

BOARD OF VISITORS
FULL BOARD MEETING
October 24, 2024
MINUTES

1. Call to Order/Establish Quorum

Bishop Kim W. Brown, Rector, called the Norfolk State University Board of Visitors meeting to order at approximately 1:12 p.m.

A quorum was established with a 12-0 Roll Call vote. A list of individuals who joined the meeting is provided below.

Present – Board Members

Bishop Kim W. Brown, Rector
Mr. Dwayne B. Blake, Vice Rector
Dr. Katrina Chase, Secretary
Mrs. Heidi Abbott
Mr. Conrad Hall
Mr. James Jamison
Mr. Delbert Parks
Mr. Edward Sanders
Mr. T. Michael Andrews
The Honorable Lionell Spruill, Sr.
The Honorable James W. Dyke, Jr.
Mr. Gilbert Bland

Members Absent

Dr. Harold Watkins, II

Student Representative to the Board

Mr. Za’Chary R. Jackson, SGA

Faculty Representative to the Board

Dr. Robert K. Perkins, Faculty Representative

Participants – NSU Administrators and Staff

Dr. Javaune Adams-Gaston, President

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

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

Dr. DoVeanna Fulton, Provost/Vice President for Academic Affairs

Dr. Aurelia T. Williams, Senior Vice Provost, Office of the Provost

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

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

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, Chief of Staff

Dr. Dawn Hess, Chief Compliance Officer

Mrs. Derika Burgess, Chief Audit Executive

Chief Brian K. Covington, Norfolk State University Police Department

Dr. Melody Webb, Athletics Director

Ms. Karla Amaya Gordon, Assistant VP of Finance and Administration/ University Controller

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

Mr. Dennis Jones, Executive Budget Director

Mr. Christopher Gregory, OIT

Mr. Ronald King, Chief Information Security Officer

Dr. Davida Harrell-Williams, Auxiliary Enterprises & Services

Ms. Michell Moone, Office of Human Resources

Mr. Terry Woodhouse, Facilities, Interim Associate Vice President

Mrs. Kimberly Gaymon, Scheduler/Financial Services Specialist

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

2. Opening Remarks

Rector Brown welcomed the newly appointed Board Members, Mr. Edward Sanders and The Honorable Lionell Spruill, Sr. Rector Brown informed the Board Members that those intending to attend the Norfolk State University Homecoming Football Game had received their credentials and were provided in their packages.

3. President's Opening Remarks

Dr. Adams-Gaston extended her appreciation to the Board of Visitors. Dr. Adams-Gaston emphasized the importance of homecoming and its significance within Historically Black Colleges and Universities (HBCU). The evening reception was also highlighted in request for attendance.

Rector Brown addressed the security precautions that have been made relative to tailgating and time on campus.

4. Consent Agenda - Recommend Approval of May 3, 2024, Board Meeting Minutes

The Board unanimously approved with a 12-0 Roll Call Vote, the minutes for the May 3, 2024, Board Meeting, motioned by Mrs. Abbott and seconded by Mr. Blake.

5. Reflection on Governance

Rector Brown reviewed the dynamics of Governance, and the following key points were discussed.

-The Board of Visitors Members are not staff:

- The Committee Chairs are the source of information.

-The importance of voicing our concerns:

- In support of making decisions in meetings.

-The Board of Visitors are not members of the Foundation:

- Dr. Watkins can provide answers to any questions.

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

Mrs. Abbott referred to the October 1st Governance Committee Meeting and provided a few reminders.

-Old Business:

- In the May 3, 2024, Full Board Meeting, the Rector, Vice Rector, and Secretary positions were filled.
- In the October 1st Committee Meeting, the Governance Committee unanimously selected Mr. Gilbert Bland and Mr. Jay Jamison for service on the Executive Committee.

Mr. Andrews motioned to approve Mr. Gilbert Bland and Mr. Jay Jamison to serve on the Executive Committee. Seconded by Dr. Chase and with a 12-0 Roll Call Vote the Board unanimously approved.

Mrs. Abbott indicated that the Board Members will vote once more during the Full Board Meeting in May for the three officer positions. The votes for the two Executive Committee positions will be collected in April's Governance Committee Meeting.

-New Business:

- SCHEV Training is scheduled for November 12th -13th and will be held in Virginia Beach.
- The Code of Virginia mandates that all new appointees attend a SCHEV Orientation Session within the first two years of service.
- Mr. Claville reviewed the University Policies and Procedures process and highlighted the following policies:
 - BOV Policy #33 Free Speech and Expression and Campus Space Utilization
 - BOV Policy #6 – Statement on Code of Student Conduct (Existing Policy– Student Affairs)
 - BOV Policy #7 – Military Deployment
 - BOV Policy #19 – Assisting Emotionally Distressed Students (Existing Policy – Student Affairs)
 - BOV Policy #21 – Communicable Disease Protocol (Existing Policy – Student Affairs)
 - BOV Policy #20 – Parental Notification of Tax Dependent Students in instances of Psychological Emergency (Existing Policy – Student Affairs)
 - Newest Policy: BOV Policy – Information Security
- Mrs. Abbott noted that there is a correction regarding the original Governance packet, which referenced the date of March 8th minutes. The changes are to reflect the date of October 1st.

7. Audit, Risk and Compliance Committee Update- Dr. Harold Watkins, Chair

Dr. Dawn Hess reviewed the October 1st Committee Meeting.

-2024 Priority Areas for university compliance:

- Overview of the policy program

-Policy management update:

- Operations and Institutional Effectiveness is acquiring Soft Docs, which is a new software platform.
- Tracking data using policy management systems will promote opportunities to store data.

-Overview of required employee training

- There are currently 10 different departments that are managing data in relation to employee training.

-The University Compliance, along with Student Affairs; are completing their assessment of ADA compliance.

- Implementing a gap closure plan.

Dr. Brown informed that in the beginning of last Spring, there had been a collaboration regarding accessibility services. There is a plan in January to move into a new practice around animals. Dr. Hess informed that the university is required to permit housing animals.

Mrs. Burgess reviewed the October 1st meeting for Audit, Risk and Compliance. The internal audit provided information regarding the progression towards the 2024 -2025 audit plan. The annual assessments were also highlighted, which were developed to provide information on the progression towards the audit plan.

8. Academic and Student Affairs Committee Update- Mr. Parks, Chair

Mr. Parks provided an overview of the previous Committee meeting.

-Dr. Fulton introduced the new leadership appointees:

- Dr. Aixi Zhou, Vice Provost, Research and Innovation
- Dr. Tyson King- Meadows, Dean, College of Liberal Arts

Dr. Fulton informed, we are currently in the middle of completing the research for the new Dean of Business, there are three candidates. With a goal of finalizing the search by the end of Fall. Dr. Fulton also reviewed the data which reflected the research, scholarship, and honors at the university.

-The Norfolk State University scholarship was showcased in public scholarships and venues:

- NBC
- Nightly news
- The Washington Post
- C-SPAN

The grants and contracts acquisitions were also presented. The institutional goals were reviewed in reference to expenditures. The current challenges in meeting the goal were discussed, with a second criteria of graduating at least 20 Ph.D. Students annually. To obtain this vision, there is a need for more faculty, which will support greater graduate enrollment within the existing programs, with also a need for more doctoral programs. The institutional performance standards were also reviewed.

Dr. William provided insight on the importance of focusing on things that makes us different from our neighbors. Dr. Williams addressed the importance of a plan to increase our research expenses, through a holistic approach.

Dr. Brown presented four BOV policies for approval.

- Statement of Code of Conduct (06)
- Military Deployment (07)
- Assisting Emotionally Distressed Students (16)
- Communicable Disease Protocol (21)

-Statement of Code of Conduct (06)

**The Honorable Dyke, Jr. motioned to approve the Statement of Code of Conduct (06).
Seconded by Mrs. Abbott and with a 12-0 Roll Call Vote the Board unanimously approved.**

-Military Deployment (07)

**Mr. Blake motioned to approve the Military Deployment (07) Seconded by Dr. Chase and with
a 12-0 Roll Call Vote the Board unanimously approved.**

- Assisting Emotionally Distressed Students (16)

**Dr. Chase motioned to approve the Assisting Emotionally Distressed Students (16) Seconded by
Mrs. Abbott and with a 12-0 Roll Call Vote the Board unanimously approved.**

- Communicable Disease Protocol (21)

**Mr. Andrews motioned to approve the Communicable Disease Protocol (21)
Seconded by Mr. Blake and with a 12-0 Roll Call Vote, the Board unanimously approved.**

Dr. Moses provided an update on Enrollment Management. An introduction of the following personnel was highlighted.

- Dr. Melissa Barnes, Interim Associate Vice President for Enrollment Management
- Dr. Michael Shackelford, (Advisory Capacity) for Enrollment Management
- Dr. James Walke, Associate Vice President for Institutional Effectiveness and Planning

Dr. Moses addressed retention and targets, through an analysis on enrollment data; based on gender, retention rate, in-state/out of state enrollment, and race. Different initiatives regarding housing, living learning programs, and living learning facilities, were also addressed.

Dr. Adams-Gaston highlighted the importance of living learning; and the environment it creates for students. The dynamics of students understanding, living together and learning together, were discussed. The importance of having faculty come to the residence hall on the first floor and host seminars and classes, which will create the development of learning and leadership. Dr. Adams-Gaston also addressed understanding the farm or field to table through the dining experience.

Mr. Parks informed the board, of A.D. Webb, of obtaining her doctorate degree.

9. Strategic Finance Committee Update- Mr. Jamison, Chair

Mr. Jamison introduced Mr. David Rasnic, Director of Higher Education Auditor of Public Accounts. Mr. Rasnic provided an update on the NSU FY2023 Audit results. Mr. Rasnic focused on several key points in review of the audit results. The audit findings, prior year's findings, recommendations and new management recommendations were reviewed.

Dr. Hunter provided an update on the Division of Finance and Administration. Dr. Hunter also addressed concerns regarding the audit. There are two areas that have been resolved which include:

- Ensuring timely security audits
- Local area network security item

Dr. Hunter also informed of the creation of a policy which will be presented to Dr. Adams-Gaston that will tighten up on accountability. Prompt payment was also highlighted and noted that the university is in full compliance with the state requirements. Enrollment reporting is a challenge but is in the process of being addressed.

Mr. Jamison reviewed the previous Finance Committee meeting by highlighting the topics below:

- Fall Revenue Forecast Update
- Net E and G Fund balance
- Auxiliary enterprise Revenue

Mr. Blake motioned to approve the 6-year operating budget plan. Seconded by Dr. Chase and with a 12-0 Roll Call Vote the Board unanimously approved.

Human Resources Update was provided and highlighted. The Information Security Policy-BOV Policy 38-10. Dr. Moses advised that this one single policy will govern the entire information security posture. The policy will provide a more efficient approach, which will all be consolidated into one single policy.

Mr. Parks motioned to approve BOV Policy 38-10. Seconded by Dr. Chase and with a 12-0 Roll Call Vote the Board unanimously approved.

