BOARD OF VISITORS
Ad-Hoc Board Policies Committee

Hampton Roads Community Foundation
(located in the World Trade Center)
101 W. Main Street, Suite 4500
Norfolk, VA 23510

August 28, 2017

MINUTES

1. Establish Quorum/Call to Order

Dr. Adams called the Ad-Hoc Board Policies meeting to order at approximately 12:30 p.m. A quorum of the Committee was established by Roll Call.

Ad-Hoc Board Policies Committee Members Present:
Dr. Ann A. Adams, Chair
Mr. Elwood B. Boone, III
Dr. Deborah M. DiCroce
Mr. B. Keith Fulton

Others Present:
Ms. Pamela F. Boston, University Counsel
Mr. Ronald Forehand, Senior Assistant Attorney General and Education Section Chief
Mr. Ericke S. Cage, Executive Policy Advisor to the President and the Board of Visitors
Mrs. April T. Allbritton, Office Manager/Board Liaison

Media Present:
Brandi Cummings, Reporter, WAVY TV
Chris Omahan, Cameraman, WAVY TV

2. Approval of Minutes

Mr. Fulton motioned, seconded by Mr. Boone and unanimously voted by the Committee to approve the minutes of the August 28, 2016 Ad-Hoc Board Policies Committee meeting.

3. Discussion Items

Dr. Adams thanked Mr. Cage for preparing the summary table. She asked him to walk the Committee members through the key issues for each policy.

In response to questions from Dr. Adams, Mr. Forehand responded that the policies may be approved as a group with one motion at the end of the discussion by voice or roll call vote, and Ms. Boston stated that there is no notice requirement for the policies to be brought forward to the full Board. The notice requirement is for the Bylaws.

As requested, Mr. Cage discussed the recommended language/revisions for each policy as outlined in the summary table. The Committee accepted the revisions presented and below are additional changes that are to be incorporated.

TITLE IX POLICIES AND SUPPORTING DOCUMENTS

BOV Policy #05 Title IX Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence

- *No additional recommendations from the Committee other than those listed in the summary table.*

BOV Policy #05-01 Reporting by University Employees of Disclosures to Sexual and Gender-based Harassment and Other Forms of Interpersonal Violence

- *Note: Page 38 is blank due to a pagination fluke (the final version will not include a blank page).*

BOV Policy #05-02 Preventing and Addressing Discrimination and Harassment

- *Page 50 – In the first sentence of the new section, change the word "college" to "university.".*

BOV Policy #05-03 Preventing and Addressing Retaliation

- *No additional recommendations from the Committee other than those listed in the summary table.*

Title IX Handbook for Students and Employees

- *Page 61 – In the SACSCOC paragraph, remove the word "associate" if the university no longer offers associate degrees.*

SECOND REVIEW OF POLICIES FOR NEW POLICY FORMAT

BOV Policy #19 Assisting Emotionally Distressed Students

- *Page 132 – In the policy statement, include the wording "is a perceived" threat of harm... Also, fix this sentence grammatically.*
- *Be consistent with the definition of "tax dependent student," in Policy 19, 20 and 23. Policy 23 has a more detailed definition, which includes age and IRS guidelines.*

BOV Policy #20 Parental Notification of Tax-Dependent Students in Instances of Psychological Emergency

- *Page 136 - In the Policy Content at the end of the sentence for item "a.," insert the word "and" to complete the conjunctive.*
- *For all the policies, be consistent with the gender reference. Use "his/her throughout" by performing a global search.*
- *Page 136 - In the last paragraph, change "should" back to "must."*

BOV Policy #22 Violence Prevention Committee and Threat Assessment Response Team

- *No additional recommendations from the Committee other than those listed in the summary table.*

BOV Policy #23 Release of Educational Record to Parents of Dependent Students

- *Page 142 – Note the dependent student definition referenced here for consistency with Policy 19 and 20.*
- *Page 142 – In the Policy Contents, change "afford" to "affords" in the first sentence. In the second sentence, take out the word "information" and after the words "to parents" add the words "of dependent students."*
- *Page 144 – End the 4th paragraph with student's file. Delete the words "utilizing optical disc storage technology."*

