

**VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS
Virginia State University, Virginia 23806**

**BOARD MEETING
MINUTES
Thursday, September 15, 2016**

CALL TO ORDER

Mr. Harry Black, Rector, called the meeting of the Virginia State University ("VSU") Board of Visitors ("Board") to order in Salon A of the Gateway Dining Event Center at 9:30 a.m.

ROLL CALL

A quorum was present.

Board Members Present:

Mr. Harry Black, Rector
Mr. Huron F. Winstead, Vice Rector
Ms. Thursa Crittenden, Secretary
Ms. Pamela A. Currey
Dr. Daryl C. Dance
Mr. Michael Flemming
Mr. Charlie W. Hill (*absent*)
Dr. Alma C. Hobbs
Mr. Frederick S. Humphries, Jr. (*absent*)
Ms. Jennifer Hunter
Mr. Paul Koonce
Mr. Xavier Richardson (*arrived 9:55 am*)
Mr. Glenn Sessoms
Mr. James J.L. Stegmaier
Mr. Wayne Turnage (*absent*)
Dr. James Norman, Faculty Representative to the Board
Ms. Shai West, Student Representative to the Board

Administration Present:

Dr. Makola Abdullah, President
Dr. Letizia Gambrell-Boone, Vice President of Student Success and Engagement
Dr. Donald Palm, Provost/Vice President of Academic Affairs
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
Ms. Joanne Curtis Taylor, Chief Audit Executive
Mr. Rodney Hall, Director of Enrollment Management
Mr. Osubi Craig, Special Assistant to the President for Special Projects and Special Initiatives
Dr. Annie C. Redd, Special Assistant to the President and Board Liaison

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Legal Counsel Present:

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

Other Attendees:

Rev. Delano Douglas, Campus Ministries
Travis Edmonds, Office of Information Technology
Pamela Tolson, Director of Communications
Joyce Henderson, Executive Director, VSU Real Estate Foundation
Robert Turner, Executive Director, VSU Foundation
Frank Jones, VSU Foundation
Danette Johnson, Office of the President
Peggy Davis, Athletic Director
Franklin Johnson, Jr., President, National Alumni Association
Chief David Bragg, Dept. of Policy and Public Safety
Justin Griffin, Deputy Chief Information Officer
Adrian Petway, Budget Manager
Henry DeBose, Assistant Vice President, Student Success and Engagement
Alice Joynee—FACS
Karen Faison, Nursing
Frances Montague, Nursing
Larry Brown, College of Natural and Health Sciences
Robert Corley, III, College of Education/Provost Office
Andrew J. Kanu, College of Humanities
Dan Roberts, Honors Program
C. A. Brockett, Foundation
Kimberly Adams, Auxiliary Services
Emmanuel Omojokun, College of Business
Bintu Koroma, Conference Services
Jim Beckman, BRAVL

OPENING REMARKS

The Rector asked Reverend Delano Douglas, Director of United Campus Ministry, Virginia State University to lead the invocation.

The Rector called for a Board vote to reconfirm Committee Chairs appointed in August 2016. Mr. Winstead moved to reconfirm the Committee Chair, seconded by Mr. Stegmaier, and the motion carried by roll call and voice vote.

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- Chair, Facilities, Finance and Audit - Mr. Michael Flemming
- Chair, Academic and Student Affairs - Dr. Alma Hobbs
- Chair, Institutional Advancement - Ms. Jennifer Hunter
- Chair, Personnel and Compensation - Mr. Glenn Sessoms

The Rector called for a Board vote to reconfirm Foundation Board Liaisons appointed in August 2016. Mr. Winstead moved to reconfirm the Board Liaisons, seconded by Ms. Hunter, and the motion carried by voice vote.

- VSU Foundation Liaison - Mr. Xavier Richardson
- Real Estate Foundation Liaison – Mr. James Stegmaier
- VSU Research Foundation Liaison - Dr. Alma Hobbs
- Reginald F. Lewis College of Business Foundation Liaison - Mr. Frederick Humphries, Jr.

The Rector stated that the vote to confirm the new VSU administrators would be held in closed session.

PRESIDENT'S REMARKS

President Makola M. Abdullah shared the following information with Board members -- 1) VSU highlights of faculty and student accomplishments and comparative data on enrollment and revenue between fall 2015 and fall 2016, 2) data analysis of VSU in comparison with other HBCUs and other universities in Virginia, and 3) an update on the University's report card.

COMMITTEE SESSIONS

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

Facilities, Finance and Audit Committee

(Committee Members Present: Black, Flemming, Koonce, Stegmaier)

Mr. Michael Flemming, Committee Chair, convened the Facilities, Finance and Audit Committee. Mr. Flemming moved to recommend Mr. Wayne Turnage as the Vice Chair of this Committee to the Full Board for approval. The motion carried by unanimous vote of Committee members. Mr. Flemming called for presentations from the Division of Finance, the Internal Audit Department, and the Division of Administration.

