

NORFOLK STATE UNIVERSITY
BOARD OF VISITORS (BOV)
Academic and Student Affairs Committee Meeting
Thursday, November 21, 2024

I. Call to Order/ Establish Quorum

Mr. Delbert Parks, Chair, called the Academic and Student Affairs Committee meeting to order at 9:01 a.m. A quorum was established with a 5-0 roll call vote.

Committee Members Present

Mr. Delbert Parks, Chair
Mr. Jay Jamison
Mr. Mike Andrews

Mr. Dwayne Blake
The Honorable Lionell Spruill, Sr.
The Honorable James Dyke Jr.

Committee Members- Virtual

Other Board Members Present

Counsel Present

Pamela Boston, University Counsel and Senior Assistant Attorney General

NSU Administrators and Staff Present

Dr. Javaune Adams- Gaston, President
Bishop Kim Brown, Rector
Dr. Dawn Hess, Chief Compliance Officer
Dr. Aurelia T. Williams, Academic Affairs
Dr. Terry Venable, Assistant to the Vice
President for Student Affairs
Brandn Gilchrist, OIT
Christopher Jones, OIT
Ms. Sher're Dozier, Clerk to the President/BOV
Mrs. Sharea' Williams, Executive Asst. for VP
Of Operations/ Chief Strategist

Dr. Melissa Barnes, Enrollment Management
Mr. David Simon Jr., Dean of Students
Ms. Derika Burgess, Internal Audit
Dr. Aixi Zhou, Research & Innovation
Brian Covington, NSU Police Department
Jaidin Brooks, Dean of Students (Work Study)
Dr. Gerald Hunter, DFA
Dr. Tanya S. White, Office of the President
Raesha Jones, Health and Wellness (Intern)
Yohance Goodrich III, Career Services

II. Recommend Approval of Electronic Participation

N/A

III. Recommend Approval of the October 1, 2024, Committee Meeting Minutes

Mr. Dwayne Blake, motioned, second by The Honorable Lionell Spruill, with a 6-0 roll call vote, the Committee unanimously approved the April 3, 2024, Academic and Student Affairs Committee Meeting minutes.

IV. Discussion Items

- a. **Academic Affairs Update-** Provost DoVeanna S. Fulton
Provost Fulton provided updates on the following SACSCOC action items:
1. Standard 6.2.c- revisions have been made.
 2. Standard 13.6

3. Standard 14.1- Statements updated on all websites, etc. Revise teaching faculty handbook request board approval.
- b. Dr. Fulton reviewed the academic program review and disciplinary accreditations.
- c. Software Acquisition: Gray Decision Intelligence will be available for all staff by fall 2025.
 1. Digital solution for faculty evaluations
 2. Alignment with workforce needs
 3. Provides growth potential
 4. Provides areas for improvement

The floor was opened for questions:

1. Mr. Jamison- Is MHA a joint venture between ODU, EVMS, and Norfolk State, or is that our program?
Dr. Fulton- That is our program.
2. How is the tourism and hospitality management program accredited?
Dr. Fulton- AAC/ School of Business
3. How did Faculty respond to the Watermark?
Dr. Fulton- Faculty finds that it's not as difficult as they thought it would be.

b. Student Affairs Update- Dr. Leonard Brown

1. Review of BOV policies
 - a. Policy #20- Parental Notification of Dependent Students in Instances of Psychological Emergencies.

A motion was made by The Honorable James Dyke and second by The Honorable Lionell Spruill. With a 6-0 roll call vote, the Committee unanimously approved BOV policy #20.

- b. Policy #33- Freedom of Speech and Expressions.

The motion was made by The Honorable Lionell Spruill and second by Mr. Dwayne Blake. With a 6-0 roll call vote, the Committee unanimously approved BOV policy #33.

- c. Update the University's Accreditation Statement

The motion was made by the Honorable James Dyke and second by The Honorable Lionell Spruill. With a 6-0 roll call vote, the Committee unanimously approved updating the University's Accreditation Statement.

2. Develop an on-campus employment program.

- a. Benefits of working on campus.
 - b. Developing real work-based skills.

Dr. Brown introduced 3 students to explained why a campus employment program would be beneficial. Yohance Goodrich III, Raesha Jones, and Christopher Jones.

c. Enrollment Management Update- Dr. Justin Moses

1. Over 100 recruitment events for the Fall semester, which included the Midnight Golf Program.
2. Increase in Admissions Applications
3. Fall 2024 Open House was held on November 16, 2024, where approximately 1500 guests attended.