Mr. Jamison reviewed the University Advancement Update, and congratulated on the Now is Our Time Campaign.

Mr. Porter presented the naming resolution.

-Dr. Harry Watkins & Dr. Arvat McClaine Lyman Beecher Brooks Rotunda

-Mr. Tony and Mrs. Kim Brothers Student Center Ballroom 123 A, B, C

-Mr. Gary and Mrs. Cookie McCollum Brown Hall Atrium

-Mr. William "Bill" Archie Lane # 1 NSU Swimming pool

- Rev. Jeffery & Mrs. Kathy Pope Belfield Brown Hall Classroom of the future
- Bishop Kim and Elder Valerie Brown Spartan Lounge

The Honorable Spruill motioned to approve the naming resolution. Seconded by Dr. Chase and with an 11-0 Roll Call Vote the Board unanimously approved.

10. Public Comment

There was none.

11. Adjournment

At 3:45p.m.

Respectfully submitted,

Mr. Dwayne Blake, Secretary Board of Visitor

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



Policy Title: Freedom of Speech and Expression and Campus Space Utilization
Policy Type: Board of Visitors
Policy Number: BOV Policy #33 (2019)
Approval Date: March 19, 2021
Responsible Office: Vice President for Student Affairs
Responsible Executive: Vice President for Student Affairs
Applies to: University Community

POLICY STATEMENT

Norfolk State University is committed to creating an environment that fosters the exercise of protected speech and other expressive activity on university property while maintaining an atmosphere free of disruption to the mission of the university. It recognizes that the free expression of ideas and open inquiry are essential in fulfilling its academic mission by embracing rigorous open discourse, and the exploration of ideas. As such, the university has established requirements for use of its property to pursue its academic mission, provide a safe environment, and preserve the functional and aesthetic integrity of the campus. Expression by individuals or groups, as described in this policy is not speech made by, on behalf of, or endorsed by the University.

TABLE OF CONTENTS PAGE NUMBER Definitions Error! Bookmark not defined.

Contact(s)	10
Freedom of Speech and Expression and Campus Space Utilization Policy Contents	10
Education and Compliance	15
Publication	15
Review Schedule	15
Related Documents	15
Forms	15
References	15

DEFINITIONS

Expressive Activity: For the purpose of this policy, expressive activity may include, but is not limited to, speaking, silent protest, distributing literature such as leaflets or pamphlets, displaying signs, wearing certain clothing or accessory items, dancing, meetings, performances, demonstrations, rallies, and vigils.

Solicitation: Selling or promoting products, goods or services; using staff and faculty listings for the purpose of selling/promoting goods and/or services; seeking contributions or pledges, including distributing printed materials; and conducting membership drives.

University Property: Buildings, grounds, and land owned or controlled by NSU. This includes property leased, rented, or otherwise contractually reserved for NSU operations, either permanently or on a temporary basis.

CONTACT(S)

The Vice President for Student Affairs officially interprets this policy. The Assistant Vice President for Campus Life & Diversity is responsible for obtaining approval for any revisions as required by the policy *Creating and Maintaining Policies and Procedures* through the appropriate governance structures. Please direct policy questions to the Assistant Vice President for Campus Life & Diversity.

FREEDOM OF SPEECH AND EXPRESSION AND CAMPUS SPACE UTILIZATION POLICY CONTENTS

This policy applies to activities conducted on university property. The restrictions are designed to comply with Code of Virginia sections 23.1-900.1 and 23.1-401 and are narrowly tailored to serve the university's interest in maintaining the safe and effective educational and administrative operations of the university without regard to the viewpoint of any speech or expression.

NSU supports an environment free from retaliation. Retaliation against any employee who brings forth a good faith concern, asks a clarifying question, or participates in an investigation is strictly prohibited.

General Prohibitions

The U.S. Constitution, its First Amendment, and the Code of Virginia do not protect certain expressions. Such expressions include the following, all of which are prohibited by NSU on NSU property: defamation, incitement to unlawful conduct, imminent threats of actual violence or harm, obscenity, fighting words, copyright or trademark violation, criminal or civil harassment, sexual harassment, trespass, and false advertising. The university further prohibits any person from interfering with university and authorized functions, activities, and events and from participating in unlawful conduct on university property. As such, in engaging in expressive activity no person may do any of the following on university property:

1. Obstruct or impede vehicular, bicycle, pedestrian, or other traffic;
2. Obstruct any entrance or exit to any building, assembly space, driveway, parking lot, vehicular path, stairway or walkway or impede entry to or exit from any such area;

3. Disrupt, disturb, or interfere with educational or administrative activities, events, or operations inside or outside any building;
4. Enter into any building or facility or occupy any university property without appropriate authorization;
5. Violate any applicable federal, state, or local law, rule, or ordinance;
6. Fail to comply with any reasonable instruction by university police or any university official acting in the performance of their duty;
7. Cause any threat to the health or safety of any passerby or member of the university community;
8. Obstruct, disrupt, or attempt by physical force to cancel or discontinue speech by any speaker, or the observation of speech by any person intending to see or hear a speaker;
9. Damage university property, including structures, grass, shrubs, trees, or other landscaping;
10. Mark university property, including any vertical or horizontal surface, other than in accordance with written requirements, such as rules for authorized chalking;
11. Use amplified sound, including bullhorns, except as approved in advance under applicable policy and within sound limits that will not disrupt university operations; or
12. Organize or lead any major event, as described in this policy without written authorization as set forth in that section.

Use of University Property

University property, including outdoor areas, is designated primarily for use by students, faculty, and staff to advance the educational mission of the university. Any university student or employee may generally use campus spaces in accordance with university policy. However, any other person may use university property for assembly or organized expressive activity only (1) if sponsored or hosted by a member of the university community with authority under an applicable university policy or (2) by reserving a specifically designated area through the process set forth in this policy.

The university may require any person to pay applicable rental or usage fees and comply with appropriate contractual obligations. In addition to complying with the restrictions set forth in this policy, persons desiring to use certain university spaces must comply with standard requirements established by the university office responsible for the specific space. Such requirements, including restrictions for reservation, scheduling, insurance, posting and other use of such space, must be consistent with this policy and other reasonable time, place and manner restrictions and not based on the content or viewpoint of the expressive activity or the persons involved. If any such restriction conflicts with this policy, this policy governs.

Instructions for Specific Uses of University Property

A. Non-University Commercial Use

Any commercial use of university space must be authorized in writing by the vice president with oversight of the administrative unit managing the space or designee authorized by that

vice president. Commercial door-to-door activities and commercial solicitations are prohibited. The university does not permit the solicitation, distribution or selling of products or services of any kind at any time on university property by university employees other than as a required job function.

B. Events

Any person organizing an event must comply with this policy regardless of any expressive purpose of the event and whether the event is planned in advance. Advance notice and written authorization are required only for major events and event reservations, as described below. However, NSU Police request notice prior to commencement of any event or activity to promote the safety and security of all persons on campus. University officials will coordinate with the primary organizer or responsible person regarding appropriate logistical issues related to safety, time, and location.

Advance notification must include the day, time, anticipated attendance, items or equipment associated with the event, the planned location(s), and the full name and detailed contact information for the primary organizer and/or person responsible for the activity. University officials will also consider factors such as required accommodations, traffic, noise, time, relationship to nearby areas and activities, security needs, and other relevant viewpoint-neutral facts and circumstances to determine to what extent (a) a suitable location exists and (b) special precautions or arrangements are necessary.

a. Events requiring authorization (major events):

All major events require advance notice and permission from the university because they may disrupt university functions or activities, destroy property, or present insurmountable or unreasonable logistical or security challenges. A major event is an event, other than an academic course, program, or curriculum approved by the provost, which involves any one of the following risk factors:

1. Expected attendance over 50 persons;
2. Setting with safety concerns (including time and location) based on assessment from the NSU Police;
3. The event is a dance or concert, regardless of how many attendees;
4. Presence of any object or substance requiring review by the Office of Environmental Health and Safety, including but not limited to any animal, open flame, firework, pyrotechnic, or other flammable or hazardous item;
5. Installation of any structure, such as a tent, stage, scaffold, bleacher, bounce house, or carnival- style ride;
6. Alcohol served; or

7. Outdoor amplified sound, including but not limited to bullhorns, Bluetooth speakers, etc.

To request authorization for a major event, students should contact the Assistant Vice President for Campus Life & Diversity or the Director for Auxiliary Enterprises & Services for appropriate guidance. Employees and members of the public should contact Auxiliary Enterprises & Services at (757) 823-8085. The process to request the use of facilities for an event reservation is described below. (However, major events may not be reserved through this process.):

- i. Event reservations by students and employees

Students and employees may reserve certain campus facilities or areas by submitting requests online through <https://25live.collegenet.com>. Such requests should be submitted within 14 working days of the planned event to allow sufficient time for logistical support and to otherwise comply with applicable facility requirements.

- ii. Event reservations by members of the public

The university has designated certain campus facilities/spaces for use by any person, including members of the general public, by reservation. These facilities/spaces are available by reservation only. Reservations will be granted to members of the general public on a space-available basis and denied only if sufficient space is not available. All requests for reservations of space by members of the general public must be made through NSU's Office of Conference Services by calling (757) 823-8085. Information is also available on the Conference Services website. Such requests should be submitted at least 14 working days from the date of the planned event.

In addition, a student or employee may host or sponsor an event in cooperation with members of the public as invited guests. The sponsor or host may reserve university space for such sponsored or hosted events according to applicable reservation requirements and may be held accountable under applicable university conduct policies for use under the reservation, including for use by an invited guest. In such cases, invited guests may use the reserved space consistent with restrictions applicable to the sponsor or host. The university may rescind the invitation of a guest for failure to comply with applicable restrictions. Unsponsored public speaking, distribution of literature, or other expressive activity by members of the public is prohibited on campus other than by reservation under this section.

- iii. Event Fees and Charges

All persons and event organizers are responsible for costs of damage, repair and clean up arising from their use of university facilities. Examples of such costs related to event

reservations include the cost of providing tents, platforms, special fixtures and equipment, or the assignment of maintenance or security personnel. The university will determine any fee for security based on viewpoint-neutral standards used to assess risk, such as the number of expected attendees as determined by the university, the location of the event, the time of day, and presence of alcohol or special equipment. Consistent with lawful protection of expressive activity, NSU will not charge security-related fees based on the content of the expressive activity, the likelihood of disruption caused by others than event attendees, or the actions of those who may protest the expressive activity.

C. Placement of Materials on Campus

Printed materials, writings, or other tangible means of expression may not be attached to University property, including sidewalks, trees, walls, or other property (including on vehicles parked on campus), except: (1) that such materials may be placed on outdoor bulletin boards designated as public bulletin boards--all postings on public bulletin boards will be removed at regular intervals; and (2) banners promoting a University or NSU sponsored event may be displayed at location designated as approved locations in advance.

