

BOARD OF VISITORS
FULL BOARD MEETING
December 8, 2023
MINUTES

1. Call to Order/Establish Quorum

Mr. Devon Henry, Rector, called the Norfolk State University Board of Visitors meeting to order at approximately 8:39 a.m.

A quorum was established with a 13-0 Roll Call vote. A list of individuals who joined the meeting is provided below.

Participants – Board Members

Mr. Devon M. Henry, Rector
Bishop Kim W. Brown, Vice Rector
Mr. Dwayne B. Blake, Secretary
Mrs. Heidi Abbott
Dr. Katrina Chase
Mr. BK Fulton
Mr. Conrad Hall
Mr. James Jamison
Dr. Harold Watkins, II
Mr. Gilbert Bland
Mr. T. Michael Andrews
The Honorable James W. Dyke, Jr.
Mr. Delbert Parks

Virtual Attendance - Student Representative to the Board

Mr. Zay’Kori Jones, SGA

Virtual Attendance – Presenter

Mr. David Rasnic, Audit Director; Auditor of Public Accounts

Participant – Counsel

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

Participants – NSU Administrators and Staff

Dr. Javaune Adams-Gaston, President
Dr. Justin L. Moses, Vice President for Operations and Chief Strategist for Institutional Effectiveness
Dr. DoVeanna Fulton, Provost/Vice President for Academic Affairs

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. Robert K. Perkins, Faculty Representative to the Board
Mrs. Kimberly Gaymon, Scheduler/Financial Services Specialist
Dr. Aurelia T. Williams, Senior Vice Provost, Office of the Provost
Dr. Davida Williams, Director, Auxiliary Services
Mr. Anton Kashiri, Facilities, Associate Vice President
Mr. Cornelius Graves, Research Innovation Foundation
Mr. Denis Jones, Executive Budget Director
Dr. Andrew Carrington, Assistant Vice President Finance and Administration
Ms. Karla Amaya Gordon, Controller's Office
Mr. Christopher Gregory, OIT
Mr. Rasool Shabazz, OIT
Dr. Charles H. Ford, History & Interdisciplinary Studies
Ms. Bonisha Townsend-Porter, Student Affairs
Ms. Irma Thomas, Finance and Administration Analyst
Mr. Terry Woodhouse, Facilities, Interim Associate Vice President
Ms. Khrystin Armor, Associate Athletics Director, Internal Operations
Kentrell Kearney, Associate Athletics Director
Ms. Sher're Dozier, Clerk to the President for the Board of Visitors

2. Opening Remarks

Rector Henry expressed his gratitude to the Board Members present. The Rector also informed of his experience in Germany, and addressed the relationship that Norfolk State University has with the country. Rector Henry informed that they are eager to continue working with the University through Student Exchange. After his travel from Germany, he attended NSU and VCU basketball game in Richmond, Virginia, where many Spartans attended and were cheering on the team. NSU Men's Basketball Team is 23rd in the Country and Women's Basketball team is 18th in the Country. Within Rector Henry's remarks he also addressed the details of December 9, 2023, Fall Commencement.

3. President's Opening Remarks

Dr. Adams-Gaston welcomed everyone and informed them of her appreciation to the Board Members. December 9, 2023, Fall Commencement was highlighted and acknowledged as the 111th

Commencement Ceremony. That is the highlight of the academic year, which is why we have Institutions in Higher Education; to educate individuals and it allows the opportunity for students to move forward and do their best. She expressed her excitement to see families and the students at Commencement. Dr. Adams-Gaston also shared of December 7, 2023, Senior Toast experience.

Rector Henry, acknowledge Dean Glenn Carrington, J.D. retirement from the University. Rector Henry also informed of President Dr. Adams-Gaston, recently elected to represent Norfolk State University with SACSCOC on the Governing Board.

4. Consent Agenda - Recommend Approval of October 5, 2023, and October 6, 2023, Board Meeting Minutes

The Committee voted and unanimously approved with a 13-0 Roll Call Vote, the minutes for the October 5, 2023, and October 6, 2023, Committee Meeting, motioned by Bishop Brown and seconded by Mr. Fulton.

Consent Agenda- Recommend Approval of October 5, 2023, Ad-Hoc Meeting Minutes

The Committee voted and unanimously approved with a 13-0 Roll Call Vote, the minutes for the October 5, 2023, Ad-Hoc Meeting motioned by Bishop Brown and seconded by Mr. Fulton.

