

**BOARD OF VISITORS**  
**STRATEGIC FINANCE COMMITTEE MEETING**  
March 5, 2026  
**MINUTES**

**1. Call to Order/Establish Quorum**

Mr. Jamison, Chair, called the Strategic Finance Committee to order at approximately 9:17 am. A quorum was established by a 3-0 roll call.

**Committee Members**

Mr. Jay Jamison, Chair  
Mr. Dwayne Blake  
Mr. Darrell “DJ” Jordan

**Virtual Committee Members**

Mr. Conrad Hall (V)

**Board Members**

Rector Kim W. Brown  
Mr. Gilbert Bland  
Dr. L.D. Britt

**Participants - NSU Administrators and Staff:**

Dr. Javaune Adams-Gaston, President  
Ms. Pamela F. Boston, University Counsel and Senior Assist Attorney General  
Dr. Tanya White, Vice President/Chief of Staff  
Dr. Melissa Barnes, Interim Associate Vice President for Enrollment Management  
Ms. Derika Burgess, Chief Audit Executive, Internal Audit  
Dr. Leonard Brown Jr., Vice President for Student Affairs  
Mr. Eric Claville, Executive Advisor to the President, Governmental Relations  
Dr. Gerald Ellsworth Hunter, Vice President for Finance and Administration & Chief Financial Officer  
Dr. Justin L. Moses, VP Operations and Chief Strategist for Institutional Effectiveness  
Mr. Clifford Porter, Vice President for University Advancement  
Dr. Melody Webb, Athletics Director  
Dr. Aurelia Williams, Senior Vice Provost for Academic & Faculty Affair  
Mr. Brian K. Covington, NSU Chief of Police  
Ms. April Britt-Pimienta, Executive Administrative Assistant, University Advancement  
Ms. Misti D. Goodson, Director, Development Services & Stewardship for University Advancement  
Mr. Christopher M. Gregory, Media Specialist, Office of Information Technology  
Dr. Davida Harrell-Williams, Director, Auxiliary Enterprises and Services  
Mr. Dennis Jones, Executive Director, Planning and Budget  
Mr. Ronald King, Chief Information Security Officer/Director of IT Security  
Office of Information Technology  
Mr. Linwood F. Moses, Director, IT Project Management, Office of Information Technology

Ms. Phillita Peebles, Executive Assistant, Office of Internal Audit/University Compliance  
Monique Robinson, Director for Procurement Services  
Ms. Erica Saunders, Executive Administrative Assistant, Provost Office  
Mr. Rasool Shabazz, Associate Director, Academic Technology Services, Office of Information Technology  
Ms. Lakisha Speller, Assistant Vice President of Finance and Administration/University Controller  
Ms. Crystal Square-Williams, Director, University Events, University Advancement  
Dr. James T. Walke, Assoc. V.P. Institutional Effectiveness and Planning  
Ms. Sharea Williams, Executive Administrative Coordinator, Institutional Effectiveness  
Mr. Terry Woodhouse, Interim Associate Vice President, Facilities Management  
Ms. Sharlay Wofford, Payroll Manager  
Ms. Sher're S. Dozier, Clerk to the University President/Liaison to the Board of Visitors  
Ms. Martha M. Wilson, Executive Assistant to Vice President, Finance and Administration

**2. Recommend Approval of Electronic Participation**

Mr. Conrad Hall joined electronically due to 150-mile distances.

**A motion was made by Mr. Blake and second by Mr. Jordan with a 3-0 Roll Call vote to approve Mr. Hall electronic participation due to distance.**

**3. Recommended Approval of December 5, 2025, Committee Meeting Minutes with correction that Mr. Dwayne Blake was in attendance but left off the attendance list for the Committee Meeting.**

**A motion was made by Mr. Jordan, and second by Dr. Chase with a 4-0 Roll Call vote to approve corrections to December 5, 2025, meeting minutes that Mr. Blake was in attendance.**

**4. Discussion Items**

- **Quarterly Financial Report** - Dr. Gerald Ellsworth Hunter presented a brief Quarterly Financial Report for the period ending December 31, 2025.
- Actual revenue expenses totaled \$298 million through the second quarter of FY2026 with \$20 million in allocations as of July 1, 2025, that have yet to be expenditure. All Higher Education Emergency Relief Fund (HEERF) have yet to be completely spent. With mandatory fees at \$1 million.
- **Source of Funds Update**  
Dr. Gerald Ellsworth Hunter presented the Source of Funds as of December 31, 2025, as \$296.5.
- Student Financial Assistance (State) totaled \$34.7 million
- Local Funds-Student Financial Assistance budgeted at \$20 million
- Sponsored Programs totaled \$20.2 million.
- **Use of Funds**  
Dr. Gerald Ellsworth Hunter presented the Use of Funds as of December 31, 2025.
  - Total expenses totaled \$173 million.