Printed materials, writings, or other tangible means of expression may not be placed on any interior surface of any University building without the written permission of the relevant Building Supervisor and in accordance with the rules established for each building. Permission shall include a designated date for removal.

Individuals and organizations are responsible for cleanup, property restoration, and for any associated costs incurred by the University from their activities. Individuals and organizations are also responsible for the content of any signage, pamphlets, or structure that they post, distribute, or erect on campus. Furthermore, the University reminds any organization distributing materials to be aware of laws concerning defamation, obscenity, fair labor practices, etc.

D. Reporting Violations of this Policy

Any suspected violation of this policy shall be promptly investigated by the university, and corrective action will be taken when warranted. Members of the public who are suspected of violating this policy may be removed from University property by the Campus Police. Students who are suspected of violating this policy may be referred to the Dean of Students Office for possible Code of Student Conduct violations. Employees who are suspected of violating this policy may be referred to the Office of Human Resources for possible job action. Students should report suspected violations to the Assistant Vice President for Campus Life & Diversity at 757-785-3866. Employees should report such violations to the Office of Human Resources at (757) 823- 8160.

EDUCATION AND COMPLIANCE:

The Division of Students Affairs will provide annual training on the provisions of this policy to all members of the University Community. Training will incorporate accepted best practices in the area of Freedom of Speech on Campus.

PUBLICATION:

This policy shall be widely published or distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Executive will make every effort to:

- Communicate the policy in writing, electronically or otherwise, to the University community, including current and prospective students, within 14 days of Board of Visitors approval;
- Submit this policy for inclusion in the online Policy Library within 14 days of approval; and
- Educate and train all stakeholders and appropriate audiences on the policy's content, as necessary.

REVIEW SCHEDULE:

- Next Scheduled Review: March 2024
- Approved by: XX/XX/XXXX; Board of Visitors, March 19, 2021
- Revision History: May 3, 2019; December 11, 2020

Supersedes: *None*

RELATED DOCUMENTS

- NSU Conference Services and Events Policies for Facility Use and Fees Manual <http://www.nsu.edu/auxiliary-services/forms>
- Virginia law governing speech on campus, Va. Code § [23.1-401](#) and [23.1-401.1](#)

FORMS:

Conference Website:

<https://www.nsu.edu/auxiliary-services/forms>

REFERENCES:

- <https://www.equalityhumanrights.com/en/our-work/news/freedom-speech-education-foundation-effective-society>
- <https://www.aclu.org/other/speech-campus>

- <https://mtsu.edu/first-amendment/post/637/college-students-support-free-speech-with-exceptions>
- <https://www.insidehighered.com/news/2019/09/16/states-passing-laws-protect-college-students-free-speech>



BOV POLICY # 06 (2014) Statement on Code of Student Conduct

Policy Title:	Statement on Code of Student Conduct
Policy Type:	Board of Visitors
Policy Number:	BOV Policy # 06 (2014)
Approval Date:	March 19, 2021
Responsible Office:	Dean of Students Office
Responsible Executive:	Vice President for Student Affairs
Applies to:	Students and Student Organizations

POLICY STATEMENT

Each member of the Norfolk State University community shares in the responsibility for his/her personal conduct and, in some cases, may assume reasonable responsibility for the behavior of others. Students and student organizations are required to engage in responsible conduct that positively reflects the University community. [Section 23.1-1301](#) of the Code of Virginia authorizes the Board of Visitors to adopt regulations or policies for the conduct of students while attending Norfolk State University.

The Administration, through its Division of Student Affairs, is delegated the authority to establish and promulgate policies pertaining to the conduct of students in a [Code of Student Conduct](#). When the established policies are violated, the Code of Student Conduct shall apply. The applicable standard of review is a preponderance (more likely than not) of the evidence. Any sanctions issued as a result of a violation of the Code of Student Conduct may be proportionate to the severity of the violation and previous conduct history of the student.

Code of Virginia § [23.1-1303\(B\)\(7\)](#) also requires that the Board of Visitors establish policies for the discipline of students who participate in varsity intercollegiate athletics. See [BOV Policy # 16 \(2015\) Student-Athlete Discipline](#), which specifically addresses the conduct of student-athletes and the disciplinary and reporting requirements for varsity collegiate athletics at the University

Students have the right to notice and opportunity to respond to the reported violation(s).

TABLE OF CONTENTS	PAGE NUMBER
Definitions	2
Contacts	2
Education and Compliance	2
Publication	3

Review Schedule	3
Related Documents	3
Forms	3

DEFINITIONS

Dean of Students: The University official who has primary responsibility for the implementation of student conduct policies. He/she serves as the appeals officer for all cases.

Sanction: A corrective action or response required by the University to a student during a conduct conference or hearing in response to a violation of the Code of Student Conduct.

Student: A person who has been admitted to or has enrolled at the University but has not completed a program of study for which she/he has enrolled; or a person who has completed a program of study and has satisfied all academic requirements for the program but has not been awarded a degree at the time of the offense. Student status exists regardless of whether the University is in session (i.e. spring break and summer).

Student organization: Any University organization or group that is approved and/or registered with the Office of Student Activities. This may also include interest groups not formally recognized by the Office of Student Activities.

CONTACT

The Dean of Students Office within the Division of Student Affairs officially interprets this policy and is responsible for matters pertaining to this policy as it relates to students. The Dean of Students Office is located in Room 307 Student Services Building, Norfolk State University, 700 Park Avenue, Norfolk, Virginia 23504; telephone number (757) 823-2152.

The Dean of Students, as the Responsible Executive, is responsible for obtaining approval for any revisions as required by BOV Policy # 01 (2014) Creating and Maintaining Policies through the appropriate governance structures. Please direct questions pertaining to the Code of Student Conduct to the Dean of Students Office.

EDUCATION AND COMPLIANCE

EDUCATION - All enrolled students and student organizations will be emailed BOV Policy #6, Statement on the Code of Student Conduct, at the beginning of the fall and spring semester via Campus Announcements. This information will be included in the Student Handbook and University catalog, in the online Policy Library, Dean of Students Office webpage, and departmental social media accounts. Sessions will continue with student organizations, during residence hall

meetings, during DNIMAS orientations, Summer Bridge student orientations, Resident Advisor trainings, and meetings with student athletes. All new students are required to take the online module as a part of New Student Orientation. References and feedback will be provided during Town Hall Meetings with students, as appropriate. The SGA Chief Justice and Associate Justices will assist the Dean of Students Office with planning and facilitating programs to educate the campus community of the Code of Student Conduct.

COMPLIANCE – Students in violation will be referred to the Dean of Students Office. If found responsible, appropriate sanctions will be implemented related to the violation. This could include, but not limited to, disciplinary probation, educational project related to the violation(s); community service; educational modules related to the violation(s); counseling referral; fine; restitution; housing reassignment; housing visitation restriction; housing removal; suspension, and expulsion.

PUBLICATION

This policy shall be widely published or distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Office shall make every effort to:

- Communicate the policy in writing, electronically or otherwise, to the University community within 14 days of Board approval;
- Submit the policy for inclusion in the online Policy Library within 14 days of Board approval;
- Direct appropriate offices to educate and train all stakeholders and appropriate audiences on the policy's content, as necessary.

Failure to satisfy procedural requirements does not invalidate this policy.

REVIEW SCHEDULE

- Next Scheduled Review: March 2024
- Approved Date: March 19, 2021
- Revision History: 09/7/2016; 08/28/2017; 09/15/17; 09/28/20; 12/11/20
- Supersedes: None

RELATED DOCUMENTS

- [Administrative Policy # 27-002 \(2014\) Code of Student Conduct](#)
- [Code of Virginia § 23.1-1303\(B\)\(7\) Student-athlete discipline policies](#)
- FORMS

There are no forms associated with this policy.



BOV POLICY # 07 (2014) Military Deployment

Policy Title:	Military Deployment
Policy Type:	Board of Visitors
Policy Number:	BOV Policy # 07 (2014)
Approval Date:	March 19, 2021
Responsible Office:	Military Services and Veterans Affairs
Responsible Executive:	Vice President for Student Affairs
Applies to:	Military Students, Administrative Offices

POLICY STATEMENT

Norfolk State University is committed to serving a diverse student population, which includes the military, veteran and civil service students. This policy adheres to the requirements of [§ 23.1-207 of the Code of Virginia](#) and the [Virginia Tuition Relief, Refund, and Reinstatement Guidelines](#) (2010) established by the State Council of Higher Education for Virginia (“SCHEV”) to provide for tuition relief and refunds, and for reinstatement of students whose documented service in the uniformed services require their sudden withdrawal or prolonged absence from their enrollment at Norfolk State University. This policy identifies the Registrar’s Office as the Responsible Office for the processing of withdrawals for students due to Armed Forces service requirements in accordance with guidelines and procedures in [Administrative Policy # 31-14 \(2014\) Military Tuition Relief, Refund, and Reinstatement](#). This policy furthers the practice of having a military- friendly institution.

C

TABLE OF CONTENTS	PAGE NUMBER
Definitions	1
Contacts	2
Stakeholders	2
Military Deployment	2
Education and Compliance	4
Review Schedule	4

Related Documents 5

Forms 6

DEFINITIONS

Military Duty: includes active, reservist and civil service members in the Armed Forces of the United States.

Military Student: includes currently enrolled active duty, National Guard or Reservist, veteran and civil service students at the University.

Reinstatement: the re-admittance and reenrollment of a student whose service in the Armed Forces has caused his or her sudden withdrawal or prolonged absence from enrollment.

Service in the Armed Forces: service (whether voluntary or involuntary) on active duty in the Armed Forces, including such service by a member of the National Guard or Reserve, for a period of more than 30 days under call or order to active duty of more than 30 days.

Sudden withdrawal: means leaving an institution after a semester has begun or after the tuition and required fees for a term have already been billed to or paid by the student.

Tuition: the actual price of education charged to a student for the term in which service in the uniformed services caused his or her sudden withdrawal or prolonged absence from enrollment at a Virginia institution of higher education.

CONTACT(S)

The Vice President for Student Affairs officially interprets this policy and is responsible for obtaining approval for any revisions as required by [BOV Policy # 01 \(2014\) Creating and Maintaining Policies](#) through the appropriate governance structures. Questions regarding this policy should be directed to the Military Services and Veterans Affairs Office.

STAKEHOLDERS

Military and Veteran students, Faculty and Staff.

Military Deployment

The Administration, through collaboration between the Enrollment Management Office and the Military Services and Veterans Affairs Office, shall develop and implement processes for providing tuition relief and refunds, and for the reinstatement of students whose documented service in the uniformed services has required their sudden withdrawal or prolonged absence from enrollment at Norfolk State University.

All active duty military students who are unable to complete course requirements due to change in employment duties, work schedule or deployment to a duty assignment may be administratively withdrawn from current semester courses in accordance with [Administrative Policy # 31-14 \(2014\) Military Tuition Relief, Refund, and Reinstatement](#). The University Registrar will maintain records of administrative withdrawals completed under this policy and Administrative Policy # 31- 501 (2014) Military Tuition Relief, Refund, and Reinstatement.

