

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
BOARD MEETING MINUTES
FRIDAY, SEPTEMBER 21, 2018**

*The Full Board Meeting was held on the 2nd floor of the Gateway Dining Event Center
Salon A, on the campus of Virginia State University*

CALL TO ORDER

Mr. Huron Winstead, Rector, called the meeting of the Virginia State University (VSU) Board of Visitors (Board) to order in Salon A of the Gateway Dining and Event Center at 9:15 a.m.

ROLL CALL

A quorum was present.

Board Members Present:

Mr. Huron F. Winstead, Rector
Mr. Charlie W. Hill, Vice Rector
Ms. Thursa Crittenden, Secretary
Dr. Valerie Brown
Ms. Pamela A. Currey
Dr. Daryl C. Dance
Mr. Michael Flemming (*absent*)
Ms. Jennifer Hunter
Mr. Paul Koonce (*absent*)
Mr. Xavier Richardson
Mr. Glenn Sessoms (*absent*)
Mr. James J.L. Stegmaier (*absent*)
Mr. Wayne Turnage
Mr. Gregory Whirley
Dr. Zoe Spencer, Faculty Representative to the Board
Ms. Gabrielle Wilks, Student Representative to the Board

Administration Present:

Dr. Makola Abdullah, President
Dr. Donald Palm, Provost/Vice President of Academic Affairs
Dr. Letizia Gambrell-Boone, Vice President of Student Success and Engagement
Mr. Hubert Harris, Vice President of Administration
Ms. Reshunda Mahone, Vice President of Institutional Advancement
Dr. G. Dale Wesson, Vice President of Research and Economic Development
Mr. Rodney Hall, Assistant Vice President, Enrollment Management
Ms. Pamela Turner, Director of Communications
Mr. Osubi Craig, Special Assistant to the President for Special Projects and Initiatives
Dr. Annie C. Redd, Special Assistant to the President/Board Liaison
Ms. Sheila Alves, Chief Audit Executive, Internal Audit

Legal Counsel Present:

Ms. Ramona Taylor, University Legal Counsel
Ms. Bonnie N. Holmes, Legal Assistant, University Legal Counsel

Other Attendees:

Rev. Delano Douglas, Director, Campus Ministries
Paula McCapes, President, Staff Senate
Travis Edmonds, Information Technology
Danette Johnson, President's Office
Yourdonus James, Office of Conference Services
April Edwards, Institutional Advancement
Durba Chatterjee, Institutional Advancement
Joyce E. Henderson, VSU Real Estate Foundation
Malika Blume, Internal Audit
Kimberly Brown
Dr. Kimetta R. Hairston, ACE Fellow
Kionne Johnson, Institutional Advancement
Stephen Wilson, Institutional Advancement
Charmica Epps, Institutional Advancement
Bridgett Roberts, Mass Comm – Faculty Senate
Dr. Maxine Sample, Int'l Ed – Faculty Senate
Dr. Jame'l Hodges, Student Success & Engagement
Dr. Sabin Duncan, ACE/Student Success & Engagement
Daryl Lynn Dance
Durba Chatterjee, Institutional Advancement
Kiersten Jefferson, Institutional Advancement
Ronnie Neal, Institutional Advancement
Destiny Hodges, School of Business
Auerelia Donald, Faculty Senate (CIS)
Nishaun Battle, Social & Criminal Justice
Chaya Jain, Poli/PADM
Gwen Andrews, Sociology

OPENING REMARKS

Rector Winstead invited Reverend Delano Douglas, Director of Campus Ministries, to lead the invocation.

RECTOR'S REMARKS

Rector Winstead welcomed Valerie Brown, new board member, and acknowledged Charlie Hill, Thursa Crittenden, and Xavier Richardson who were reappointed for second terms. The Rector also welcomed Zoe Spencer and Gabrielle Wilks, the new faculty and student representatives, respectively.