5. Auditor of Public Accounts- Mr. David Rasnic, CPA, CISA

Mr. David Rasnic, Audit Director, Higher Education Programs; presented the 2023 Audit Entrance Meeting. Mr. Rasnic informed of the Audit Period for the Fiscal Year of 2023 is July 1, 2022-June 30, 2023. The field work will begin January 2024-May 2024. With a presentation in the May or June Board meeting of results and any findings. The objective of the audit is University-specific; financial statements; with a goal to provide an opinion over the financial statements. Audit Objectives were reviewed, along with Risks. The Board responsibilities was also reviewed, through BOV Communication.

6. Student Representative to the Board- Mr. Zay’Kori Jones, SGA President

Mr. Zay’Kori Jones, SGA, provided a brief overview and update of goals: Current:

- Transparency
Committed to investing transparency in all actions and decisions, along with open communication.
- Bridging the Gap
Fostering a strong connection between the Students and Faculty/Staff.
- Increase Student Engagement

Making sure that the classes are creating events for the student body can feel engagement on campus.

Future:

- More Town Hall meetings
- Fundraisers (during SGA Week)
- More SGA open house
- Open Communication with Thompson Hospitality to inform of student suggestions.
- Partnering with Alumni SGA
- More engagement with Student Activities

Mr. Jones also informed of the creation of the “President Consortium” which is a new program for Campus Organization Presidents to collaborate all ideas, events, and concerns. He also highlighted the success of Homecoming Activities and meetings with NSU Departments.

7. Faculty Representative to the Board- Dr. Robert K. Perkins

Dr. Robert K. Perkins, Faculty Representative to the Board, informed that there is 100 % participation from the Departmental Elected Senators, with an increase in morale. A list of names and images was presented, highlighting the Faculty Senate Executive Committee.

Dr. Perkins also reviewed the 2023 Academic Year focus which includes:

- Creating and Instituting a Faculty Senate Strategic Plan
- Rebuilding a long-lasting Faculty Senate Infrastructure
- Strengthening relationships and Collaborating across the University
- Demonstrating Transparency and Accountability

Critical outstanding issues that are being worked on right now with administration are:

- Technology issues: Which they are working with Dr. Moses and the President to come up with strategies to rid the issues.
- Dean appointments: Working with the Provost referencing questions and qualification for hire and alignment with handbook and State Mandated Policy.
- Excessive Mandated Evaluations: Regarding a form referencing legal document that has raised concern.
- Faculty workload report: Extensive report from consultants that did a 2-year evaluation on workload. Plan to have a committee with different schools to inquire on how things will work for NSU.

A review of collaborating progress was provided. Progression is reflected in security, travel reimbursements, HR-1 process, extended learning, faculty morale, and office space for the Faculty Senate (working with Facility Management to identify a space). Emergency training will view bomb threats, fire drills, and active shooter. Dr. Perkins also highlighted many accomplishments, and Spring 2024 upcoming projects.

Collaborating wins were also discussed, along with a visual of participants for the NAACP Freedom Fund Banquet 2022.

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

Ms. Derika Burgess, Chief Audit Executive, provided an update on Corrective Actions. She also reviewed the challenges and opportunities of Student payments with a timeline of 6 weeks. Ms. Burgess informed the committee of the assistance received from Impact Makers during the summer, which went very well.

Dr. Fulton also provided information on the Vice Provost Research and Innovation position. They are currently working with an Executive Search Firm to complete the search. The committee has met the consultants, and are narrowing down in the selection process, in early January, with a start date goal of July 1st.

9. BOV/NSUF Liaison Committee Update- Dr. Harold T. Watkins, Chair

Dr. Watkins reviewed the NSUF Compliance Letter, and informed that the Committee meets annually. Dr. Watkins also informed of the opportunity to bring all the foundations collaborative together. Dr. Watkins addressed questions in relation to the Foundation Audit. The Norfolk State University Foundation Audit has also been completed by PB Mares.

10. Academic and Student Affairs Update- Mr. Delbert Parks, Chair

Dr. DoVeanna Fulton, Provost/Vice President for Academic Affairs, provided an update on the proposal for two Academic Affairs New Degrees Programs, which are:

- Bachelor of Science in Middle Education
- Master Arts in Counseling Education

Upon graduation from the Middle Education Degree program students will be prepared to obtain a teaching license in both Mathematics and Science or one other discipline if desired. The BS in Middle School Education will require field experience also, with a goal of enrollment in Fall 2024.

The Master Arts in Counseling Education leads to a Professional School Counseling License. The program offers three concentration areas, with a goal of enrollment in Fall 2024.

The School of Education is also working on a program that will encourage black males to pursue a degree in the field of teaching. Mr. Bland inquired about possible incentives. Dr. Fulton provided steps for the request to the committee.