All administrative policies shall incorporate the provisions articulated herein, which are effective immediately. Nothing in this policy shall be interpreted to prohibit Norfolk State University from denying reinstatement to a student for causes or actions unrelated to the student's military service in accordance with applicable University policies and procedures governing students and student conduct.

In accordance with SCHEV Guidelines (2010), the following provisions, at a minimum, must be described in sufficient detail and publicized by the Responsible Office:

- A. **Tuition and Required Fees.** A description of the circumstances under which a student shall be entitled to receive a partial or full refund of the tuition and required fees that have been billed or paid for the term in which the student is forced to withdraw, including the factors that determine the amount of a refund.
- B. **Room and Board.** A description of the circumstances under which the student is entitled to a full or partial refund for fees paid to the institution for room and board.
- C. **Deposits.** A description of the circumstances under which deposits will be refunded and/or credited to the student.
- D. **Academic Credit.** A description of a student's options concerning grades assigned for the semester in which the student is forced to withdraw due to service in the uniformed services. This includes providing reasonable time for a student to eliminate any "pending" grades (i.e., "incomplete," or "in progress" grades which indicate academic work remains to be completed in a given course).

E. Reinstatement

- 1. **General Provision:** A description of the circumstances under which a student shall be entitled to reinstatement in the institution following the student's release or return from service in the uniformed services, which shall provide that a student is entitled to reinstatement without having to re-qualify for admission if the student:
 - i. Returns to the same institution after a cumulative absence of not more than five years, and

- ii. Provides notice of intent to return to the institution not later than three years after the completion of the period of service.

Administrative policies should defer to the provisions of the Higher Education Opportunity Act, 20 U.S.C. § 1088 et seq. for application of relevant exceptions to these time periods.

2. Reinstatement into Specific Program of Study: A description of the circumstances under which a student may be reinstated in the same program of study in which he or she had been enrolled prior to withdrawal. The policy shall provide for counseling for the student to determine the impact of absence from the program on the ability to resume study and to advise the student of his or her options when a program is no longer available or suitable.
3. Deferral of Enrollment: A description of the circumstances under which a student who was admitted to a program but did not begin attendance because of service in the uniformed services may be allowed to defer his or her enrollment in the program

F. Documentation. A description of the types of documentation the student must submit to preserve his or her prerogatives under the policy and relevant deadlines for submission of such documentation



EDUCATION AND COMPLIANCE

A. TRAINING

Training for this policy is intended to educate faculty and administrators that will have a role in administering this policy or to be recipients of the financial awards specified in this policy. If required, the Military Services and Veterans Affairs Office will provide training for faculty and staff.

B. POLICY COMPLIANCE AND VIOLATIONS

1. The Military Services and Veterans Office assesses and measures compliance with this policy through monitoring and reviewing the enrollments and withdrawals of military students.
2. Violations of this policy will be addressed in accordance with any relevant federal, NSU, and Commonwealth of Virginia policies.

PUBLICATION

This Policy shall be widely published and distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Office will make every effort to:

- Communicate the policy in writing, electronic or otherwise, to the University community within 14 days of approval.
- Submit the policy for inclusion in the online Policy Library within 14 days of approval.
- Educate and train all stakeholders and appropriate audiences on the policy's content as necessary. Failure to meet publication requirements does not invalidate this policy.

REVIEW SCHEDULE

- Next Scheduled Review: March 2024
- Approved by, date: Board of Visitors, March 19, 2021
- Revision History: September 16, 2020; May 8, 2015; May 9, 2014; March 17, 2016; September 15, 2017; December 11, 2020
- Supersedes: None

RELATED DOCUMENTS

- Higher Education Opportunity Act, 20 U.S.C. § 1088 et seq.
- [Code of Virginia §23.1-207](#)
- [Virginia Tuition Relief, Refund, and Reinstatement Guidelines \(2010\)](#) established by the State Council of Higher Education for Virginia
- [Administrative Policy # 31-14 \(2014\) Military Tuition Relief, Refund, and Reinstatement](#)

FORMS

There are no forms associated with this policy.



BOV POLICY # 19 (2017) ASSISTING EMOTIONALLY DISTRESSED STUDENTS

Policy Title:	Assisting Emotionally Distressed Students
Policy Type:	Board of Visitors
Policy No.:	BOV Policy # 19 (2017)
Approved Date:	March 19, 2021
Responsible Office:	Counseling Center
Responsible Executive:	Vice President for Student Affairs
Applies to:	University Community

POLICY STATEMENT

The Norfolk State University Board of Visitors is authorized under the *Code of Virginia* § 23.1-1300 et seq. to, among other things, make regulations and policies concerning the University. As such, the Board intends to promote a safe learning and working environment for the University community at all times. Section 23.1-802 of the *Code of Virginia* (the *Code*) requires that the governing board develop and implement policies that (i) advise students, faculty, and staff (which include residence hall staff), of the proper procedures for identifying and addressing the needs of students exhibiting suicidal tendencies or behavior and (ii) provide for training where appropriate. “This policy also provides procedures for notifying the University’s student health or counseling center when providing assistance to students that are a perceived threat of harm to self or others, present signs of emotional distress; and/or exhibits suicidal tendencies or behavior, or exhibits the inability to care for basic human needs. No student shall be penalized or expelled solely for attempting to commit suicide, or seeking mental health treatment for suicidal thoughts or behaviors.

TABLE OF CONTENTS

PAGE NUMBER

Contacts	10
Policy Contents.....	10
Education and Compliance	10
Publication.....	10
Review Schedule	11
Related Documents.....	11
Forms	11

CONTACTS

The Vice President for Student Affairs officially interprets this policy and is responsible for matters pertaining to this policy as it relates to students. The Vice President for Student Affairs is the Executive responsible for obtaining approval for any revisions as required by BOV Policy # 01 (2014) *Creating and Maintaining Policies* through the appropriate governance structures. Questions regarding this policy should be directed to the Counseling Center staff.

POLICY CONTENTS

When assisting a student who may be emotionally distressed, attempts suicide, makes a threat or gesture of suicide, harms or attempts to harm him/herself, or undergoes severe emotional distress (e.g., student reports having hallucinations and/or discloses delusional thought content), the procedures for assisting emotionally distressed students must be followed. The established procedures are outlined on the Counseling Center website at <http://www.nsu.edu/counselingcenter/referrals> and shall be made available in the Division of Student Affairs offices. These procedures must be reviewed on an annual basis and available on the University's website a page with other information dedicated solely to the mental health resources available to students at Norfolk State University.

Members of the University Community who come in contact with a student of concern must contacting the NSU Counseling Center at 757-823-8173 or the NSU Police Department at 757-823-9000. The NSU Police should be immediately notified if a student is disruptive, has placed other members of the University Community in immediate danger, and/or threatens to harm him/herself or others, or if such incident occurs after business hours.

EDUCATION AND COMPLIANCE

The Counseling Center shall make training available to all Counseling Center employees training on the requirements of this policy on an annual basis. Records of training will be maintained in the Counseling Center.

PUBLICATION

This policy shall be widely published or distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Office shall make every effort to:

1. Communicate the policy in writing, electronically or otherwise, to the University community affected by the Policy as soon as feasible;
2. Submit the policy for inclusion in the online Policy Library within 14 days of Board approval; and
3. Post the policy on the appropriate SharePoint Site and/or Website.

Failure to satisfy procedural requirements does not invalidate this policy.

REVIEW SCHEDULE

Next Scheduled Review: March 2024

Approved by, date: Board of Visitors, March 19, 2021

Revision History: August 29, 2008; August 28, 2017, September 15, 2017; December 11, 2020

Supersedes: Policy # 24.002 Assisting Emotionally Distressed Students (2008)

RELATED DOCUMENTS

- *Code of Virginia* § 23.1-802
<https://law.lis.virginia.gov/vacode/title23.1/chapter8/section23.1-802/>
- NSU Counseling Center Website <https://www.nsu.edu/counselingcenter/counseling>

FORMS

There are no forms associated with this policy.



BOV POLICY # 21 (2016) COMMUNICABLE DISEASE PROTOCOL

Policy Title:	Communicable Disease Protocol
Policy Type:	Board of Visitors
Policy No.:	BOV Policy # 21 (2016)
Approved Date:	March 19, 2021
Responsible Office:	Spartan Health Center
Responsible Executive:	Vice President for Student Affairs
Applies to:	University Community

POLICY STATEMENT

The Norfolk State University Board of Visitors is authorized under the *Code of Virginia* § 23-174.6 and § 23-9.2:3 to, among other things, make all necessary policies and procedures concerning the University. As such, the Board intends to promote a safe learning and working environment for the University community at all times. This policy describes the protocols to be administered in the event of a communicable disease outbreak on campus or within the University community in accordance with [Code of Virginia § 32.1-116.3](#). The protocols are also identified in the most recent version of the [Crisis Emergency Management Plan](#), under the Section XXII Functional Annex – # 7 Infectious Disease (see attached Annex 7).

TABLE OF CONTENTS:	PAGE NUMBER
Definitions.....	2
Contacts	2
Policy Contents	2
Stakeholder(s) (For Administrative Policy)	2
Education and Compliance	2
Publication	3
Review Schedule	3
Related Documents	3
Forms	3

DEFINITIONS:

Communicable Disease: means any airborne infection or disease, including, but not limited to, Covid-19 (SARS-COV2 virus infection), tuberculosis, measles, certain meningococcal infections, mumps, chickenpox and Hemophilus Influenzae Type B, and those transmitted by contact with blood or other human body fluids, including, but not limited to, human immunodeficiency virus, Hepatitis B and Hepatitis C (*Code of Virginia § 32.1-116.3*).

CONTACT(S)

The Vice President for Student Affairs and the Medical Director of the Spartan Health Center officially interpret this policy. The Vice President for Student Affairs is the Executive responsible for obtaining approval for any revisions as required by BOV Policy # 01 (2014) *Creating and Maintaining Policies* through the appropriate governance structures. Questions regarding this policy should be directed to the Spartan Health Center.

POLICY CONTENTS

In accordance with the Code of Virginia, section 32.1-116.3, Reporting of Communicable Disease, the University is required to:

- (a) Obtain the immunization status of all new incoming freshmen, transfer, and graduate students, facilitated by the Student Health Center; appropriate waivers for Religious and medical exemptions will be obtained.
- (b) Report all reportable communicable diseases to the Virginia Department of Health (VDH) and cooperate with local VDH public health investigators while maintaining individual HIPAA privacy regulations facilitated by the Student Health Center

Spartan Health Center and/or Health Center Annex staff shall notify the Vice President for Student Affairs (or his/her designee) at the earliest known opportunity whenever it is determined a communicable disease meets the definition/criteria of an outbreak. This notification must be documented in writing.

STAKEHOLDER (S) (FOR ADMINISTRATIVE POLICY)

Not associated with this policy and procedures.