PRESIDENT'S REMARKS

President Makola M. Abdullah shared a report of his research titled Access and Completion along with fall 2018 enrollment reports. President Abdullah engaged in dialogue, questions, and answers with Board members.

COMMITTEE SESSIONS

The Rector recessed the meeting of the Full Board to allow for committee meetings with the Board functioning as a committee of the whole.

Facilities, Finance and Audit Committee

(Committee Members Present: Brown, Hill, Turnage, Whirley, Winstead)

Mr. Wayne Turnage, Vice Chair, convened the Facilities, Finance and Audit Committee. Mr. Davenport presented reports on the shortfall in enrollment and its impact on the 2018-19 budget. The Division of Finance built the 2018-19 budget with an estimated shortfall of 200 students as a precautionary step in case of an enrollment drop. The university is on track to meet housing and dining targets. The total negative impact of the enrollment shortfall on total budgeted revenue is estimated to be between \$2.2-\$2.8 million. The administration is preparing to make budget cuts with the lowest impact on instruction. At an earlier meeting, committee members agreed it was not necessary for the Board to approve a revised budget with the understanding that the administration would keep the Board informed of all adjustments.

Mr. Davenport presented the revised 2018-19 operating budget along with plans and steps that would be taken to reduce the budget. In response to an earlier request from Committee members, Mr. Davenport presented a SWAM (small business, women owned, and minority) Expenditure Summary for VSU for FY 2015 through FY2018.

Mr. Hubert Harris presented an update on technology which included technology services ecosystem issues, an update on identify management, network modernization project, and the Banner ERP upgrade project.

The Board convened in closed session to receive the internal audit report from Ms. Sheila Alves, Chief Audit Executive, Internal Audit.

CLOSED SESSION

In accordance with Section 2.2-3711(A)(1) of the *Code of Virginia*, Ms. Crittenden moved that the Board convene a closed meeting at 11:33 a.m. for discussion of personnel matters specifically regarding the Internal Auditor's preliminary findings and report which may reveal personnel performance of specific individuals and some aspects of the report are protected under law. The motion provided for President Makola Abdullah; Sheila Alves, Internal Auditor; Ramona Taylor, University Legal Counsel; Dr. Annie C. Redd, Board Liaison; Melika Bloom, Audit Department Staff; to attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its consideration of this matter.

The Board reconvened in open session at 12:37 p.m. in accordance with §2.2-3712(D) of the *Code of Virginia*. Ms. Crittenden conducted the poll in which all board members certified that the Board only discussed personnel matters as identified in the motion. All board members present certified compliance with the Virginia Freedom of Information Act.

Academic and Student Affairs Committee

(Committee Members Present: Currey, Dance, Hill, Richardson, Spencer, Turnage, Whirley, Wilks, Winstead)

Ms. Pamela Currey, Chair, convened the Academic and Student Affairs Committee meeting. Dr. Donald Palm, Provost/Vice President for Academic Affairs, presented updates on the Strategic Plan and the SACSCOC Reaffirmation. The Strategic Plan steering committee has completed stages 1 through 3 (developed baseline and external/internal perspective, completed the institution and environment scan, and identified strengths going forward). The plan is now in stage 4 which is to identify institutional opportunities. The University has completed all stages of the SACSCOC Reaffirmation and is now awaiting SACSCOC to announce its decision in December 2018. Dr. Palm presented a Resolution for Approval of the Amended Six Year Plan for 2018-2024 which is required by the State Council for Higher Education of Virginia (SCHEV). Dr. Palm will present a candidate for promotion and tenure for Board approval in closed session.

Dr. Letizia Gambrell-Boone, Vice President for Student Success and Engagement, presented updates on the retention rate which also included housing capacity, *best practice* visits to Claflin University and California State University-Fullerton, and hiring to fill staff vacancies. Dr. Gambrell-Boone announced the division's strategic priorities: getting more students into ACE, enrolling students in the Education Advisory Board (EAB) early alert system, monitoring aggregate data, and educating students on the Satisfactory Academic Progress (SAP) appeal process. In addition, Dr. Gambrell-Boone shared highlights from recent student successes and engagements.