Moved by Mr. Blake, seconded by The Honorable Mr. Dyke, to accept recommendation for two Academic Affairs New Degree Programs: Bachelor of Science in Middle Education and Master Arts in Counseling Education. With a 13-0 Roll Call vote, the Board unanimously agreed.

Dr. Justin L. Moses, Vice President for Operations and Chief Strategist for Institutional Effectiveness, provided an update for enrollment. Currently we have a 36-37% increase in applications. With a goal of increasing enrollment through recruitment effort, by contacting students as early as Freshman year in high school. The Scholarship Universe Platform is also in use. Currently there are more female's enrollment than males.

Dr. Leonard E. Brown, Vice President, Student Affairs, informed that there working with O.A.S.I.S Office to look at how we accommodate single housing. Dr. Brown also informed of the National Search for Dean of Students and Director of Health. Dean Michelle Marble was also highlighted for her retirement. The Spartan Campus Employment Program was highlighted with 60 positions currently available; the demand is high with 462 applications. The program provides the opportunity for students to obtain skills by working on campus. Dr. Brown also informed of Divisional Highlights.

11. Strategic Finance Committee Update - Mr. James Jamison, Chair

Mr. Jamison expressed his gratitude to the Committee and reviewed the Quarterly Financial Report. An update on the Agency Risk Management and Internal Control Standards was also provided. Mr. Jamison and Dr. Gerald Ellsworth Hunter, Vice President and Chief Financial Officer, Finance and Administration; reviewed the Clery Report Update. Four key Items were covered, which includes criminal offenses, hate crimes, violence against women act offenses, and arrests & referrals for weapons, liquor, and drug law violations. Chief Covington informed that there is an increase in security on campus. Dr. Hunter also provided an update on Facilities Management. A list was provided of projects and the projected project cost for each.

Mr. Terry Woodhouse, Facilities; reviewed the progression of the projects. Dr. Hunter also informed of the goal, which is to get as many students as possible to live back on campus.

Dr. Moses provided an update on Human Resources, by reviewing the HRIS Identification System. The system will assist in hiring, pay, recruiting, performance, employee separation and training.

Mr. Eric W. Claville, J.D., M.L.I.S., Executive Advisor to the President, Governmental Relations; reviewed the Election Results for 2023 General Assembly. Mr. Claville also provided the date for the proposed 2024 budget. A review of the previous dates for the 2024 General Assembly and Appropriations Committee Meeting was provided.

Mr. Clifford Porter, Vice President, University Advancement, reviewed the fundraising analysis. Mr. Porter provided and updated on "Now Is Our Time" campaign, with a goal of receiving monthly funding in a small amount; and has requested participation.

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

Mrs. Abbott provided an update of her and the Board Members' attendance of the State Council of High Education of Virginia Orientation which included Mr. Michael Andrews and Mr. Gilbert Bland. The event was held in Richmond, for two dates of November 14-15, 2023. Ms. Abbott also addressed the Board of Visitors open officer positions, which will be discussed in the March 2024 meeting. The planning process is taking place within the Committee.

13. State of the University- President Javaune Adams-Gaston, Ph.D.

Dr. Adams-Gaston informed that this is the last Board of Visitors Meeting for the year 2023. Dr. Adams-Gaston also acknowledged the success that has been made through The University Academic Executive Team and the Board of Visitors. Dr. Aurelia T. Williams, Senior Vice Provost, was acknowledged for her duty as Interim Vice President of Research and Innovation, and all the support received from Provost Dr. Fulton.

Dr. Adams-Gaston addressed the importance of research, which is vital to the success of the institution. The more research is conducted the more new data is received and will result in students receiving a richness for learning. Students that are Graduate and Undergraduate benefit from studying in an environment that is rich with research and discovery. Faculty brings to the classroom, engage with students as part of their research team and conducting independent research with faculty supervision. Dr. Adams-Gaston also informed of her experience of attendance of SACSCOC.

The President discussed the following items. Faculty Research, New Discovery, and Publication were also discussed. Norfolk State University currently has 87 grants active to the University. A few projects which the Faculty Scholars are engaged in were also highlighted. The College of Science Engineering Technology was highlighted. Dr. Adams-Gaston also addressed the use of differential equation, which is a valuable tool used by the Faculty in the Engineering and Biology Department, who have teamed to develop a technique for early diagnoses for Breast Cancer and aggressive cancer cells. NSU is establishing a Smart Campus and Community, which will unite with local community members with internet technology which is an empowered capability.

