But, I wanted to make sure that we're protecting our data,

47:50

but that on the front end, particularly when we look at or assess or purchase systems, that we have the measures in place to make sure that, hey, we're not putting ourselves at risk. Particularly, with regards to our data, or where people are having access to our systems, which they may normally have,

48:06

but to make sure that, hey, we're protecting ourselves, and reducing liability as much as we can. So, I know we're talking about insurance, but I wanted to make sure that you are aware of some of the other things that were in place.

48:16

And, the information security process and program that we're building. Recently, you all saw several different information security related policies, and over the next several months, you will see a lot more. That will also kind of help us build out that program,

48:31

But, also make sure that we're protecting ourselves, and that we are also protecting ourselves for any types of external threats, and internal. Okay. All right.

48:42

One last comment, and then we'll move on to the next one.

48:45

In your action plans, for those items that have not been completed. I do not see an estimated date of completion.

48:54

So, if you would, please, prior to the minutes being published, if you would add an estimated date of completion to those items that have not logged.

49:05

Yes, ma'am. Thank you.

49:07

Any other questions? Thank you very much, Chief.

49:11

Okay. Next presentation.

49:17

Good morning, again.

49:18

Gerald Hunter here. I'd like to thank the Chief Moore for his presentation.

49:24

By the way, I failed to share with you that

49:27

Chief Moore is a retired FBI agent.

49:32

How many years Chief. Twenty-one. Twenty-one years in the, in the FBI.

49:37

So that's has added level of sophistication to our observation.

49:42

Um, next up, we will be addressing grant accounting.

49:47

There were four items that were identified in the grant's area.

49:52

I'm um, pleased to report that all four items have been closed out, and um, our Controller Assistant Vice President and Controller,

50:04

Karla Amaya Gordon is here to speak to any questions that you might have.

50:11

Good morning.

50:12

As Mr. Hunter stated, um, we were able to close out the four open grant items. During the last meeting,

50:19

I presented that we completed the corrective action plan, meaning that they were fully functioning, functioning and in place.

50:28

Um, so now, these the corrective action plan has been closed out with Internal Audit. Um, the first finding related to the grant closeout process, and we were able to put procedures in place,

50:38

and we're currently following the procedures to closeout grants. And, we also have a monarch, monitoring tool through the Colleague system that allows us to, um, to see when grants are closing, and we send out 90-day, 60-day and also 30-day notices to the PI, and work with them on closing out the grants.

50:59

The second finding related to management oversight, we were able to close that as well. Um, we've put some procedures in place that reviewed any grant draws.

51:10

We now have sufficient documentation behind that to make sure that on a monthly basis we are, we know what the expenditures are against the, the budget, and we also have the PI certifying and reviewing their reports monthly. Um, that they have allowable charges to the grant.

51:30

The third finding is similar related to governance.

51:35

We have, um again, like I said, the PIs are certifying their monthly reports. Behind every draw that we've make with the federal government, we have support from our general ledger, and we also have the monthly budget to actual to support all of the expenditures that are being drawn.

51:54

We also do joint trainings with the Office of Sponsored Programs.

51:58

We are currently developing a, an online training to be able to deliver to the PIs that they can take at their leisure.

52:07

So, we are planning to have that training offered no later than May 15.

52:13

We also do the grant set up meetings with the PIs and OSP in order to go over the grants that they've been awarded.

52:22

And, then lastly, the last finding was related to our federal financial reports. We have instituted procedures that's related to that reporting, and have specific documentation and support that goes along with that report when we approve it and send it off to the federal agency.

52:42

And, that ends my presentation. Are there any questions?

52:49

Can hear you Mary. Sorry. Questions from the Audit Committee?

52:56

Um, while they're thinking, I'll ask a question. And that is, do we have a sense on, from a PI's perspective, grants that are awarded and given, how many dollars are having to be returned?