Mr. Hubert Harris, Vice President for Administration, addressed the committee on police and public safety including crime statistics, officer training opportunities, and Title IX training. Mr. Harris presented resolutions for approval for weapon sales to two police officers that retired with 10+ years of service; Corporal Horace Thompson and Corporal Paul Warner.

Institutional Advancement Committee

(Committee Members Present: Brown, Crittenden, Currey, Dance, Hunter, Richardson, Winstead)

Ms. Jennifer Hunter, Chair, convened the Institutional Advancement Committee. The Committee received government relations updates from Mr. Osubi Craig, updates from the Division of Research and Economic Development from Dr. G. Dale Wesson, communications updates from Ms. Pamela Tolson Turner, and institutional advancement updates from Ms. Reshunda Mahone. Ms. Hunter announced that the committee had one approval item on special awards for a closed session.

Personnel and Compensation Committee

(Committee Members Present: Crittenden, Hunter, Winstead)

Mr. Hubert Harris presented human resources updates regarding hiring new staff generally, and in particular, Ms. Tanya Simmons, interim Human Resources Director (May 2018); implementing the revised human resources reorganization plan (August 2018); and active recruitment for vacant roles. Mr. Harris presented a Resolution for Approval of the University's Succession Plan as required by the *Code of Virginia* (2.2-1209.c)

BOARD APPROVALS

The Board approved each of the following agenda items by voice vote.

- Confirmation of new faculty and student representatives and Board committee assignments.
- Minutes from the following meetings:
 - April 12, 2018 Executive Committee/Strategic Plan Advisory Group
 - August 9, 2018 New Board Member Orientation
 - August 10, 2018 Annual Board Retreat
- Resolution granting Visitor Emeritus status to Mr. Harry E. Black who served as the immediate past Rector.
- Revisions to the Board Bylaws which included changes to sections on telephone participation, reappointment eligibility limitation, residency, committee(s) oversight/responsibilities. The revisions also included indexing of pages, removal of old code sections, and addition of amendment dates.

COMMITTEE REPORTS

Academic and Student Affairs Committee

(Committee Members Present: Currey, Richardson, Whirley, Spencer, Wilks)

On behalf of the committee, Ms. Pamela Currey, Committee Chair, presented the Resolution for Approval of the Amended Six Year Plan for 2018-2024 which is required by the State Council for Higher Education of Virginia (SCHEV). Mr. Richardson moved for approval of the resolution. The motion was seconded and carried by voice vote. Ms. Currey indicated that another approval item (candidate for promotion and tenure) would be presented in closed session.

Ms. Currey presented the resolutions for the sale of VSU owned firearms to retired Corporal Paul Warner and retired Corporal Horace Thompson. Dr. Dance moved for approval of the resolutions. The motions were seconded and carried by voice vote. Ms. Currey presented the Academic and Student Affairs Committee minutes from its April 25, 2018 meeting. Mr. Richardson moved for approval of the minutes. The motion was seconded and carried by voice vote.

Dr. Zoe Spencer, Faculty Representative to the Board, gave remarks on behalf the Faculty Senate. Ms. Gabrielle Wilks, Student Representative to the Board, presented information and highlights on student activities since the beginning of the fall 2018. The Rector called upon Ms. Paula McCapes, President of the Staff Senate, to give remarks on behalf of the Staff Senate.

Facilities, Finance and Audit Committee

(Committee Members Present: Brown, Flemming, Winstead, Whirley)

Mr. Wayne Turnage, Vice Chair, indicated there were no action items for approval.