EDUCATION AND COMPLIANCE

The Board of Visitors shall make available to the University community this policy by inclusion in the online Policy Library and the Board's Website. Education and training for all stakeholders and appropriate audiences on the policy's content will occur, as necessary. This policy will be maintained as a part of the Board of Visitors Policy. In accordance with Code of Virginia § 32.1-116.3 Reporting of Communicable Disease, the Spartan Health Center, shall submit reports required by the Virginia Department of Health.

PUBLICATION

This policy shall be widely published or distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Executive or Office will make every effort to:

- Communicate the policy in writing, electronically or otherwise, to the University community within 14 days of Board approval:
- Submit the policy for inclusion in the online Policy Library within 14 days of Board approval;
- Post the policy on the Board’s Website and;
- Educate and train all stakeholders and appropriate audiences on the policy’s content, as necessary.

REVIEW SCHEDULE

- Next Scheduled Review: March 2024
- Approved by, date: Board of Visitors: March 19, 2021
- Revision History: September 11, 2009; June 24, 2014; September 23, 2016; September 18, 2020; December 7, 2020
- Supersedes: Policy # 27.006 Communicable Disease Protocol and Policy (2014)

RELATED DOCUMENTS

- *NSU Crisis Emergency Management Plan*
<https://www.nsu.edu/Assets/websites/police/Crisis-Emergency-Management-Plan.pdf>
- Functional Annex AN7, Infectious Disease (see p. 4 of this Policy)
- *Code of Virginia* § 32.1-116.3 Reporting of communicable diseases; definitions.
<http://law.lis.virginia.gov/vacode/title32.1/chapter4/section32.1-116.3/>

FORMS

There are no forms associated with this policy and procedures.

NSU CRISIS EMERGENCY MANAGEMENT PLAN

Functional Annex (pp. 70-72)

INFECTIOUS DISEASE

AN7

Primary University Respondents

Spartan Health Center

Supporting Area / Agencies	Norfolk Department of Health, Virginia Department of Emergency Management; Centers for Disease Control (CDC); World Health Organization (WHO)
Documents and Policies	BOV Policy # 21 (2016) Communicable Disease Protocol Centers for Disease Controls and Prevention- Emergency Preparedness and Response https://emergency.cdc.gov/index.asp Virginia Department of Health Emergency Preparedness https://www.vdh.virginia.gov/emergency-preparedness/
Hazard Specific Appendices/SOP	Infectious Diseases, Biological Agents and Food Poisoning

Purpose:

To establish procedures for an appropriate response level to a possible occurrence of an infectious disease outbreak at the University.

Scope of Work:

To identify the responsibilities and expected activities of all University, local, state and/or federal agencies that may be involved in responding to this situation.

Situation and Assumptions:

1. As an open campus community with a majority commuting population the likelihood that an outbreak of an infectious disease is possible.
2. Awareness and notification that such a circumstance is imminent could potentially arrive through:
 - a. Student(s) seeking medical assistance from the Spartan Health Center and a pattern or reoccurrence of symptoms becomes evident
 - b. Notification from the Norfolk Health Department (NHD) or other local health departments.
 - c. Information from local hospitals of increased frequency of visits for common symptoms
 - d. Notification from regional or federal CDC agencies
3. Depending on the magnitude of the outbreak, assistance and/or management of the response may be requested from local or state health care agencies.

Concept of Operations:

1. The Command Center for response to the situation would be located in the Spartan Health Center or an appropriate location determine by senior medical personnel.
2. All responses to treatment areas will be under the direction of the medical personnel in the Spartan Health Center or if medically indicated and/or beyond the scope of practice, then under the direction of local or state medical personnel.
3. The Spartan Health Center and other medical emergency response personnel will be directed to the Command Center, issued appropriate protective wear and assigned duties and responsibilities in response to the emergency based on need.
4. If the nature and magnitude of the disease is such that transport to local medical facilities is not available, appropriate alternate locations will be utilized for observation, isolation and treatment. Mass Care and Sheltering-in-Place protocols and procedures would be implemented.
5. If transport is available, The Spartan Health Center and University Police will coordinate pickup points for individuals to be transported to local medical facilities. Evacuation procedures and protocols would be implemented.
6. Transportation arrangements include:
 - a) area emergency rescue service
 - b) local ambulance services
 - c) local fire department

Organization and Assignment of Responsibilities:

- 1) If it is decided that a biological epidemic or emergency exists, the Medical Director of the Spartan Health Center, along with the staff of the Center, will use appropriate references to form a plan of action (e.g., Control of Communicable Diseases Manual, Virginia State Health Division of Epidemiology Immunization Program. See also Spartan Health Center Clinical Manual for more information on Clinical Recognition and Management of Suspected Bioterrorism Events). Contacts with the Center for Disease Control and the World Health Organization (foreign travel alerts) may be made as directed by the Norfolk Health Department.
- 2) In the event that a biological epidemic or emergency is determined to exist, the Vice President for Student Affairs may request that the Emergency Operations Center be activated. At that meeting, the Emergency Management Team will be briefed on the situation and requirements. . Should quarantine, mass screening, mass post exposure prophylaxis or closing of the University be recommended, activation of protocols and procedures will take place at that time. The Emergency Management team will determine the appropriate notification to the campus community and the public. The Vice President for Operations/Chief Strategist for Institutional Effectiveness will coordinate efforts with the campus communication and marketing.

If a case of bacterial meningitis or other reportable communicable disease is diagnosed, the Virginia Department of Health will be notified by medical personnel via the online reporting portal, phone or fax. Laboratories are also required to report all positive reportable communicable test results to the Virginia Department of Health.

<https://www.vdh.virginia.gov/disease-prevention/disease-reporting/>

The Medical Director of the Spartan Health Center will assist with contact tracing and initiation of prophylactic antibiotics for students who are identified as close contacts of the original case.

Contact tracing is done by public health officials to recommend antibiotic prophylaxis for close contacts.

Direction and Control:

1. External assistance may be requested if necessary, by the Spartan Health Center via the Emergency Operations Center.

2. If the situation warrants the opening of the NSU and/or City of Norfolk Emergency Operations Center, the Emergency Management Coordinator shall ensure that communications is established between centers.

Annex Development and Maintenance:

The Executive Director of Health Services has overall responsibility for Annex development and maintenance. The Spartan Health Center will be responsible for keeping this plan up to date by an annual review.

This plan supports the NSU Crisis Emergency Management Operations Plan (CEMP). It is implemented with the approval and knowledge of individuals and organizations with assignments or responsibilities under the annex.

Following any exercise, actual emergency or disaster, the Emergency Management Team will determine if this Annex provided satisfactory support and make direct changes accordingly. This Annex will be revised whenever any significant change occurs, as a part of the general CEMP review and revision process.



Policy Title: Parental Notification of Dependent Students in Instances of Psychological Emergencies

Policy Type: Board of Visitors

Policy Number: BOV Policy # 20 (2017)

Approval Date: March 19, 2021

Responsible Office: Counseling Center and Spartan Health Center

Responsible Executive: Vice President for Student Affairs

Applies to: Campus Community

POLICY STATEMENT

The Norfolk State University Board of Visitors is authorized under the Code of Virginia § 23.1-1301 et seq. to, among other things, make regulations and policies concerning the University. As such, the Board intends to promote a safe learning and working environment for the University community at all times. Section 23.1-1303 (B)(4) of the Code of Virginia (the Code) requires that the governing board establish policies and procedures requiring the notification of the parent of a dependent student when such student receives mental health treatment at the institution’s student health or counseling center, and such treatment becomes part of the student’s educational record in accordance with the federal Health Insurance Portability and Accountability Act (42 U.S.C. § 1320d et seq.) and may be disclosed without prior consent as authorized by the federal Family Educational Rights and Privacy Act (20 U.S.C. § 1232g) and related regulations (34 C.F.R. Part 99). This policy establishes requirements for the institution for parental notification of taxdependent students in instances of psychological emergencies.

TABLE OF CONTENTS	PAGE NUMBER
Contacts	2
Definition	2
Policy Contents	2
Education and Compliance	3
Publication	3
Review Schedule	3
Related Documents	3
Forms	3
CONTACT(S)	

The Vice President for Student Affairs officially interprets this policy and is responsible for matters pertaining to this policy as it relates to students. The Vice President for Student Affairs is the

Executive responsible for obtaining approval for any revisions as required by BOV Policy # 01 (2014) *Creating and Maintaining Policies* through the appropriate governance structures.

DEFINITIONS

Dependent Student: means a student under the age of 24 who is claimed for federal income tax purposes as a dependent by his/her parents.

POLICY CONTENTS

Section 23.1-1303(B)(4) of the Code of Virginia requires a parent of dependent student to be notified in the following instances:

- (a) When such student receives mental health treatment at the institution's student health or counseling center; and
- (b) When such treatment becomes part of the student's educational record in accordance with the federal Health Insurance Portability and Accountability Act (42 U.S.C. § 1320d et seq.) and may be disclosed without prior consent as authorized by the federal Family Educational Rights and Privacy Act (20 U.S.C. § 1232g) and related regulations (34 C.F.R. Part 99); and
- (c) if it is determined that there exists a substantial likelihood that, as a result of mental illness the student will, in the near future, (i) cause serious physical harm to themselves or others as evidenced by recent behavior or any other relevant information or (ii) suffer serious harm due to his/her lack of capacity to protect themselves from harm or to provide for his/her basic human needs.

Such notification may be withheld if any person licensed to diagnose and treat mental, emotional, or behavioral disorders by a health regulatory board within the Department of Health Professions who is treating the student has made a part of the student's record a written statement that, in the exercise of his/her professional judgment, the notification would be reasonably likely to cause substantial harm to the student or another person.

The Norfolk State University Counseling Center and Spartan Health Center shall notify the Vice President for Student Affairs (or his/her designee) at the earliest known opportunity whenever a student is treated by their respective offices and meets the criteria for parental notification under Code of Virginia § 23.1-1303(B)(4). This notification must be documented in writing.

The Vice President for Student Affairs (or his/her designee) is responsible for contacting the parent of any such dependent student. The Vice President for Student Affairs (or his/her designee) is also responsible for reviewing this policy.

Upon making a disclosure pursuant to the Code, Norfolk State University and its employees are not civilly liable for any harm resulting from such disclosure unless such disclosure constitutes gross negligence or willful misconduct by the institution or its employees.

EDUCATION AND COMPLIANCE

The Counseling Center shall make available to all employees training on the requirements of this policy on an annual basis. Records of training will be maintained in the Counseling Center.

REVIEW SCHEDULE

- Next Scheduled Review: March 2024
- Approval by, date: Board of Visitors,; March 19, 2021
- Revision History: August 29, 2008; August 28, 2017; September 15, 2017; December 11, 2020

Supersedes: Policy # 24.001 Parental Notification of Tax-Dependent Students in Instances of Psychological Emergency (2008); Policy #24-01 Parental Notification of Tax-Dependent Students in Instances of Psychological Emergency (2014)

RELATED DOCUMENTS

- Code of Virginia § [23.1-1303\(B\)\(4\)](#) (eff. Oct. 1, 2016)

FORMS

There are no forms associated with this policy.