The critical gap for getting young people support they need for mental health was also discussed, with a focus of using data and Artificial Intelligence to expand access to mental health for underserved populations in Hampton Roads. Dr. Adams-Gaston also highlighted Norfolk State University Fashion design students. They will have the opportunity to partner with Swarovski Crystals for their Spring Fashion Shows. Representative from Swarovski will be on campus January 2024 to work with students. Dr. Cynthia Nicholson was also acknowledged for her work "Culture Revisited: Dealing with Racial Battle Fatigue One Strand At A Time" in the Winter Edition of Black Child Journal. Faculty are engaging with students and helping them to do research and projects together and helping to get them to Regional Conferences.

Dr. Adams- Gaston also expressed her sadness of seeing Dean Carrington leaving his role with the University. Dean Carrington taught students of professional dress on Fridays and encouraged them as they prepare for their future.

The College of Liberal Arts was highlighted for their use of drom photography, which collects drom images to create 3D design. In the area of Music, Cultural and Artificial Intelligence we have the development of three courses by Professor Gerlad Thompson. These courses are Rhythm Beat and Cultural, Exploring the RnB and African American Influences Music in AI, Music in social media. The Department of Physic NSU had their first launch in space in August 2023. The suborbital was launched into space for 30 minutes. The Department of Computer Science, focus has been on the use of Artificial Intelligence in Cyber Security and the use of Machine Models to address Cyber Security Challenges. In our department of Engineering, digital twin technology is being used.

Dr. Adams-Gaston also informed of the 4-week Academic Residential Summer Bridge Program, which provides the opportunity for incoming freshmen to stay on campus. The experience will provide career readiness, student success, and student readiness.

14. Action Items

Recommend Approval of Board Policies

- BOV # 22 Violence Prevention and Threat Assessment Team Policy

Motioned by Mrs. Abbott and seconded by Mr. Hall, the Board unanimously approved with an 11-0 Roll Call Vote.

University Information Security Policies (UISP) • BOV #10 UISP Security Assessment Authorization Policy (2023)

Motioned by Mr. Andrews and seconded by The Honorable Mr. Dyke, Jr. the Board unanimously approved with an 11-0 Roll Call Vote.

- BOV #11 UISP System and Information Integrity Policy (2023)

Motioned by Mr. Fulton and seconded by Dr. Chase, the Board unanimously approved with an 11-0 Roll Call Vote.

Recommend Approval of Annual Executive Summary of Board's Activity and work

Motioned by Mr. Hall and seconded by Dr. Chase, the Board unanimously approved with an 10-0 Roll Call Vote.

15. Old Business

Recognition of Former Baseball Coach Mr. Marty Miller, inducted into the College Baseball Hall of Fame.

16. **New Business** There was none.

17. **Motion-Closed Meeting-** Pursuant to §2.2-3711A. 1, 4, 7, and 8, *Code of VA* **Closed Session:**

Secretary, Mr. Blake read the following motion, seconded by Dr. Chase, and with a 11-0 Roll Call Vote the Board unanimously approved.

Mr. Rector, I move that we adjourn and reconvene in Closed Meeting pursuant to: Section 2.23711(A) 1, 3, 4, 7, 8 and 9 of the Code of Virginia, for the following purposes, pursuant to the noted subsections:

(1) and (4): To discuss personnel matters, including more specifically, discussion of compensation of a high-level University employee as well as the appointment, performance, promotion, and goals for the high level employee; and Discussion of assignment, appointment, promotion, performance evaluation, salaries, as well as the granting of tenure and/or promotion to certain university employees; and (7) and (8): Consultation with legal counsel regarding specific matters requiring the provision of legal advice pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the university, including more specifically for legal counsel to give a status update on pending and potential litigation of which the Board should be made aware; along with any necessary consultation with legal counsel regarding matters noted in this motion; And that any member of the NSU Board of Visitors be permitted to attend virtually or by phone to participate in the Closed Meeting.

18. Reconvene in Open Meeting- Rector Devon Henry

Rector Henry read: Having reconvened in Open Meeting, 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.

Mr. Blake motioned to confer an honorary doctorate degree as discussed. Seconded by Mr. Andrews and with a 10-0 Roll Call Vote the Board unanimously approved.

19. **Public Comment** There was none.

20. Information Items

There was none.