53:20

I'm not sure of that dollar amount. I'm not sure right off hand of that, of that amount, but we can get that information for you Ms. Blunt.

53:29

Okay. Um, well, one of the, one of the reasons I asked that question is to have a sense of how well we are, um, managing that funding and not having to return dollars, because that's lost, um, revenue.

53:46

Um, and we have implemented a spend down report with the help of Internal Audit, Pernell.

53:53

Um, there's a quarterly spend down report where it's monitored. The spending is monitored to make sure that the PIs and even the deans are aware, um, where they are with the spending of the grants.

54:06

Okay. Do we have a standardized way to measure overhead that goes into those, those grants?

54:13

So we have, we have a negotiated rate with the federal government of, I believe it's 43%.

54:19

So, um, grants are charged 43%, um, indirect costs.

54:25

Is that the same for every university?

54:27

Or is that specific to, is every university able to, to, um, specify that number, or is that something that's handed down to you from the state? So, it's negotiated with the federal government, so we actually work directly with the federal government.

54:42

So each, um, individual, university will have a separate rate, but it's based off of the formula.

54:48

Um, so we actually work with a consultant that comes in and helps us with that, um, with that rate calculation, and then we submit it to the Federal Government. They review, and we, sometimes we get some back and forth with information, and then they agree on rate.

55:05

Okay. Thank you. What did you say that rate was? Forty-three percent.

55:10

Forty-three percent overhead. Wow, that's high. Isn't it? I mean, that's good. I think it's high. I think it's high too. But at some universities that are like at 60% overhead.

55:22

Oh.

55:23

Oh, my God. Here, we started I think it was at 37%. And, so we've been able to incrementally increase that, um based off the calculations. Wow. Hum. I thought they had dropped way down on the overhead rate,

55:38

but I guess not. Some grant tools, they limit the overhead rate dependent on who the grant source is. So, even though we have a negotiated rate, we can only charge, um, whatever the grant says we're allowed to charge. Um, hum.

55:53

Wow.

55:54

I am amazed at how high it is. I'm not criticizing, I'm just amazed (laughter).

56:01

All right. Any other questions from the group on this?

56:04

All right, thank you very much.

56:10

Next on the agenda.

56:13

I think that's the end of the presentations, if I am correct.

56:17

Yeah. Okay.

56:20

Yep, that's correct.

56:22

All right. And, um, let me get back up to the agenda here.

56:28

Okay. Ticket Center audit findings.

56:35

Um, Mary. Yes.

56:39

Before we leave those, can I just make an observation that I think piggybacks on what, on what you were trying to get at.

56:46

You know, it would be useful to include in, in a dashboard of some ilk, what the benchmark rates are? In other words, what are we going for on some of this? How do we know we have a problem?

57:06

If we slip below certain rates, for example. Use the grant as an example, um, you know, things sometimes happen and you end up having to give money back, or you leave money on the table. But what are we? What, when is it a trigger that we've got a problem?

57:26

Um, in terms of what we might go below. Same thing, to use another example, of the swipe cards when somebody leaves.

57:39

Um, I, I, gather the policy dictating that is, it's within an X number of hours, or X number of days, depending upon the circumstances. Well, so, so what is that rate and then, what is our rate?

57:56

I think Debbie brings up a good point in that what are your data elements that you are tracking,

58:05

not only to see that you're adherent to the policy, but there are adherence rates, are at an acceptable standard, um, compared to other institutions.

58:17

And so, um, that is something that I can talk to the Bishop about and folks from Audit, and see if there's an element of that that can be added to the action plans going forward.

58:34

I think that would be excellent. So thank you. I think so, too.

58:37

And so, then, you know, um, and I'm not suggesting that every action plan have 20 data points for us, but there's got to be a couple of 2 or 3 critical ones that folks know would be of interest at a high level for the Board. So.

58:55

And, it would help for people to know at what point are they out of compliance with something.