FY 2024 RESOLUTION
NORFOLK STATE UNIVERSITY BOARD OF
VISITORS RESOLUTION TO APPROVE
AMENDMENTS TO THE
2024 SIX-YEAR PLAN

WHEREAS, the Higher Education Opportunity Act of 2011 (TJ21) requires each public institution of higher education in Virginia to prepare and submit a Six-year Plan; and

WHEREAS, during the 2015 General Assembly session, joint resolutions approved by the House (HJR 555) and Senate (SJ 228) also require that the mission, vision, goals, and strategies expressed in the statewide strategic plan framework guide the development of the strategic plan and the Six-year Plan at each public institution of higher education; and

WHEREAS, the governing board of each public institution of higher education shall submit a Six-year Plan to the Council (State Council of Higher Education for Virginia), the Governor and the Chairs of the House Committee on Appropriations and the Senate Committee on Finance no later than July 1 of each odd-numbered year, and shall submit amendments to an affirmation of that plan no later than July 1 of each even-numbered year or at any other time permitted by the Governor or General Assembly; and

WHEREAS, Norfolk State University prepared a Six-year Plan in accordance with the requirements and guidelines and the amendments to the Plan were submitted by the stated deadline of July 15, 2024; and

WHEREAS, the amendments to the 2024 Six-year Plan must be formally approved by the Board of Visitors prior to the October 15, 2024, final submission or as soon thereafter;

THEREFORE, BE IT RESOLVED, that after due consideration and careful review by the Provost and Vice President for Academic Affairs, the Vice President for Finance and Administration, the University President, and by University Counsel for legal sufficiency, the Norfolk State University Board of Visitors approves this resolution for the amendments to the 2024 Six-year Plan as presented this _____day of October 2024; and

BE IT FURTHER RESOLVED, that the University is authorized to revise the 2024 Six-year Plan with any changes recommended by the Commonwealth's Higher Education Advisory Committee (HEAC) before the final submission is due on October 1, 2023.

Signature
Date _____

Bishop Kim Brown
Rector Norfolk State University Board of Visitors



INFORMATION SECURITY POLICY

Policy Title: Information Security Policy

Policy Type: BOV

Policy Number: 38-10

Approval Date: XXXXX-2024

Responsible Office: Office of Information Technology

Responsible Executive: Vice President for Operations and Chief Strategist for Institutional Effectiveness

Applies to: All employees, students, visitors, and contractors, in all academic and operational departments and offices at all Norfolk State University locations, and to all University information technology and data, whether owned and operated by the University, or used for University business through contractual arrangements.

POLICY STATEMENT

All individuals to whom this policy applies shall comply with the Norfolk State University Information Security Standards and protect all IT systems and data to which they have access commensurate with sensitivity and risk. All University information technology and data whether owned and operated by the University, or used for University business through contractual arrangements shall be managed and protected in accordance with the provisions of the Norfolk State University Information Security Standards.

TABLE OF CONTENTS

PAGE NUMBER

INFORMATION SECURITY POLICY.....	1
POLICY STATEMENT	1
DEFINITIONS.....	2
CONTACT(S).....	3
STAKEHOLDER(S).....	3
ALIGNMENT WITH EXTERNAL FRAMEWORKS.....	3
RESPONSIBILITIES.....	4
SENSITIVE IT SYSTEM ASSESSMENT AND AUDIT	4

INFORMATION SYSTEM CONTROL SELECTION AND IMPLEMENTATION	4
EDUCATION AND COMPLIANCE.....	8
EXCEPTIONS	8
REVIEW SCHEDULE	8
RELATED DOCUMENTS	8

DEFINITIONS:

Authorization: The process of verifying that a requested action or service is approved for a specific entity.

Authorize: A decision to grant access, typically automated by evaluating a subject's attributes.

Authorized: A system entity or actor that has been granted the right, permission, or capability to access a system resource.

Availability: The property that data or information is accessible and usable upon demand by an authorized person and that timely, reliable access to data and information services is provided for authorized users.

Computer Network: Two or more computers that can share information, typically connected by cable, data line, or satellite link.

Confidentiality: Protection of systems and data so that unauthorized parties cannot view the data, the property that sensitive information is not disclosed to unauthorized entities, and the assurance that information is not disclosed to unauthorized individuals or processes.

Controlled Unclassified Information (CUI): Information the Federal government owns or has created that needs to be safeguarded and disseminated using only controls consistent with Federal laws, regulations and policies.

Data Custodian: An individual or organization in physical or logical possession of data for Data Owners. Data Custodians are responsible for protecting the data in their possession from unauthorized access, alteration, destruction, or usage and for providing and administering general controls, such as back-up and recovery systems. A Data Custodian may not be a Data Owner or System Owner. A Data Custodian may hold the role of System Administrator.

Data Owner: An individual, who defines, manages, and controls the use of data and ensures compliance with the Information Security Standards with respect to the data. Data Owner may not be a System Administrator.

Information Security: The policies, standards, guidelines, processes, activities, and actions taken to protect the confidentiality, integrity, and availability of information systems and the data they handle commensurate with sensitivity and risk.

Information Security Incident: means an adverse event or situation, whether intentional or accidental, that poses an enterprise impact or threat to the integrity, availability, or confidentiality of University data or systems or requires reporting based upon regulatory requirements.

Information Technology (IT) System: An interconnected set of IT resources under the same direct management control.

Integrity: Guarding against improper information modification or destruction, including ensuring information non-repudiation and authenticity.

Intellectual Property: Please refer to the BOV POLICY # 35 (2019) INTELLECTUAL PROPERTY POLICY.

Sensitive System: A system that processes any data of which the compromise with respect to confidentiality, integrity, and/or availability could have a material adverse effect on NSU interests, the conduct of NSU programs, or the privacy to which individuals are entitled. Please refer to the 32-02 - Data Classification Policy

Sensitive Information/Data: Any data of which the compromise with respect to confidentiality, integrity, and/or availability could have a material adverse effect on COV interests, the conduct of agency programs, or the privacy to which individuals are entitled. Please refer to the 32-02 - Data Classification Policy

System Administrator: An individual or entity that implements, manages, and/or operates a system at the direction of the System Owner, Data Owner, and/or Data Custodian. A System Administrator may not be a Data Owner or System Owner. A System Administrator may also hold the role of Data Custodian.

System Owner: An individual or entity responsible for the operation and maintenance of an IT system. A System Owner may not be a System Administrator.

Technological Resources: Technological resources include but are not limited to: computers and terminals, software, printers, networks and equipment, telecommunication equipment and services such as telephones, facsimile machines, modems, basic and long distance calling service, and voicemail; television and radio systems and equipment; computer information systems; and, data files and/or documents managed or maintained by the University which reside on disk, tape or other media. Technology resources also include multimedia equipped classrooms, computer classrooms, computer laboratories, computer offices, and computer furnishings operated or maintained by NSU.

Users: Faculty, staff and students as well as others who have been authorized to use Norfolk State University's technological resources, (e.g., contractors, interns, volunteers, etc.).

CONTACT(S):

The Office of Information Technology officially interprets this policy. Questions regarding this policy should be directed to the Office of Information Technology (OIT).

STAKEHOLDER(S):

University Faculty & Staff
Students

Others who have been authorized to use Norfolk State University's technological resources.

ALIGNMENT WITH EXTERNAL FRAMEWORKS:

The University's information security program aligns with the Commonwealth of Virginia Information Technology Resource Management Information Security Standard SEC530 and is tailored to the University's environment and unique needs.

RESPONSIBILITIES:

The Vice President for Operations and Chief Strategist is authorized to establish information security controls and requirements for all members of the University community. The Vice President for Operations and Chief Strategist, along with the University **Chief Information Officer (CIO)** and **Chief Information Security Officer (CISO)**, are responsible for developing and maintaining the University's information security program.

System owners, data owners, data custodians, and system administrators must comply with the Norfolk State University Information Security Policy and Standards and are responsible for assessing the sensitivity for the systems and data for which they are responsible, classifying the systems and data appropriately, implementing controls commensurate with sensitivity and risk, and re-evaluating the systems and data periodically.

All users of University IT resources are required to promptly report information security incidents to the University's Office of Information Technology (OIT) Security Office or OIT Client Services.

In responding to any information security incidents, individuals or departments may not release University information, electronic devices or electronic media to any outside entity, including law enforcement organizations, before notifying the OIT Security Office or OIT Client Services.

The **Chief Information Security Officer (CISO)** is responsible for responding to information security incidents. In addition to following up on reported incidents, the CISO may monitor IT resources for potentially malicious and/or harmful activity and take action deemed necessary based on detected activity, or to enforce a University policy.

SENSITIVE IT SYSTEM ASSESSMENT AND AUDIT:

For each IT system owned by Norfolk State University that handles data classified as sensitive, the System Owner and Data Owner(s) shall collaborate with the Office of Information Technology to assess risks to the system and the data it handles as needed, but not less than once every three years.

For each IT system owned by Norfolk State University that handles data classified as sensitive, the System Owner and Data Owner(s) shall cooperate with Internal Audit to conduct an audit of the presence and effectiveness of the controls in the control profile selected for the IT system not less than once every three years for each system.

INFORMATION SYSTEM CONTROL SELECTION AND IMPLEMENTATION:

Protecting Norfolk State University's IT systems and data in a manner commensurate with sensitivity and risk in accordance with this Policy requires the selection and implementation of controls that achieve this objective. Accordingly, the System Owner and Data Owner of each IT system owned by Norfolk State University shall collaborate to select and implement information system controls for the IT system and the data it handles that align with the classification of the data the IT system handles under the NSU Data Classification Policy (32-02) and the risks to which the data are subject.

➤ GUIDANCE:

In most cases, the System Owner and Data Owner will implement controls as defined in the standards documents below based on the Commonwealth's SEC530 Information Security

Standard control baselines <https://csrc.nist.gov/pubs/sp/800/53/b/upd1/final>. The control baseline for each IT system should be selected as follows:

Subject system data are classified	Appropriate NIST SP 800-53B profile
Public	Low
Internal	Moderate
Confidential	High
Sensitive	High ¹

Departures from this guidance should be documented in writing and approved by the Vice President for Operations and Chief Strategist, the Chief Information Officer, and the Chief Information Security Officer.

COV SEC530 control families are described below, from which the System Owner and Data Owner should select and implement controls in accordance with the appropriate classification within the NSU Data Classification Policy (32-02).

- **Access Control**

NSU System and Data Owners must limit information system access to authorized users, processes acting on behalf of authorized users or devices (including other information systems) and to the types of transactions and functions that authorized users are permitted to exercise.

- **Awareness and Training**

NSU System and Data Owners must: (i) ensure that managers and users of information systems are made aware of the security risks associated with their activities and of the applicable laws, directives, policies, standards, instructions, regulations, or procedures related to the security of institution information systems; and (ii) ensure that personnel are adequately trained to carry out their assigned information security-related duties and responsibilities.