**21. The meeting was
adjourned at
approximately 2:48 p.m.**

Respectfully submitted,

Mr. Dwayne Blake, Secretary Board
of Visitor

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

2023 Board Resolution
Norfolk State University Board of Visitors
Resolution to Award Honorary Doctorate of Humane Letters Degree
The Honorable Lamont Bagby

WHEREAS, Norfolk State University seeks to honor exceptional individuals who have given a substantial part of their lives to serving others and who have distinguished themselves throughout their professional careers; and

WHEREAS, the Honorable Lamont Bagby was educated in the Henrico School System and then became a Henrico County School Board member serving from 2008 – 2015, serving as chair in 2011; and

WHEREAS, the Honorable Lamont Bagby was well educated in the Virginia higher education school system and graduated from Norfolk State University with a Bachelor of Science Degree in Business Education; and furthered his education at Virginia Commonwealth University to complete a Master's Degree in Instructional Leadership; and

WHEREAS, the Honorable Lamont Bagby has sustained a dedicated career to public service that began when he was elected as a member of the Virginia House District 74 from 2015 to 2023 where he served the Commonwealth of Virginia as membership on the following committees, the House Committee on Joint Rules, House Committee on Studies, House Committee on Commerce and Energy, House Committee on Transportation, House Committee on Subcommittee #2, and House Committee on Subcommittee #1 Department of Motor Vehicles; and

WHEREAS, in 2023, the Honorable Lamont Bagby was the Democratic nominee in a special election to Virginia's 9th Senate district, which was vacated by a former member who was elected to Congress; and

WHEREAS, the Honorable Lamont Bagby won election on March 28, 2023, was sworn in on April 11, 2023, and became Senator for the 9th district; and

WHEREAS, the Honorable Lamont Bagby won re-election on November 7, 2023, in the newly redrawn 14th Senate district; and

WHEREAS, currently, the Honorable Lamont Bagby is the chairperson of the Virginia Legislative Black Caucus, an organization dedicated to improving the economic, educational, political, and social conditions of African Americans and other underrepresented groups in the Commonwealth of Virginia; and

WHEREAS, the Honorable Lamont Bagby is focused on excellence in higher education and was voted as the public representative for the Virginia House of Delegates of Virginia, into membership on the Board of Trustees for the Southern Association of Colleges and Schools Commission on Colleges which is the accrediting body for Norfolk State University and higher education institutions in Virginia; and

THEREFORE, BE IT RESOLVED that after due consideration, careful review, the University President, and the Board of Visitors hereby approves this resolution to award the Norfolk State University Honorary Doctorate of Humane Letters Degree to Senator Lamont Bagby which is to be presented on the 9th day of December, 2023 during the university's Commencement Exercises.

NORFOLK STATE UNIVERSITY BOARD OF VISITORS ROLL CALL VOTE DECEMBER 8, 2023

Item	Rector Henry	Mrs. Abbott	Mr. Blake	Mr. Bland	Mr. Andrews	Bishop Brown	Dr. Chase	Mr. Dyke	Mr. Fulton	Mr. Hall	Mr. Jamison	Mr. Parks	Dr. Watkins	Totals
Quorum established for start of full Board Meeting	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	13-0
Approval of October 5, 2023, Minutes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	13-0
Approval of October 6, 2023, Minutes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	13-0
Approval of October 5, 2023, AdHoc Committee Minutes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	13-0
Approval of Board Policies (BOV #22 Violence Prevention and Threat Assessment Team Policy)	Yes	Yes	Yes	Excused	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Excused	11-0
Approval of University Information Security Policies BOV #10 UISP Security Assessment Authorization Policy (2023)	Yes	Yes	Yes	Excused	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Excused	11-0
Approval of University Information Security Policies BOV #11 UISP System and Information Integrity Policy (2023)	Yes	Yes	Yes	Excused	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Excused	11-0
Approval of Annual Executive Summary of Board's Activity and Work	Yes	Yes	Yes	Excused	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Excuse	Excused	10-0

Motion to go into Closed Meeting- Pursuant to §2.2-3711A. 1, 4, 7, and 8, Code of VA	Yes	Yes	Yes	Excused	Yes	Excused	11-0							
Motion for Open Meeting	Yes	Yes	Yes	Excused	Yes	Excused	11-0							

Item	Rector Henry	Mrs. Abbott	Mr. Blake	Mr. Bland	Mr. Andrews	Bishop Brown	Dr. Chase	Mr. Dyke	Mr. Fulton	Mr. Hall	Mr. Jamison	Mr. Parks	Dr. Watkins	Totals
Approval of Candidates for Promotion and Tenure compensation of a high-level University employee as well as the appointment, performance, promotion, and goals for the high-level employee; and Discussion of assignment, appointment, promotion, performance evaluation, salaries, as well as the granting of tenure and/or promotion to certain university employees (Honorary Doctorate Degree)	Yes	Yes	Yes	Excused	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Excuse	Excused	10-0

Recommendation to accept two new degree programs: -Bachelor of Science in Middle Education -Master Arts in Counseling Education	Yes	13-0												
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