

BOARD OF VISITORS
STRATEGIC FINANCE COMMITTEE MEETING
TUESDAY, NOVEMBER 16, 2023

MINUTES

1. Call to Order/Establish Quorum

Mr. Jamison, Chair, called the Strategic Finance Committee meeting to order at approximately 1:07 pm.

Participants – Committee Members

Mr. Jay Jamison, Chair
Ms. Heidi W. Abbott
Bishop Kim W. Brown
Dr. Katrina Chase
Mr. Conrad Hall (absent)
Dr. Harold L. Watkins, II

Participant - Counsel

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

Participants – NSU Administrators and Staff

Dr. Javaune Adams-Gaston, President
Mrs. Karla Amaya Gordon, Assistant Vice President, Finance and Administration/University,
Controller
Mr. Eric Claville, Executive Advisor to the President (Interim), Governmental Relations
Ms. Sher're Dozier, Clerk to the President for the Board of Visitors
Dr. Gerald Ellsworth Hunter, Vice President for Finance and Administration & Chief Financial Officer
Mr. Dennis Jones, Executive Budget Director, Budget and Planning
Mr. Anton Kashiri, Associate Vice President, Facilities Management
Dr. Justin L. Moses, Vice President for Operations and Chief Strategist for Institutional
Effectiveness
Mr. Clifford Porter, Vice President, University Advancement
Mr. James L. Stevens, Information Security Officer
Ms. Melody Webb, Athletic Director
Mrs. Martha M. Wilson, Executive Assistant, Finance and Administration

Student Government Association Participants

None present

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Observers – NSU Administrators and Staff

Dr. Andrew T. Carrington, Assistant Vice President for Finance and Administration

Mr. Brian Covington, Chief of Police, Police Department

Dr. DoVeanna Fulton, Provost, Office of the Provost

Cornelius Graves, Director, E2F Research and Innovation Foundation

Dr. Davida Harrell-Williams, Director, Auxiliary Enterprises and Services

Mr. Rashool Shabazz, Project Engineer, Office of Information Technology

Mrs. Ruby Spicer, Director, Procurement Services

Ms. Irma Thomas, Sr. Technical and Finance Analyst to the Vice-President of Finance and Administration

Dr. Tanya White, Chief of Staff, President's Office

Terry Woodhouse, Interim Associate Vice President, Facilities Management

2. **Recommend Approval of Electronic Participations**

None present

3. **Recommended Approval of the Committee Minutes**

A motion was made by Bishop Brown and second by Dr. Harold Watkins with a 5-0 Roll Call vote to approve the September 12, 2023 meeting minutes – Pursuant to §2.2-3711A.1, 4, 7 and 8, Code of Virginia

4. **Discussion Items**

• **Quarterly Financial Report**

Dr. Gerald Ellsworth Hunter, vice president for finance and administration, and Ms. Karla Amaya Gordon, assistant vice president and university controller, presented the Quarterly Financial Report as of September 30, 2023.

- Actual revenue totaled \$205,400,000 and Actual expenses totaled \$83,326,000 for a positive Fund balance of \$122.074 Million through September 30, 2023.
- The FY 2024 year-end Fund Balance is projected to be approximately \$34,145,000.

• **ARMICS Update**

Dr. Hunter and Ms. Amaya Gordon presented the ARMICS Update. The ARMICS annual assessment was conducted to provide reasonable assurance of the integrity of fiscal processes related to the submission of transactions to the Commonwealth's general ledger, submission of financial statement directive materials, compliance with laws and regulations, and stewardship over the Commonwealth's assets. NSU certified on October 31, 2023, to the Department of Accounts (DOA) that it can provide reasonable assurance as to the internal control over the recording of financial reporting requirements, compliance with laws and stewardship with respect to operational effectiveness over assets. No significant weaknesses were identified that required reporting to DOA.

• **Clery Report Update**

Dr. Hunter presented the Clery Report Update and the Annual Security Report (ASR), which serves as evidence of NSU's current existing policies and procedures. Key items covered in the ASR were as follows:

- Criminal Offences
- Hate Crimes
- VAWA (Violence Against Women Act) Offenses

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- Arrests & Referrals for Weapons, Liquor, and Drug Law Violations
- **Facilities Management Update**

Dr. Hunter and Mr. Anton Kashiri, associate vice president, presented the Facilities Management Update

 - **Capital Projects** included a synopsis of the following **new** structures:
 1. Construct Living Learning Center and Dining Facility, \$129,332,812
 2. Construct Wellness, Health and Physical Education Center, \$146,813,967
 3. Construct Lab School Academy, \$37,393,060
 4. Construct New Dining Facility/Replace Scott Dozier, \$76,387,058
 5. Construct Residential Housing Phase II, \$78,597,510
 6. Improve Campus Infrastructure, \$14,064,327
 - **Maintenance Reserve Project Updates**
 1. McDemmond – COVID Lab.
 2. McDemmond – Quantum Physics Lab
 3. Echols Hall – HVAC Upgrades
 4. Gill Gym Renovations
 5. Babbette Towers – Roof Replacement
 6. Robinson Tech – Roof Replacement
 7. Wilson Hall – Exterior Repairs
 8. Shepherd’s Village (Park Place)
 9. Campuswide – Fence and gate Upgrades
 10. Phyllis Wheatley
- **BOV Policy #22 - Violence Prevention Committee (VPC) and Threat Assessment Team (TAT) Policy**

Dr. Hunter presented the revised BOV Policy #22 Violence Prevention Committee (VPC) and Threat Assessment Team (TAT) Policy to the BOV Strategic Finance Committee.