59:00

So, even if we talk about enrollment management, we talk about, you know, people are going, getting individuals from other states, and they get X number, but what was that data point at which that becomes a trigger, that, that's a problem?

59:17

Yes, absolutely.

59:20



Okay. Any other questions, concerns you want to bring up before, um, that group? I don't know if they're leaving the room or not, but. Chair, Char Mary, this is Kim Brown again.

59:31

I don't have a question. I don't know if Gerald is gone, because, um. He's here. I'm still here.

59:38

I just, I just called a friend of mine, who does the university cyber stuff and he said, he just, he just told me some insight that I wanted to just share, that you might want to think about. It's not enough to be insured. You know, you can have car insurance and you're sure, but it only covers liability or comprehensive.

59:56

Right? So he said, the devil is in the details.

1:00:00

You got to do a deep dive and see, are you, does your cyber insurance cover cyber negotiations? Does it cover, you know, he gave me a litany of stuff that I can, I can pass on. Does it bring in a marketing team? If you've got, if, for instance, if all of the data of our student body has been breached, there are, there are cyber insurance policies that bring in the marketing team that will help you to roll out the strategy for how you do PR, how you communicate.

1:00:30

Um, there's another arm of it. How you negotiate with the, um, people that are asking for the ransom. You know, does it bring in lawyers, a forensic team,

1:00:41

you know. So there's levels of cyber insurance, and so, you know, I, once again, I'll just ask that we do some due diligence.

1:00:49

And, at least see what comes with what we're insured.

1:00:53

And to Dr. Debbie's, um, statement, because sometimes the state's insurance policy does not necessarily bleed unilaterally to all of the state institutions with the same level of intentionality, if that's the best way to see it.

1:01:14

So you got to make sure that, you know, we know what the details are.

1:01:18

I've been at to very large institutions, both of which at data breaches, huge data breaches, um, and the issue of the marketing, getting information to people. Once it's breached, it's breached and it's a problem.

1:01:32

But, what do you follow up with for people in terms of their, um, security and allowing them to have a particular support?

1:01:44

Um, and what has happened is that it's just grown over the years to, really, hostage takeover of universities. It used to be just huge data breaches, you know. Right. Now, it's like lock down on all of your.

1:01:59

That's literally what he was sharing, when he's dealing with university, right now.

1:02:02

For instance, he said, the university came to work that morning, and they've got the same, you know, I don't know if it's the same system, but the way they found out they had been held, they were being held hostage is a professor is going in and her key doesn't work. That's right.

1:02:19

So she calls security and says, hey, my key is not working.

1:02:22

So they come over, and then they found out that the head of security key is not working, because

1:02:27

they're not just holding e-mails, they are holding everything that has any kind of technology for the university hostage. And, they told them they had until four.

1:02:37

It was, it was very, very, um, in depth. So he, his suggestion to me was that we do some research just to drill down, to see what are the details of the cyber insurance that we. Is this somebody we could possibly talk to, that would help us? I, I might be able to arrange that. I, I probably can. Thank you.

1:02:59

Just so you all know, we do have an outstanding action, um, action plan that is due from IT.

1:03:08

And, audit is also working on bringing in an external, an additional external consultant to look at some of

1:03:14

the processes.

1:03:16

And so, we can certainly make sure this is an item that is added to their agenda. Yeah. Thank you.

1:03:25

Um, okay. Let's move on to the Ticket's Center audit findings.

1:03:29

Okay. In January 2021, Internal Audit completed their review of the Spartan Ticket Center.

1:03:35

I'll begin first with a little background.

1:03:39

They Spartan Ticket Center was designed to be the central outlet for information about ticketing of athletic events, arts, and cultural events on the campus of Norfolk State University.

1:03:48

The Ticket Center provides a variety of services including online and hard copy ticket sales,

1:03:54

complimentary admit, admissions tickets, or door ticket sales and consignment tickets.