- **Audit and Accountability**

NSU System and Data Owners must: (i) create, protect, and retain system audit records to the extent needed to enable the monitoring, analysis, investigation, and reporting of unlawful, unauthorized, or inappropriate information system activity on protective enclave systems, specific to confidential data and confidential networks, at a minimum; and (ii) ensure that the actions of individual information system users can be uniquely traced for all restricted systems.

- **Assessment and Authorization**

NSU System and Data Owners must: (i) periodically assess the security controls in institution information systems to determine if the controls are effective in their application; (ii) develop and implement plans of action designed to correct deficiencies and reduce or eliminate vulnerabilities in institution information systems; (iii) authorize the operation of the institution's information systems and any associated information system connections; and (iv) monitor information system security controls on an ongoing basis to ensure the continued effectiveness of the controls

¹ In the case of Sensitive systems, the System Owner and Data Owner should consider also implementing control enhancements as outlined in SEC530 Security Standard as appropriate to protect the data.

- **Configuration and Management**

NSU System and Data Owners must: (i) establish and maintain baseline configurations and inventories of institution information systems (including hardware, software, firmware, and documentation) throughout the respective system development life cycles; and (ii) establish and enforce security configuration settings for information technology products employed in institution information systems.

- **Contingency Planning**

NSU System and Data Owners must establish, maintain, and effectively implement plans for emergency response, backup operations, and post-disaster recovery for the institution's information systems to ensure the availability of critical information resources and continuity of operations in emergency situations.

- **Identification and Authentication**

NSU System and Data Owners must identify information system users, processes acting on behalf of users, or devices and authenticate (or verify) the identities of those users, processes, or devices, as a prerequisite to allowing access to NSU information systems.

- **Incident Response**

NSU System and Data Owners must: (i) establish an operational incident handling capability for institution information systems that includes adequate preparation, detection, analysis, containment, recovery, and user response activities; and (ii) track, document, and report incidents to appropriate institution officials and/or authorities.

- **Maintenance**

NSU System and Data Owners must: (i) perform periodic and timely maintenance on institution information systems; and (ii) provide effective controls on the tools, techniques, mechanisms, and personnel used to conduct information system maintenance.

- **Media Protection**

NSU System and Data Owners must: (i) protect information system media, both paper and digital; (ii) limit access to data on information system media to authorized users; and (iii) employ encryption, where applicable, (iv) sanitize or destroy information system media before disposal or release for reuse.

- **Physical and Environmental Protection**

NSU System and Data Owners must: (i) limit physical access to information systems, equipment, and the respective operating environments to authorized individuals; (ii) protect the physical plant and support infrastructure for information systems; (iii) provide supporting utilities for information systems; (iv) protect information systems against environmental hazards; and (v) provide appropriate environmental controls in facilities containing information systems.

- **Planning**

NSU System and Data Owners must develop, document, periodically update and implement

security plans for institution information systems that describe the security controls in place or planned for the information systems as well as rules of behavior for individuals accessing the information systems.

- **Program Management**

NSU must appoint a senior agency Chief Information Security Officer to develop and update the University's information security program plan. The plan documents implementation details about program management and common controls distinct from common, system-specific, and hybrid controls. Together, the individual system security plans and the organization-wide information security program plan provide complete coverage for the security controls employed within the University.

- **Personnel Security**

NSU System and Data Owners must: (i) ensure that individuals occupying positions of responsibility within the institution are trustworthy and meet established security criteria for those positions; (ii) ensure that institution information and information systems are protected during and after personnel actions such as terminations and transfers; and (iii) employ formal sanctions for personnel failing to comply with NSU security policies and procedures.

- **Risk Assessment**

NSU System and Data Owners must periodically assess the risk to institution operations (including mission, functions, image, or reputation), institution assets, and individuals, resulting from the operation of institution information systems and the associated processing, storage, or transmission of institution information.

- **System and Services Acquisition**

NSU System and Data Owners must: (i) allocate sufficient resources to adequately protect institution information systems; (ii) employ system development life cycle processes that incorporate information security considerations; (iii) employ software usage and installation restrictions; and (iv) ensure that third-party providers employ adequate security measures, through federal and state law and contract, to protect information, applications and/or services outsourced from the institution.

- **System and Communications Protection**

NSU System and Data Owners must: (i) monitor, control and protect institution communications (i.e., information transmitted or received by institution information systems) at the external boundaries and key internal boundaries of the information systems for confidential data transmissions; and (ii) employ architectural designs, software development techniques, encryption, and systems engineering principles that promote effective information security within institution information systems.

- **System and Information Integrity**

NSU System and Data Owners must: (I) identify, report and correct information and information system flaws in a timely manner; (ii) provide protection from malicious code at appropriate locations within institution information systems; and (iii) monitor information system security alerts and advisories and take appropriate actions in response.

EDUCATION AND COMPLIANCE:

This policy shall be widely published and distributed to the University community. To ensure timely publication and distribution thereof, the Responsible Office will make every effort to:

- Communicate the policy in writing, electronic or otherwise, to the University community within 14 days of approval;
- Submit the policy for inclusion in the online Policy Library within 14 days of approval; • Post the policy on the appropriate Website; and
- Educate and train all stakeholders and appropriate audiences on the policy's content, as necessary. Failure to meet the publication requirements does not invalidate this policy.

The Chief Information Security Officer (or designee) is responsible for official interpretation of this policy. Questions regarding the application of this policy should be directed to the Office of Information Technology. The Chief Information Security Officer reserves the right to revise or eliminate this policy.

Violations of this policy, including without limitation any misuse of data or IT resources may result in the limitation or revocation of access to University IT resources. In addition, failure to comply with requirements of this policy may result in disciplinary action up to and including termination or expulsion in accordance with relevant University policies, and may violate federal, state, or local laws.

EXCEPTIONS:

Exceptions to this policy must be documented in writing and approved by the Vice President for Operations and Chief Strategist, the Chief Information Officer, and the Chief Information Security Officer.

REVIEW SCHEDULE:

- Next Scheduled Review:
- Approval by, date:
- Revision History:
- Supersedes (previous policy):

RELATED DOCUMENTS:

- **BOV POLICY # 35 (2019) INTELLECTUAL PROPERTY POLICY**
<https://www.nsu.edu/policy/bov-35.aspx>
- **32-01 - Acceptable Use of Technological Resources**
<https://www.nsu.edu/policy/admin-32-01.aspx>
- **32-02 - Data Classification Policy**
<https://www.nsu.edu/policy/admin-32-02.aspx>

- Virginia Department of Human Resources Management Policy 1.75
<http://www.dhrm.virginia.gov/docs/default-source/hrpolicy/pol175useofinternet.pdf?sfvrsn=2>
- Codes of Virginia §2.2-2827
<https://law.lis.virginia.gov/vacode/title2.2/chapter28/section2.2-2827/>

NORFOLK STATE UNIVERSITY

RESOLUTION TO NAME

NORFOLK STATE UNIVERSITY STUDENT LYMAN BEECHER BROOKS ROTUNDA

Dr. Harold L. Watkins, II and Dr. Arvat McClaine Rotunda

WHEREAS, Dr. Harold L. Watkins, II is an alumnus of Norfolk State University with a Master of Social Work in 2001; and

WHEREAS, Norfolk State University recognizes Dr. Harold Watkin's exceptional contributions to the programs of NSU as he currently serves as a member of the Board of Visitors since 2019 and as Chair of the Audit, Risk, and Compliance Committee; and

WHEREAS, Dr. Harold Watkins plays a vital role in the Now Is Our Time Campaign serving as the Board of Visitors Campaign Liaison for Norfolk State University's second comprehensive campaign that began in 2020, further demonstrating his commitment to the institution; and

WHEREAS, Dr. Harold Watkin's influence extends beyond Norfolk State, as he contributes to the Richmond community through his passion for honoring the impacts of 18th-century black bateau men in Virginia's historic Canal Walk; and

WHEREAS, Dr. Harold Watkins has dedicated over 34 years of distinguished service in the fields of social work and political science, and Dr. Arvat McClaine, a successful entrepreneur, podcast host, and best-selling author of four titles has also made remarkable contributions. Together, their combined efforts have significantly advanced the field of mental and behavioral health profoundly impacting clients in crisis; and

WHEREAS, Norfolk State University recognizes Dr. Harold Watkins and Dr. Arvat McClaine's influence, generosity, and commitment to global development through their support of programs that uplift communities and foster growth in communities worldwide including Tanzania and Barbados; and

WHEREAS, the naming of The Dr. Harold L. Watkins, II and Dr. Arvat McClaine Rotunda is recommended upon the completion of a financial pledge to the Norfolk State University Foundation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Norfolk State University approve the naming of the Lyman Beecher Brooks Rotunda located on the campus of Norfolk State University as The Dr. Harold L. Watkins, II and Dr. Arvat McClaine Rotunda; and

BE IT FURTHER RESOLVED that an appropriately framed copy of this resolution be presented to Dr. Harold L. Watkins, II and Dr. Arvat McClaine, that signage be prominently displayed at the Lyman Beecher Brooks Rotunda, and that the University keeps all the covenants as established in keeping with the signed gift agreement.

IN TESTAMENT THERETO, I have hereunto set my hand and affixed the great seal of Norfolk State University this ___ day of October 2024, in the two hundred forty-ninth year of the Commonwealth and the eighty-ninth year of the University.

RECTOR

NORFOLK STATE UNIVERSITY

RESOLUTION TO NAME
NORFOLK STATE UNIVERSITY
STUDENT CENTER ROOM 138 THE
TONY AND KIMBERLY BROTHERS MULTI-PURPOSE
ROOM

WHEREAS, William “Tony” Brothers is a friend of Norfolk State University and Kimberly Brothers is an alumna of Norfolk State University; and

WHEREAS, Norfolk State University recognizes Tony’s exceptional contributions to the programs of NSU as he serves as a member of the Norfolk State University Foundation Board; and

WHEREAS, Kimberly’s remarkable career includes over 20 years of service in the banking, technology, and hospitality industries where she currently serves as co-owner of Brothers Restaurant; and

WHEREAS, Tony’s remarkable career includes over 30 years of service as a referee for the National Basketball Association where he is one of the most recognizable and longest-serving referees in the sport; and

WHEREAS, Tony and Kimberly's dedication to Norfolk State University includes the establishment of two endowments-the Dorothy B. Brothers Endowed Scholarship in honor of Tony’s mother who attended Norfolk State University, and the Spartan Legion Gap Endowed Fund; and

WHEREAS, the naming of The Tony and Kimberly Brothers Multi-Purpose Room is recommended upon the completion of a financial pledge to the Norfolk State University Foundation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Norfolk State University approve the naming of the Student Center Room 138 located in the

Student Center on the campus of Norfolk State University as The Tony and Kimberly Brothers Multi-Purpose Room; and

BE IT FURTHER RESOLVED that an appropriately framed copy of this resolution be presented to Tony and Kimberly Brothers, that signage be prominently displayed at Student Center Room 138, and that the University keeps all the covenants as established in keeping with the signed gift agreement.