A motion was made by Bishop Brown and second by Dr. Chase with a 5-0 Roll Call to recommend approval of the revised policy to the entire Board of Visitors at its December 8, 2023, meeting Pursuant to §2.2-3711A.1, 4, 7 and 8, Code of Virginia

- **Legislative Update**

Mr. Eric Claville, executive advisor to the president for governmental relations, discussed the following Legislative Updates:

 - **Election Results: 2023 General Assembly**
 - Review of 2023 Election Results for the Commonwealth of Virginia General Assembly.
 - **2024 Budget: Governor Youngkin Budget Update**
 - December 20, 2023: The Governor’s administration is currently developing the next biennial budget for fiscal years 2024-2026. Governor Youngkin will reveal his funding priorities in mid-December and the legislature will once again review the bill to provide their own amendments to his proposed budget.
 - **2024 General Assembly and Appropriations Committee Meetings:**

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- Tuesday, November 14, 2023: Virginia House of Delegates, Appropriations Meeting
- November 16th & 17th: Senate Finance and Appropriations Committee Retreat in Tysons Corner
- Thursday, December 7, 2023: Pre-General Assembly Meeting of the Hampton Roads Caucus
- **Division of Operations Update**

Dr. Justin Moses, vice president for operations & institutional effectiveness, provided the Division of Operations Updates:

 - **Human Resources Update**
 - **HRIS Identification and Selection**
 - ✓ System would encapsulate the following:
 - ❖ Recruitment
 - ❖ Hiring
 - ❖ Pay Actions
 - ❖ Performance Management
 - ❖ Separation
 - ❖ Training
 - **System would replace the current TDX – HR1 Ticketing System**
 - **Information Technology and Security Update**
 - **Information Technology**
 - ✓ Client Services Model
 - ✓ HRIS selection
 - **Information Security**
 - ✓ BOV UISP #10 (2023) Security Assessment and Authorization Policy
 - ✓ BOV UISP #11 (2023) System and Information Integrity Policy

Dr. Moses and Mr. James L. Stevens, Information Security Officer (ISO), presented the new BOV UISP #10 (2023) Security Assessment and Authorization Policy and the new BOV UISP #11 (2023) System and Information Integrity Policy to the BOV Strategic Finance Committee.

A motion was made by Bishop Brown and second by Dr. Watkins, II with a 5-0 Roll Call to recommend approval of the new policies to the Board of Visitors at its December 8, 2023, meeting Pursuant to §2.2-3711A.1, 4, 7 and 8, Code of Virginia

- **System Acquisition and Implementation**
- **MAXIENT Case Management System (Enterprise System)**
 - ✓ Title IX & EEO Case Management
 - ✓ Threat Assessment
 - ✓ Employee Relations
 - ✓ Dean of Students/Student Support
 - ✓ Student Conduct
- **Institutional Effectiveness and Planning Update**
 - **Assistant/Associate Vice President for Institutional Effectiveness and Planning Search**
 - ✓ Search committee has identified seven semifinalists
 - ✓ Finalists to be invited to campus in early December
 - ✓ Scope of role includes the following:

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- ❖ Institutional Research
- ❖ Data Governance
- ❖ Data Centralization and Visualization
- ❖ Business Intelligence
- ❖ Operational Efficiency

- **University Advancement Update**

Mr. Clifford Porter, vice president for university advancement, presented a detailed analysis of the following University Advancement activities:

- Five-year Fundraising Projections
- Fundraising Analysis
- Five-year Fundraising Projections
- Capital Campaign Overview
 - NSU Foundation – Now is Our Time Campaign
 - ✓ Board of Visitors Personal Appeal-100% Participation Goal
 - ✓ NSU National Alumni Association Board-100% Participation Goal
 - ✓ NSU Athletic Foundation Board-100% Participation Goal
 - Gifts by Level
 - Donations by Size

Closed Meeting - Pursuant to §2.2-3711A.1, 4, 7 and 8, Code of Virginia

No closed meeting

Open Meeting

Meeting never closed

Adjournment

There being no further business, the meeting adjourned at approximately 2:30p.m.

Respectfully submitted,

Jay Jamison, Chair
Strategic Finance Committee

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