1:03:59

The operating procedures used by the Ticket Center to govern various sales transactions has greatly improved operations;

1:04:05

however, the work they do can be enhanced. The overall design and operating effectiveness of the processes governing Spartan ticket sales, distribution and inventory is “needs improvement.”

1:04:17

Okay. So, the first observation concerns governance and training. Um, the Ticket Center provides the service available to all event holders on campus.

1:04:25

However, the Ticket Center is not given the authority to be able to sole source, to be the sole source for paid ticket sales, despite policy guidelines to have all paid tickets flow to the Ticket Center.

1:04:36

Enforcing this requirement permits the university to account for and monitor all ticket sales revenue and decrease the opportunity for wrongdoing.

1:04:45

The second part of this, um, the Ticket Center provides new hire and continuous training for their employees;

1:04:50

however, the policy does not address education and training requirements for all the stakeholders.

1:04:57

All right, the second finding.

1:04:59

Um, Safeguarding of Assets – the Ticket Center does not continually evaluate security controls.

1:05:04

Without this assessment, we cannot ensure the space which contains ticket stock and petty cash is secure.

1:05:11

The third observation is consignment tickets.

1:05:14

The Ticket Center supports events on campus through the confinement program. Although there were internal procedures to outline how to collect the payments,

1:05:22

there is no policy available to communicate expectations of the consignment ticket

1:05:28

Program to the campus community. The fourth finding –

1:05:33

the Ticket Center is a campus source for complimentary tickets, as well. However, the Ticket Center does not have authority to require complimentary ticket policies for events that occur outside of the athletic department, such as performing arts and external events.

1:05:48

Having a defined complimentary ticket policy will communicate expectations and responsibilities to those, of those who distribute and utilize complimentary tickets.

1:05:57

This also reduces the risk of complimentary ticket abuse and resale.

1:06:02

And the last one was on event pricing.

1:06:05

The Ticket Center sets pricing as requested by area management or event holders.

1:06:09

However, the work that is done in the Ticket Center can be enhanced by using a pricing schedule, or historical document to guide fair and reasonable pricing for events on campus.

1:06:18

These guidelines can provide oversight for competitive and appropriate costs of NSU sponsored events.

1:06:25

So, I would like to say thank you to the Finance Department, especially, Mr. Hunter, who has already taken an aggressive approach to the first finding. A recent Campus Announcement informed the NSU Community that all ticketed events must be generated via the university Ticket Center and sold through the Ticket Center Office and via the internet.

1:06:45

So, that was the first finding, and we've already taken steps to address that.

1:06:52

Are there any questions or further discussion on the, on the Spartan Ticket Center?

1:06:56

Questions from the group?

1:07:01

Yes, complimentary tickets, for instance, if you're an athletic coach.

1:07:06

Two, twofold question. Do you get complimentary tickets that you could give out to boosters? And if so, is that included on your W-2?

1:07:15

Oh, we did not look at the athletic department, because that's governed by the NCAA.

1:07:21

Um, so we focused on events that occurred outside the athletic department, because the APA, it looks at athletics very closely and they do it on a regular basis.

1:07:30

But no one had eyes on other events, such as the theatre or external events. So that's what we put our focus on, because we do provide complimentary ticket sales for those events as well.

1:07:42

Um, unfortunately, there is no policy out there, and um, we believe that we do need one, whether it be a centralized policy or a policy for each individual group.

1:07:54

Um, a couple of questions, because this particular area is one that can be fraught with abuse, if there are not good policies that are being followed and good procedures, and um, so relative to access to petty cash or tickets for events not being locked up. Has that's something that, um, that's something that's going to get some immediate attention? Um. I'm sorry. Yes, that is a MRIA.

1:08:27

A matter of requiring immediate attention. That is number, finding number two, and they have agreed to start documenting and reviewing the physical security to that building on a regular basis and having meetings with facilities to fix any problems, or any upgrades that may be needed.