Personnel and Compensation Committee

(Committee Members Present: Crittenden, Winstead)

On behalf of the committee, Rector Winstead presented the Resolution for Approval of the VSU Succession Plan. Mr. Hill moved for approval of the resolution. The motion was seconded and carried by voice vote.

Institutional Advancement Committee

(Committee Members Present: Brown, Crittenden, Currey, Hunter, Richardson, Winstead)

On behalf of the committee, Ms. Jennifer Hunter, Chair, indicated one item for approval would be presented in closed session.

CLOSED SESSION

In accordance with § 2.2-3711(A)(1), (10) of the *Code of Virginia*, Ms. Crittenden moved to convene a closed session at 4:43 p.m. for discussion or consideration of honorary degrees or special awards. The motion provided that President Makola M. Abdullah, Reshunda Mahone, VP for Institutional Advancement; Dr. Annie C. Redd, Board Liaison; and Ramona L. Taylor, Legal Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its deliberations.

The Board reconvened in open session at 5:10 p.m. in accordance with §2.2-3712(D) of the *Code of Virginia*. Ms. Crittenden conducted the poll in which all board members certified that the Board only discussed public business matters that were identified in the motion. All board members present certified compliance with the Virginia Freedom of Information Act.

Ms. Hunter presented the following motions from the discussion of special awards. Ms. Currey moved for approval of the motions. The motions were seconded and carried by voice vote.

- To establish a naming rights procedure that incorporates the Board of Visitor's 2009 resolution which established a policy on naming opportunities of campus facilities.
- To create consistent policies and procedures for Virginia State University regarding honorific opportunities that inform academic programs, programs, building and other recognition and awards.
- To upate the list of current naming opportunities per Policy 4010: The Policy Governing Acceptance, Recording, and Naming of Gifts, for review in November 2018.

- To hold on the naming of the building which houses the College of Engineering and Technology and its internal spaces
- The administration will recommend to the committee a communication to the naming rights proponents by September 28, 2018.

CLOSED SESSION

In accordance with §2.2-3711(A)(1), (10) of the *Code of Virginia*, Ms. Crittenden moved to convene a closed session at 5:14 p.m. for discussion or consideration of honorary degrees or special awards, specifically considering candidate(s) for promotion and tenure. The motion provided that President Makola M. Abdullah, Dr. Donald Palm, Provost/Vice President for Academic Affairs; Dr. Annie C. Redd, Board Liaison; and Ramona L. Taylor, Legal Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its deliberations.

The Board reconvened in open session at 5:22 p.m. in accordance with §2.2-3712(D) of the *Code of Virginia*. Ms. Crittenden conducted the poll in which all board members certified that the Board only discussed public business matters that were identified in the motion. All board members present certified compliance with the Virginia Freedom of Information Act.

Ms. Currey presented the recommendation of Dr. Xianfa Xie for tenure and promotion to Associate Professor. Ms. Hunter moved for approval of the motion. The motion was seconded and carried by voice vote.

CLOSED SESSION

In accordance with §2.2-3711(A)(1), (10) of the *Code of Virginia*, Ms. Crittenden moved to convene a closed session at 5:25 p.m. for consultation with legal counsel and pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. More specifically, Legal Counsel discussed an update of the Cameron vs. VSU litigation. The motion provided that President Makola M. Abdullah, Dr. Annie C. Redd, Board Liaison; and Ramona L. Taylor, Legal Counsel, attend the closed meeting because their presence in the closed meeting is deemed necessary, and/or their presence will aid the Board in its deliberations.


The Board reconvened in open session at 5:35 p.m. in accordance with §2.2-3712(D) of the *Code of Virginia*. Ms. Crittenden conducted the poll in which all board members certified that the Board only discussed public business matters that were identified in the motion. All board members present certified compliance with the Virginia Freedom of Information Act.