## Facilities Update

Mr. Woodhouse, interim associate vice president, presented a brief Facilities Management Update that included the current Capital Project in Progress for 2026 with emphasis on new NSU 8-foot security fence which is 85% completed that provides walkway lights, camera's, and key excess which allow security to monitor who comes and goes (student, faculty, and staff).

### In Progress Facilities Projects Are:

- Construct Learning Institute \$135,900,060
- Construct Wellness, Health and Physical Education Center \$125,887,609
- Construct New Dining Facility/Replace Scott Dozier \$90,635,348
- Construct Residential Housing Phase II/Replace Rosa and West Café \$90,507,219

## Legislative Affairs Update

Mr. Eric Claville, Executive Advisor to the President for Governmental Relations, provided a comprehensive update on the state of Legislative Affairs.

### Key Dates for the 2026 General Assembly Session

Wednesday, December 17	Governor presents Budget Bill
Wednesday, January 14	Session convenes Prefiling ends at 10:00 a.m. Last day to file legislation creating or continuing a study
Friday, January 16	Last day to submit budget amendments
Friday, January 23	Bill cut-off (last day to introduce bills and certain joint resolutions)
Tuesday, February 17	House and Senate to complete action on bills, except Budget Bills
Wednesday, February 18	Crossover (last day for each house to act on its own legislation, except Budget Bills) Amendments to Budget Bills available
Sunday, February 22	Houses of origin to complete action on Budget Bills
Tuesday, February 24	Amendments of Budget Bills available by Noon
Tuesday, March 3	Committees responsible for budget bills of the other house to complete work
Wednesday, March 4	Last day to act on remaining bills and appoint conferees
Saturday, March 14	Session adjourns sine die
Saturday, April 4	Last day for Governor's action on legislation
Wednesday, April 22	Reconvened session
Wednesday, July 1	Effective date of enacted legislation

## NSU Legislative Requests

- Modernize / Replace Enterprise Resource Planning (ERP) System – FY27: \$4,200,000.00 FY28: \$4,200,000.00
- Requests funding to continue the process of replacing existing finance, human resources, and student information systems over the next three years.
- HBCU Partnership – FY27: \$10,000,000.00 FY28: \$10,000,000.00

- ❑ Requests funding to continue and expand the ongoing HBCU collaboration, including Norfolk State University, Virginia State University, Hampton University, and Virginia Union University.
- ❑ Auxiliary Enterprises and Sponsored Programs in Institutions of Higher Education (Auxiliary Enterprise Investment Yields – Budget Language)
- ❑ This amendment suspends the recovery transfer of indirect cost of auxiliary enterprise for the 2026-28 biennium.
- ❑ Wellness, Health and Physical Education Center. – \$2 million – Planning
- ❑ The full planning and funding dollars for the construction of our Wellness, Health and Physical Education Center. The planned building usage consists of departments in the School of Education that offers Bachelor of Science degrees in Health, Physical Education and Exercise Science. The Norfolk State University Navy ROTC program. The University Wellness Center that provides support for the well-being of the total student which includes the Spartan Health Center and the Counseling Center.
- ❑ New Dining Facility/Replacement Scott Dozier– \$2 million – Planning
- ❑ The full planning and funding dollars for the construction of our New Dining Facility/Replace Scott Dozier. The new facility will replace the Scott Dozier Dining Hall, which was originally constructed in 1982 and has outdated dining and limited space. Scott Dozier Dining Hall is the main dining hall on campus, but the building has constrained dining service, and its structure prohibits adequate expansion and renovations to meet student expectations.

### **Human Resources Update**

- Dr. Tanya White, Vice President/Chief of Staff, provided a human resources update. She presented a PowerPoint of the human Resources Senior Team: Ms. Stacie Gaines, JR Operations Systems Manager, Ms. Lisa Little, Employee Relations and Engagement Manager, Ms. Danielle Harston Assistant Vice President for Human Resources/Chief Human Resources Officer, Ms. Kathleen Bowling, Employee Experience and Orientation Manager, and Ms. Krista Gaye Simmons, HR Compliance, Policy, and Assessment Specialist. In addition, she reported on HR Training for 2026 that will provide recruitment and onboarding, off boarding and separation, I-9 verification process, and evaluations as part of the Workday program. Lastly, she reported that NSU full-time workforce is at 967 campus-wide as well as on-going HR projects and strategic initiatives that are in the works (benefits fair, employee recognition ceremony, wellness initiatives).