IN TESTAMENT THERETO, I have hereunto set my hand and affixed the great seal of Norfolk State University this ___ day of October 2024, in the two hundred forty-ninth year of the Commonwealth and the eighty-ninth year of the University.

RECTOR

Bishop Kim W. Brown

NORFOLK STATE UNIVERSITY

RESOLUTION TO NAME

NORFOLK STATE UNIVERSITY GWC BROWN HALL ATRIUM THE GARY AND FREDERICKA MCCOLLUM ATRIUM

WHEREAS, Gary T. McCollum is a long-term friend of Norfolk State University; and

WHEREAS, Norfolk State University recognizes Gary McCollum's exceptional contributions to the programs of NSU as he served as Rector of the Board of Visitors in 2011 after joining the Board of Visitors in 2007; and

WHEREAS, Gary was instrumental in leading Norfolk State University's second comprehensive campaign from 2020-2025, further exemplifying his commitment to the institution; and

WHEREAS, Gary's influence extends beyond Norfolk State, as he serves as an associate minister at First Baptist Church of Norfolk where he has received Man of the Year and Father of the Year honors; and

WHEREAS, Gary's remarkable career includes being a former US Army Ranger, Military Intelligence Officer and a 26-year cable telecommunications career with Cox Communications where he served as the top executive in the company's Virginia region; and

WHEREAS, Gary's dedication to giving voice to the voiceless in areas of economic disparity, community policing, affordable housing, financial literacy, voting rights, early education and more led him to receive prestigious awards such as the Hampton Roads Lenore Matthews Lifetime Achievement Award, the NAACP Trailblazer Award, and the Vanguard Award for Operations Management; and

WHEREAS, the naming of The Gary and Fredericka McCollum Atrium is recommended upon the completion of a financial pledge to the Norfolk State University Foundation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Norfolk State University approve the naming of the GWC Brown Hall Atrium located on the campus of Norfolk State University as The Gary and Fredericka McCollum Atrium; and

BE IT FURTHER RESOLVED that an appropriately framed copy of this resolution be presented to Gary and Fredericka McCollum, that signage be prominently displayed at the Atrium, and that the University keeps all the covenants as established in keeping with the signed gift agreement.

IN TESTAMENT THERETO, I have hereunto set my hand and affixed the great seal of Norfolk State University this ___ day of October 2024, in the two hundred forty-ninth year of the Commonwealth and the eighty-ninth year of the University.

RECTOR

NORFOLK STATE UNIVERSITY

RESOLUTION TO NAME

NORFOLK STATE UNIVERSITY SWIMMING POOL LANE 1 THE WILLIAM “BILL” ARCHIE LANE

WHEREAS, William “Bill” Archie is a friend and former faculty of Norfolk State University; and

WHEREAS, Norfolk State University recognizes Coach Bill Archie’s exceptional contributions to the football program where he began coaching in 1961; and

WHEREAS, Coach Bill Archie was instrumental in establishing Norfolk State University’s first swimming team; and

WHEREAS, Coach Bill Archie served as Norfolk State University’s Director of Intercollegiate Athletics for 14 years; and

WHEREAS, Coach Bill Archie’s remarkable career was inundated with numerous accolades and achievements, including induction into the National Association of Directors of Intercollegiate Athletics Hall of Fame in 1987, the Tom Ferguson “Man of the Year” Award by the City of Norfolk, Cox Communication’s “Outstanding Citizen” in Hampton Roads, induction into the West Virginia State College Athletics Hall of Fame, the Central Intercollegiate Athletics Association (CIAA) Hall of Fame, the McDowell County Athletics Hall of Fame, and the Norfolk State University Athletics Hall of Fame; and

WHEREAS, the naming of Lane 1 of the NSU Athletic Pool as The William “Bill” Archie Lane is recommended upon the completion of a financial pledge from the family of Coach Bill Archie to the Norfolk State University Foundation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Norfolk State University approve the naming of Lane 1 of the NSU Athletic Pool located on the campus of Norfolk State University as the **William “Bill” Archie Lane**; and

BE IT FURTHER RESOLVED that an appropriately framed copy of this resolution be presented to April M. Jones, that signage be prominently displayed on the swimming pool lane, and that the University keeps all the covenants as established in keeping with the signed gift agreement.

IN TESTAMENT THERETO, I have hereunto set my hand and affixed the great seal of Norfolk State University this ___ day of October 2023, in the two hundred forty-ninth year of the Commonwealth and the eighty-ninth year of the University.

RECTOR

NORFOLK STATE UNIVERSITY

RESOLUTION TO NAME

NORFOLK STATE UNIVERSITY GWC BROWN HALL 230 CLASSROOM OF THE FUTURE THE REVEREND JEFFREY AND KATHY POPE BELFIELD ROOM

WHEREAS, Kathy Pope Belfield is an alumna of Norfolk State University with a bachelor of science degree in Business Management and Reverend Jeffrey Belfield is a friend of Norfolk State and a member of the NSUAA Prince George's County Chapter; and

WHEREAS, Norfolk State University recognizes Kathy's exceptional contributions to the programs of NSU as she serves as President of the Norfolk State University Alumni Association Prince George's County Chapter; and

WHEREAS, Kathy's dedication to Norfolk State University included her involvement as a Majorette in the Spartan Legion Marching Band, Business Leaders of America Club and as an active member of the Epsilon Theta Chapter of Delta Sigma Theta, Inc. and Prince George's County Alumnae Chapter of Delta Sigma Theta, Inc.; and

WHEREAS, Kathy and Jeffrey's influence extends beyond Norfolk State as they are members of New Chapel Baptist Church where Reverend Jeffrey Belfield serves as an associate minister; and

WHEREAS, Kathy's remarkable career includes over 30 years of service with the federal government most recently with the Department of Commerce; and

WHEREAS, Kathy and Jeffrey's dedication to Norfolk State University includes the establishment of two endowments that support student scholarships, athletic support, alumni support, and countless other program support; and

WHEREAS, the naming of The Reverend Jeffrey and Kathy Pope Belfield Classroom of the Future is recommended upon the completion of a financial pledge to the Norfolk State University Foundation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Norfolk State University approve the naming of the GWC Brown Hall 230 Classroom located on the campus of Norfolk State University as The Reverend Jeffrey and Kathy Pope Belfield Classroom of the Future; and

BE IT FURTHER RESOLVED that an appropriately framed copy of this resolution be presented to Reverend Jeffrey and Kathy Pope Belfield, that signage be prominently displayed at GWC Brown Hall, and that the University keeps all the covenants as established in keeping with the signed gift agreement.

IN TESTAMENT THERETO, I have hereunto set my hand and affixed the great seal of Norfolk State University this ___ day of October 2024, in the two hundred forty-ninth year of the Commonwealth and the eighty-ninth year of the University.

RECTOR

NORFOLK STATE UNIVERSITY

RESOLUTION TO NAME

NORFOLK STATE UNIVERSITY STUDENT CENTER FOOD COURT THE DR. KIM W. BROWN AND DR. VALERIE K. BROWN SPARTAN LOUNGE

WHEREAS, Bishop Kim W. Brown is an alumnus of Norfolk State University with a Bachelor of Science in Engineering from Norfolk State University and a Master of Divinity degree, and a Doctorate of Ministry degree from Virginia Union University, and Elder Valerie Brown is an alumna of Virginia State University with a Bachelor of Science in Accounting and a Doctorate of Management from Case Western Reserve University; and

WHEREAS, Norfolk State University recognizes Bishop Kim Brown's exceptional contributions to the programs of NSU as he was honored as a Distinguished Alumnus and currently serves as the Rector of the Board of Visitors after joining the Board of Visitors in 2019; and

WHEREAS, Bishop Kim Brown plays a pivotal role on the Now Is Our Time Campaign Steering Committee for Norfolk State University's second comprehensive campaign from 2020-2025, further exemplifying his commitment to the institution; and

WHEREAS, Bishop Kim Brown's influence extends beyond Norfolk State, as he serves as the Presiding Prelate of The Mount Global Fellowship of Churches spanning over seven campuses; and

WHEREAS, Bishop Kim Brown's remarkable career includes over 33 years of service as the Senior Site Pastor of the Chesapeake campus leading the organization's growth with a congregation of over 15,000 partners; and

WHEREAS, Bishop Kim Brown's exemplary leadership and commitment to service have earned him numerous accolades, including being named Chesapeake's First Citizen in 2017 and receiving the esteemed Men for Hope Trailblazer Award. Bishop Kim Brown is an accomplished author, with best-selling titles such as "Marriage Talk," "Creating Pastures," and "Boiling Our Children" to his credit; and

WHEREAS, the naming of Dr. Kim W. Brown and Dr. Valerie K. Brown Spartan Lounge is recommended upon the completion of a financial pledge to the Norfolk State University Foundation; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Norfolk State University approve the naming of the Student Center Food Court located on the campus of Norfolk State University as The Dr. Kim W. Brown and Dr. Valerie K. Brown Spartan Lounge; and

BE IT FURTHER RESOLVED that an appropriately framed copy of this resolution be presented to Bishop Kim and Elder Valerie Brown, that signage be prominently displayed at the Food Court, and that the University keeps all the covenants as established in keeping with the signed gift agreement.

IN TESTAMENT THERETO, I have hereunto set my hand and affixed the great seal of Norfolk State University this ___ day of October 2024, in the two hundred forty-ninth year of the Commonwealth and the eighty-ninth year of the University.

VICE-RECTOR

NORFOLK STATE UNIVERSITY BOARD OF VISITORS ROLL CALL VOTE OCTOBER 24, 2024

Item	Rector Brown	Dr. Chase	Mr. Blake	Mr. Bland	Mr. Andrews	Mrs. Abbott	Honorable Spruill	Honorable Dyke	Mr. Sanders	Mr. Hall	Mr. Jamison	Mr. Parks	Dr. Watkins (Absent)	Totals
Quorum established for start of Full Board Meeting	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	12-0
Approval of Electronic Participation (none)	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Approval of May 3, 2024, Minutes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	12-0
Approval for Mr. Gilbert Bland and Mr. Jay Jamison to serve on the Executive Committee	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	12-0
Approval of BOV POLICY # 06 (2014) Statement on Code of Student Conduct	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	12-0
Approval of BOV Policy #07 (2014) Military Deployment	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	A	13-0

<p>-Mr. William "Bill" Archie Lane # 1 NSU Swimming pool</p> <p>-Rev. Jeffery & Mrs. Kathy Pope Belfield Brown Hall Classroom of the future</p> <p>-Bishop Kim and Elder Valerie Brown Spartan Lounge</p> <p>-Mr. William "Bill" Archie Lane # 1 NSU Swimming pool</p>														
<p>Adjournment</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>Yes</p>	<p>A</p>	<p>12-0</p>