BOARD RETREAT ACTION PLAN FOLLOW-UP

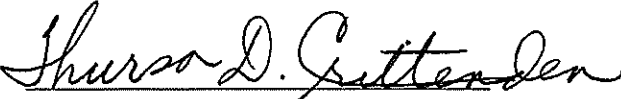
Ms. Crittenden opened the discussion with a request for each board member to express his/her view as reflection and/or assessment of the Board's performance in the September 21, 2018 meeting. Ms. Crittenden directed Board members' attention to word cloud sheets in the Board packets. The word clouds recapped the themes from discussions (VSU Values, VSU Strategic Plan, and Board Governance) held at the August 10, 2018 Retreat.

ADJOURNMENT

There being no further business, the Rector adjourned the meeting at approximately 6:00 p.m.



Huron Winstead, Rector



Thursa D. Crittenden, Secretary

11.16.18
Date

11.16.18
Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS**

APPROVAL OF VSU SUCCESSION PLAN

WHEREAS, the Code of Virginia §2.2-1209(c) directs each public institution of higher education to prepare a succession plan for presentation to the Board of Visitors; and

WHEREAS, the Code always requires each agency to participate in a succession management training program offered by the state department of human resources; and

WHEREAS, the Office of Human Resources has developed a conceptual framework for a university succession management program; and

WHEREAS, the program consists of three planning domains: workforce development, leadership and executive development, and critical position planning; and

WHEREAS, the Office of Human Resources, during FY19, will refine the program components and begin implementation of the succession management program; now

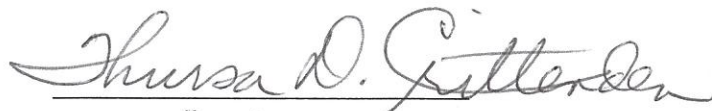
NOW, THEREFORE, BE IT RESOLVED, that the Board of Visitors directs the President to implement a university succession management program based upon the framework presented; and that the Board of Visitors of Virginia State University requests an annual update of the university succession management program and the university's progress towards implementing a program that addresses workforce development, critical position planning, and leadership and executive development.



Rector

9.21.18

Date



Secretary

9.21.18

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
APPROVING AMENDED SIX-YEAR PLAN FOR 2018-2024**

WHEREAS, § 23.1-306 of the *Code of Virginia* required that “[t]he governing board of each public institution of higher education shall (i) develop and adopt biennially and amend or affirm annually a six-year for the institution....”; and

WHEREAS, every biennium, Virginia State University must submit a Six-Year Plan for consideration by the State Council of Higher Education for Virginia (SCHEV), the General Assembly, the Governor, and the respective chairs of the House Committee on Appropriations, the House Committee on Education, the Senate Committee on Education and Health, and the Senate Committee on Finance; and

WHEREAS, each plan must address the institution’s academic, financial, and enrollment plans and be aligned with the institution’s six-year enrollment projections; and

WHEREAS, the Board of Visitors support the Strategic Initiative reflected in the 2018 Six-Year Plan.

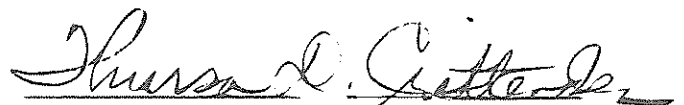
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Six-Year Plan covering the fiscal years 2018-2024.



Huron F. Winstead, Rector

9.21.18

Date



Thursa D. Crittenden, Secretary

9.21.18

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS**

APPROVAL TO SELL POLICE OFFICER FIREARM

September 21, 2018

WHEREAS, § 59.1-148.3 of the *Code of Virginia* provides the statutory authority for the sale of handguns at a price of \$1.00 to retired law enforcement officers who retire with at least 10 years of service, or at 70 years of age or older, or who are disabled as a result of an injury while on duty; and

WHEREAS, Officer (retired) Paul Warner, is a retired campus police officer, who retired from Virginia State University with over 22 years of service in law enforcement, and