### **Operations & Institutional Effectiveness and Planning**

- Information Technology Dr. Justin Moses, Vice President for Operations & Chief Strategist for Institutional Effectiveness, provided information technology and institutional research, and project management updates on the follow:
- Enterprise Application
  - Softdocs Utilization
  - Workday Implementation

### **Information Security**

- Continued Implementation of a Governance, Risk, and Compliance Platform.
- Acceptable Use Policy Update and Implementation
- APA Audit underway for Information Security

**Technical Services**

- Network Upgrades Project
- Wireless Expansion

**Academic Technology.**

- Assessment of all classrooms and learning spaces to ensure flexibility and adaptability
- Continuation of Campus Wide Classroom Technology Modernization

**Workday update:**

- Workday Implementation and Project Management is ongoing

**University Advancement Update**

Mr. Clifford Porter, Vice President for University Advancement, presented a thorough update of University Advancement’s Strategic Planning Analysis progress on the SWOT Analysis (Strengths, weaknesses, opportunities, and threats). He presented the Six Year Performance from 2020-2026 with six-year totals. Mr. Porter presented updates on Now Is Our Time Campaign Progress where \$147,540,788 was raised. Mr. Porter stated that the campaign ended on December 31, 2025, with enormous success!

**5. Closed Meeting Certification at 10:02 am**

**A motion was made by Mr. Blake, and second by Mr. Jordan with a 4-0 Roll Call vote for the Closed Meeting Certification - Pursuant to §2.2-3711A.1, 4, 7 and 8, Code of Virginia**

**DRAFT**

Norfolk State University  
Board of Visitors Strategic Finance Committee Meeting  
Closed Session Motion  
Thursday, March 5, 2026

**Motion** – (by Board member)

Mr. Blake read, I move that we adjourn and reconvene in Closed Meeting pursuant to:

**Section 2.2-3711(A) 1, 7, and 8 of the Code of Virginia**, for the following purposes, pursuant to the noted subsections:

**(1):** To discuss personnel matters, including more specifically, discussion of assignment, appointment, promotion, salaries, and performance evaluations of specific individuals and certain university employees; and

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

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

**(7) and (8):** Consultation with legal counsel regarding specific matters requiring the provision of legal advice, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the university; along with any necessary consultation with legal counsel regarding matters noted in this motion; and

that any non-committee member of the Norfolk State University Board of Visitors be permitted to attend virtually, in person or by phone to listen in Closed Meeting; but not participate or vote; and **further that the following remain for or attend virtually, when called, the Closed Meeting:**

**State all that apply:**

- President
- University Counsel
- Vice President for Finance and Administration
- Vice President for Operations & Chief Strategist for Institutional Effectiveness
- Vice President and Chief of Staff
- Chief Audit Executive, Internal Audit
- \_\_\_\_\_
- \_\_\_\_\_

**Chair:** There has been a motion to go into closed session for the reasons stated, is there a second? All those in favor? Opposed? Motion carried.

(Immediately following closed session, after going back into open session)

**Reconvene in open session.**

**Chair:** Having reconvened in open session, we will now take a roll call vote on certification that (1) only public business matters lawfully exempted from open meeting requirements, and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board. Any member of the Board who believes that there was a departure from the requirements as stated above, shall so state prior to the vote, indicating the substance of the departure that in his, or her judgment, has taken place.

Please call the Roll.

**Reconvene in open session.**

**Chair:** Having reconvened in open session, we will now take a roll call vote on certification that (1) only public business matters lawfully exempted from open meeting requirements, and (2) only

such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board. Any member of the Board who believes that there was a departure from the requirements as stated above, shall so state prior to the vote, indicating the substance of the departure that in his, or her judgment, has taken place.

Please call the Roll.

**6. Open Session Certification 10:42 am**

**A motion was made by Mr. Blake, and second by Mr. Jordan with a 4-0 Roll Call vote for the open Meeting Session Certification - Pursuant to §2.2-3711A.1, 4, 7 and 8, Code of Virginia**

**7. Adjournment**

There being no further business, the Committee Meeting adjourned at approximately 10:45 am.

Respectfully submitted,

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Jay Jamison, Chair  
Strategic Finance Committee

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Gerald Ellsworth Hunter, PhD, Committee Lead  
Vice President for Finance and Administration

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Martha M. Wilson, Executive Assistant for  
Finance and Administration

**NSU BOV STRATEGIC FINANCE COMMITTEE**

**ROLL CALL VOTE**

**MARCH 5, 2026**

<b>Item</b>	<b>Mr. Jay Jamison (Chair)</b>	<b>Mr. Dwayne Blake</b>	<b>Mr. Darrell "DJ" Jordan</b>	<b>Mr. Conrad Hall</b>	<b>Totals</b>
<b>Quorum</b>	✓	✓	✓	V	3.0
<b>Recommend Approval of Electronic Participation</b>	✓	✓	✓	V	3.0
<b>Approval of the Minutes</b>	✓	✓	✓	V	4.0
<b>Closed Session</b>	✓	✓	✓	V	4.0
<b>Open Session</b>	✓	✓	-	V	3.0

(V) Virtual