ANNUAL REVIEW OF BOARD-APPROVED POLICIES

BOV Policy #01 (2014) Creating and Maintaining Policies

- *Page 155, Effective Date and Review Period – Committee recommends changing the review date of policies from "annual" to "triennial." If certain policies need annual review, the annual review needs to be written into that particular policy.*

BOV Policy #04 (2014) Equal Opportunity and Non-Discrimination

- *Page 166 – In the Policy Statement, include a reference to veterans. Recommended by Mr. Forehand.*
- *Page 167 – If the Associate Vice President for HR and the Title IX are the same person, change the grammar from "interprets" to "interpret."*
- *Page 168 – Include veterans in the Notice Requirement. Recommended by Mr. Forehand.*

BOV Policy #15 (2014) Presidential Evaluation

- *Page 217, Evaluation Process – In the last paragraph, remove the words (generally held in May)." The Board's schedule has changed and the annual meeting is currently in a different month.*

Discussion: Page 218 of this policy states that "these goals should be affirmed by the Board at the next scheduled meeting of the full Board." For this year, it is expected that the goals should be affirmed at the September meeting.

BOV Policy #17 (2016) Weapons

- *Page 231 – In both instances in the new section, change the word "chapter" to "policy."*

Mr. Forehand recommended that the Board develop and approve a regulation that prohibits firearms in sensitive places. A regulation has the force and effect of the law. This regulation

would apply to members of the public. **Dr. Adams asked Mr. Forehand if he would draft the weapons regulation for the Board to be presented at the September meeting. He agreed.**

Mr. Forehand also recommended preparing a parking regulation. Mr. Fulton asked Mr. Forehand if he could draft the parking regulation as well. Mr. Forehand responded yes. This will also be presented to the Board in September.

ANNUAL REVIEW OF BOARD-APPROVED POLICIES *(continued)*

The following policies had no additional recommendations from the Committee other than those listed in the summary table:

- BOV Policy #02 (2014) Classification and Numbering System
- BOV Policy #03 (2014) Role of Faculty in University Governance
- BOV Policy #06 (2014) Statement on Code of Student Conduct
- BOV Policy #07 (2014) Military Deployment
- BOV Policy #08 (2014) Award of Academic Credit for Military Education, Training and Experience
- BOV Policy #09 (2014) Priority Course Registration for Military Related Students
- BOV Policy #10 (2014) Financial Oversight and Reporting
- BOV Policy #11 (2014) Debt Management
- BOV Policy #12 (2014) Investment Management
- BOV Policy #13 (2014) University-Related Foundations
- BOV Policy #14 (2015) Naming Policy for Facilities and Spaces
- BOV Policy #16 (2015) Student-Athlete Discipline
- BOV Policy #18 (2016) Participation in Board of Visitors Meetings in Event of Emergency, Personal Matters, Certain Disabilities; or Distance from Meeting Location
- BOV Policy #21 (2016) Communicable Disease Protocol
- BOV Policy #24 (2016) Statement on Identity Theft Prevention
- BOV Policy #25 (2016) Award of College Credit for Advanced Placement, Cambridge Advanced Examinations, College-Level Examination Program, and International Baccalaureate Examinations
- BOV Policy #27 (2016) Statement on Political Activities on Campus

4. Motion to Approve

Mr. Fulton motioned, seconded by Mr. Boone and unanimously voted by the Committee to recommend to the full Board the revisions as presented in the summary table with the additional recommendations as cited above.

5. Adjournment

There being no further business, the meeting adjourned at approximately 1:44 p.m.

Respectfully submitted,

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April T. Allbritton, Board Liaison

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Dr. Ann A. Adams, Chair
Ad-Hoc Board Policies Committee

Roll Call Vote

Roll Call Vote	Dr. Adams	Mr. Boone	Dr. DiCroce	Mr. Fulton
Establish a Quorum	Yes	Yes	Yes	Yes