WHEREAS, Officer (retired) Warner has requested to purchase the service handgun that was previously issued to him during his service as a campus police officer in the Department of Police and Public Safety at Virginia State University, under the provisions of § 59.1-148.3 of the *Code of Virginia*; and


WHEREAS, Officer (retired) Warner was previously issued a Glock 27, Semi-automatic, .40 caliber handgun with the serial number of LTV 383, and this service weapon is still owned by Virginia State University, and the service handgun is currently unassigned.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the sale of a Glock 27, Semi-automatic, .40 caliber handgun with the serial number of LTV 383 to Officer (retired) Paul Warner, for the sale price of one dollar (\$1.00).


Huron F. Winstead, Rector

9.21.18

Date


Thursa D. Crittenden, Secretary

9.21.18

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS**

APPROVAL TO SELL POLICE OFFICER FIREARM

September 21, 2018


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WHEREAS, Corporal (retired) Horace Thompson, is a retired campus police officer, who retired from Virginia State University with over 10 years of service in law enforcement, and

WHEREAS, Corporal (retired) Thompson has requested to purchase the service handgun that was previously issued to him during his service as a campus police officer in the Department of Police and Public Safety at Virginia State University, under the provisions of § 59.1-148.3 of the *Code of Virginia*; and

WHEREAS, Corporal (retired) Thompson was previously issued a Glock 30, Semi-automatic, .45 ACP handgun with the serial number of YEM 943, and this service weapon is still owned by Virginia State University, and the service handgun is currently unassigned.

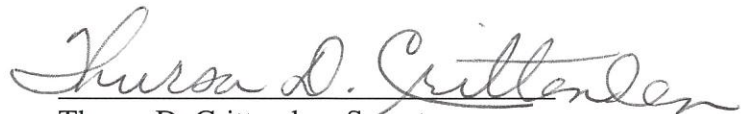
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the sale of a Glock 30, Semi-automatic, .45 ACP handgun with the serial number of YEM 943 to Corporal (retired) Horace Thompson, for the sale price of one dollar (\$1.00).



Huron F. Winstead, Rector

9.21.19

Date



Thursa D. Crittenden, Secretary

9.21.18

Date

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
RESOLUTION FOR APPROVAL
TO CONFER VISITOR EMERITUS
UPON MR. HARRY E. BLACK**

WHEREAS, Article II, Section 2.5 of the Virginia State University Board of Visitors Bylaws states "In recognition of the invaluable service rendered to the University during their appointment to the Board of Visitors and the informed counsel they are capable of providing, former members of the Board may be designated Visitors Emeriti by favorable recorded majority vote by current members of the Board"; and

WHEREAS, Virginia State University recognizes the loyal devotion of members of the Board of Visitors who have dedicated themselves and served with distinction; and

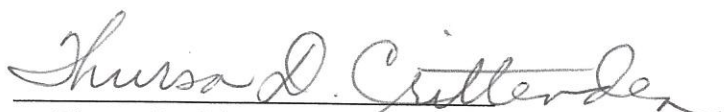
WHEREAS, Virginia State University expresses gratitude for the tireless efforts of outstanding citizens who have demonstrated a professional commitment to the Commonwealth of Virginia and higher learning; and

WHEREAS, Virginia State University received the benefit of eight years of distinctive and meritorious service including five years as rector contributed by Mr. Harry E. Black, a former Board of Visitors member; and

WHEREAS, Virginia State University recognizes Mr. Harry E. Black for continued service and invaluable support as a mentor and consultant to the Board, providing the benefit of his previous experience as a visitor and rector;

THEREFORE, LET IT BE RESOLVED that the Virginia State University Board of Visitors does hereby give special recognition to Mr. Harry E. Black by granting Visitor Emeritus at Virginia State University with all the rights and privileges bestowed thereunto.


Huron F. Winstead, Rector


Thursa D. Crittenden, Secretary

9.21.18
Date

9.21.18
Date