The Floor was opened for Questions:

1. Can you provide a breakdown of the students who attended Open House?

Dr. Melissa Barnes- We can break down the students based on race, sex, in- state vs. out-of-state, etc.

d. Athletics Update- Dr. Melody Webb

1. Just secured the men and women's cross-country championship.
2. Women's basketball program ranked top ten in the nation.
3. Discussed challenges with the NCAA and university athletics.

The Floor was opened for Questions:

The Honorable James Dyke- How are we addressing retention? What is the plan to retain students?

Dr. Adams- Gaston- Yes! That is something that we are working on. Our students have very high economic needs. We need ways of closing the gap. The state must give us more support. 71% of our seniors are working students. Need to have on campus work options for students.

V. Public Comments- there were no public comments.

- VI.** There being no further business, Mr. Delbert Parks adjourned the meeting at 10:20a.m. The motion was made by Mr. Blake and second by the Honorable Lionell Spruill, with a 6-0 roll call vote, the Committee unanimously approved the Adjournment.

Respectfully Submitted,

Mr. Delbert Parks, Chair

Date

Dr. Justin Moses, Vice President for Operations

Date

Sharea' Williams, Executive Administrative Assistant
To the VP for Operations

Date



Accreditation statement update:

The official statement on Norfolk State University's institutional accreditation status as required by Standard 14.1, Principles of Accreditation (2024), of the Southern Association of Colleges and Schools Commission on Colleges is as follows:

Norfolk State University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate, baccalaureate, masters, and doctorate degrees. Norfolk State University also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Norfolk State University may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).



BOV POLICY #20 (2017) PARENTAL NOTIFICATION OF DEPENDENT STUDENTS IN INSTANCES OF PSYCHOLOGICAL EMERGENCY

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)(5) 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 tax-dependent students in instances of psychological emergencies.

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BOV POLICY #20 (2017) PARENTAL NOTIFICATION OF DEPENDENT STUDENTS IN INSTANCES OF PSYCHOLOGICAL EMERGENCY

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)(5) 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). A record of all notifications will be maintained.



BOV POLICY #20 (2017) PARENTAL NOTIFICATION OF DEPENDENT STUDENTS IN INSTANCES OF PSYCHOLOGICAL EMERGENCY

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 training available to all Counselor Center employees 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\(B\)\(5\)](#) (eff. July. 23, 2024)

FORMS

There are no forms associated with this policy.



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

Policy Title: Freedom of Speech and Expression and Campus Space Utilization

Policy Type: Board of Visitors

Policy Number: BOV Policy #33 (2019)

Approval Date: December 6, 2024

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.

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BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

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.



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

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.



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

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



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

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. Event reservations by students and employees

To request authorization for a major event, students should contact the Assistant Vice President for Campus Life & Diversity or the Director, 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.



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

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. Un-sponsored 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



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

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 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 Human Resource 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.



BOV Policy #33 (2019) Freedom of Speech and Expression and Campus Space Utilization

REVIEW SCHEDULE

- Next Scheduled Review: March 2027
- Approved by date: Board of Visitors, December 7, 2024
- Revision History: May 3, 2019; December 11, 2020, December 9, 2024

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>

REFERENCE

<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>

Item	Mr. Delbert Parks (Chair)	Mr. Mike Andrews	Mr. Dwayne Blake	The Honorable James Dyke	The Honorable Lionell Spruill, Sr.	Mr. Jay Jamison	Totals
Quorum	Yes	Yes	Yes	Yes	Yes	Yes	6-0
Recommend Approval of Electronic Participation	-	-	-	-	-	-	-
Approval of the Minutes	Yes	Yes	Yes	Yes	Yes	Yes	6-0
Update the University's Accreditation Statement	Yes	Yes	Yes	Yes	Yes	Yes	6-0
Approval of BOV Policy #20 Parental Notification of Dependent Students in Instances of Psychological Emergency	Yes	Yes	Yes	Yes	Yes	Yes	6-0
Approval of BOV Policy #33 Freedom of Speech and Expression and Campus Space Utilization	Yes	Yes	Yes	Yes	Yes	Yes	6-0
Adjournment	Yes	Yes	Yes	Yes	Yes	Yes	6-0