1:08:45

And, this was a perfect example of why we need auditing and

1:08:50

to bring things to life, because it was not clear that people didn't know, and were, or did know, and didn't do what they were supposed to do in terms of ticketing going through the ticketing office.

1:09:02

So, we really needed an aggressive approach to say immediately, no one can have tickets to any events that do not go through the Ticketing Office. That then triggers all the other pieces that have to be in place.

1:09:19

But, but without, really, and, and, this was a standing issue at the institution. People just apparently sell tickets to what they wanted to.

1:09:30

That has stopped immediately. And now, the cascade is to make sure all of these safeguards are in, in the Ticketing Office.

1:09:42

A second question I have, or comment is on complimentary tickets.

1:09:49

How do we know if we aren't giving out more complimentary tickets then we're getting unpaid tickets?

1:09:57

So, there's a report that goes out from the Tickets Center based on the number of sales.

1:10:04

Um, right now we track complimentary tickets via paper form. Um, so it's possible to give out more complimentary tickets, but it's at the request of management.

1:10:13

The Ticket Center does not govern how many complimentary tickets are given out. That is at the discretion of management, or the host of the event.

1:10:24

And, and, Drika, if I could add. Yes. Please excuse me for interrupting.

1:10:26

But as Ms. Burgess just shared, we do have a system.

1:10:31

So, if you have an event that's going to hold 100 people, we are able to determine the ones that have been sold

1:10:36

versus that were complementary, because we didn't receive cash for. The issue is when we have events that don't go through the Ticket Center and we have no control over that.

1:10:49

So that's one. Now we do. But, now we do.

1:10:55

That was really the group that I was asking the question about (laughter). Yes. Yes. Good. Without, without sounding ignorant,

1:11:05

and I apologize if I do sound ignorant with this question. Can, if I'm understanding it correctly, I'll use an example.

1:11:13

So, say, if the Fine Arts department was doing a play, and the play ran for two nights or whatever, they would, they would sell their tickets as a department, and it wouldn't come through the Ticket Office or the Ticket Center of the university, is that a good example?

1:11:32

Um, Bishop, it, it, the example is great, but that department is one that follows the procedures. They. Okay. But there are others. There are others. That's, you know, an example might be a Choral event. Right? So that's a proper correlation, although Fine Arts follows the rules.

1:11:51

They will know (laughter). They will now. Wow. Well, I guess I'm just sitting here with a wow on my face. Me too.

1:11:58

Wow. Okay. Yea.

1:12:05

Okay. We can't hear you Ms. Blunt. I said there clearly are times in Fine Arts

1:12:10

as long as it goes through the right processes that they may decide that the event is, to have a more complimentary ticket is fine, depending on what the cost is of that event (right) together.

1:12:26

But, that all needs to come through some kind of central process. Absolutely. Sure, and that's, that's where we are now, but that was not where we were prior to this audit.

1:12:39

Right.

1:12:48

Any further questions?

1:12:51

No, questions, but I do have a comment. Mary.

1:12:54

Before you do that Bishop, can I have Derika put up her dashboard?

1:13:01

I'm sorry. Can you put up the open items? Okay. And, now while she's doing that, Bishop go ahead and ask your question. I'm reconsidering after this meeting being the chair (laughter). I have been bamboozled Mary. I just want to, I just wanted to tell you that this and BK being the lawyer maybe help me out, but this was an as is purchase (laughter). Okay. Um, so, um, there's a couple of areas here where we've got some open MRIs that have not come through the process yet.

1:13:45

Um, and I believe, one of the next group would be Financial Aid and IT.

1:13:52

Is that correct, Drika?

1:13:54

Yes.

1:13:55

So, um, yes, Financial Aid, and IT, and, I believe the Provost's Office. Okay. So, um, let me be clear, though, about the presentations.

1:14:09

In order for the packets to go out timely, the presentations really need to be done two weeks prior to the meeting, so, I'm going to ask the President to reinforce that with her team. Um, so that we make sure we meet our timelines.

1:14:29

Thank you.

1:14:31

Um, okay, so, the next group will be the Provost's Office, Financial Aid, and IT.

1:14:40

And, I'm sure the IT one will have some intense interest.

1:14:45

All right.

1:14:47

So, do we have anyone online who wishes to make a public comment?

1:14:54

No. Okay, hearing none, can I get someone to lead the, the um, the um, item to take us into closed session?

1:15:09

Is, is that somewhere?

1:15:12

Yeah. April. April putting it up now.

1:15:16

Okay. Bishop, could you read that for us please?

1:15:22

Once it's up.

1:15:25

Yes, I had it up on the phone as a matter of fact. Let me see if I still got it. I got it I think.

1:15:34

(pause)

1:15:38

I'm ready.

1:15:41

Um, go ahead. I move that we adjourn and reconvene and close meeting pursuant to Section 2.2-37, Code of Virginia for the following purposes, pursuant to the noted subsections: (1) and (4) to discuss personnel matters, including more specifically, discussion or evaluation of performance of departments of the University

1:16:05

where such evaluation will necessarily involve discussion of the performance of specific individuals; and (7) and (8)

1:16:15

consultation with legal counsel 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.

1:16:36

And further.

1:16:37

(pause)

1:16:42

Nope.

1:16:43

That's it.

1:16:46

Second.

1:16:51

Was there a first?

1:16:53

Yeah, I did the first when I read the motion. Okay. All right. And, a second is noted.

1:16:57

And um, we'll now move into closed session, so I will ask you guys to log out and log back in for closed session.

1:17:05

Well, Mary, I guess they need to vote.

1:17:07

Yes.

1:17:08

Oh.

1:17:11

All right, what do we, what are we voting on? To move into closed session. The motion. Okay, All in favor? Aye, Aye, Aye, Aye. Any opposed?

(inaudible talking)

1:17:23

(Open Meeting) We will take the roll call vote on certification on certification that 1) only public business matters lawfully executed, or exempted from open meeting requirements and 2) only such public business matters as were identified in the motion by which the closed meeting convened were heard, discussed or considered in the meeting by the Board.

1:17:46

Any member of the Board who believes that there was a departure from the requirements as stated above shares those state prior to the vote indicating the substance of the departure, that is in his or her judgement has been, has taken place.



1:17:59

Please call the roll. Ms. Blunt – I so certify. Mr. Blake – I so certify. Bishop Brown –

1:18:07

I so certify. Dr. DiCroce – I so certify. Mr. Fulton – I so certify.

1:18:15

Mr. Helpinstill is absent.

1:18:24

(pause) Is there a resolution?

1:18:27

Are we ready for the motion?

1:18:30

Yes. Okay. We've reconvene now into open session, and there is a motion, motion to be made.

1:18:38

Um, Madam. Can you read, Bishop? Bishop, would you read the mission.

1:18:41

Yes.

1:18:41

Madam Chair, I move that the Audit, Risk and Compliance Committee recommend to the full Board of Visitors at its next meeting, the selection and approval for appointment of the Committee's recommended candidate for each of the positions discussed in closed meeting.

1:18:57

Second. Any questions? All in favor?

1:19:01

Aye. Aye. Ayes. Aye.

1:19:04

Um, all right. There's no further business to have, that to, to um, to conduct.

1:19:12

I appreciate all of you for your time and your support.

1:19:15

And um, when we meet again I will be back to committee member status, and the Bishop will be the chair of the committee (laughter). Can I have a motion to close?

1:19:28

So moved. I'm trying not to smile about that (laughter). I'm sure you are (laughter). Is there a motion to adjourn. So moved.

1:19:41

Second.

1:19:43

All right. All in favor? Aye. Aye. Ayes. Aye. Any opposed?

1:19:48

Thank you. We are adjourned.

1:19:51

Thanks. All right. See ya'll. Bye. Bye. Bye.