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President Mukola M. Abdullah presented information to support the Resolution for Approval of the Adjusted Budget Plan for 2016-17 in the absence of Mr. Kevin Davenport, Vice President of Finance. President Abdullah also presented items for information that included the budget to actual report as of June 30, 2016; auxiliary cash balances (5 year projections), the Enterprise Risk Management Report for 2016-2017, and the APA Corrective Action Plan for fiscal year 2015.

Mr. Flemming moved to recommend the resolution for Approval of the Adjusted Budget Plan for 2016-17 to the Full Board for approval. The motion carried by unanimous vote of Committee members.

Ms. Joanne Curtis-Taylor presented information to support resolutions for the 1) Reaffirmation and Approval of the Audit Charter Committee, 2) Reaffirmation and Approval of Internal Audit Charter, and 3) Approval of the Fiscal Year 2017 Internal Audit Plan, Goals and Objectives. Ms. Curtis-Taylor presented an overview of the institution's top risks, a status report on academic governance over grades and graduation, a follow up report on the status of correction action plans, and highlights of the fiscal year 2016 Internal Audit Report.

Mr. Flemming moved to recommend the resolution for the Reaffirmation and Approval of the Audit Charter Committee to the Full Board for approval. The motion carried by unanimous vote of Committee members.

Mr. Flemming moved to recommend the resolution for the Reaffirmation and Approval of the Internal Audit Charter to the Full Board for approval. The motion carried by unanimous vote of Committee members.

Mr. Flemming moved to recommend the resolution for Approval of the Fiscal Year 2017 Internal Audit Plan, Goals and Objectives to the Full Board for approval. The motion carried by unanimous vote of Committee members.

Mr. Hubert Harris presented information as an update on the Administration Division which comprises Athletics, Human Resources, Department of Police and Public Safety, and Technology Services. Ms. Peggy Davis, Athletic Director, presented the update on Athletics. Mr. Harris presented a Resolution for the Approval of a Student Athlete Discipline Policy.

Mr. Flemming moved to recommend the resolution for the Student Athlete Discipline Policy to the Full Board for approval. The motion carried by unanimous vote of Committee members.

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Academic and Student Affairs Committee

(Committee Members Present: Black, Hobbs, Currey, Dance, Richardson, Norman, West)

Dr. Alma Hobbs, Committee Chair, convened the Academic and Student Affairs Committee. Dr. Hobbs moved to recommend Dr. Daryl Dance as the Vice Chair of this Committee to the Full Board for approval. The motion carried by unanimous vote of the Committee members. Dr. Hobbs called for presentations from the Division of Academic Affairs and the Division of Student Success and Engagement.

Dr. Donald Palm presented information to support the resolutions for 1) Approval of the RN-BSN program, 2) Approval for VSU Six-Year Plan Update, and 3) Elimination of a program or department not mandated by financial exigency and associated Faculty impact. Dr. Palm also presented an updates on the status of the reaffirmation process for the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), student retention, and the six-year graduation rate.

Dr. Letizia Gambrell-Boone, Vice President of Student Success and Engagement presented the following informational items--1) Transformative Education for our Students, 2) Invest in the Right Academic Affairs Programs to meet the needs of our Students, and 3) Embrace our Role as Virginia's Opportunity University.

Dr. G. Dale Wesson, the Vice President of the new Division of Research and Economic Development, offered brief remarks about the division and plans to increase faculty research at VSU.

Dr. Palm presented a faculty member's appeal for promotion. The Rector stated that the item would be addressed within the Personnel and Compensation Committee session.

Dr. Hobbs moved to recommend the resolution for Approval of the RN-BSN program to the Full Board for approval. The motion carried by unanimous vote of the Committee members.

Dr. Hobbs moved to recommend the resolution for Approval of the VSU Six-Year Plan Update to the Full Board for approval. The motion carried by unanimous vote of the Committee members.

Dr. Hobbs moved to recommend the resolution for Elimination of a Program or Department not mandated by financial exigency and associated Faculty impact to the Full Board for approval. The motion carried by unanimous vote of the Committee members.

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Institutional Advancement Committee

(Committee Members Present: Black, Crittenden, Currey, Hobbs, Hunter, Koonce, Richardson, Dance, Flemming, Sessoms)

Ms. Jennifer Hunter, Committee Chair, convened the Institutional Advancement Committee. Ms. Hunter moved to recommend Mr. Xavier Richardson as the Vice Chair of this Committee to the Full Board for approval. The motion carried by unanimous vote of the Committee members. Ms. Hunter called for presentations from the Division of Institutional Advancement and the National Alumni Association.

Ms. Reshunda Mahone presented informational items that included Fundraising Comparison and Endowment Reports, the Fiscal Year 2017 Action Plan, IA Assessment and Observations, and the IA Focus such as the Presidential Inauguration and the BOV Giving Summary. Ms. Hunter presented an update on the Board's giving to VSU. Mr. Franklin Johnson, Jr., President of the National Alumni Association, presented an update on the Alumni Association's activities as well as goals and plans.

Personnel and Compensation Committee

(Committee Members Present: Black, Crittenden, Hunter, Sessoms, Stegmaier, Winstead.)

On behalf of the Personnel and Compensation Committee, the Rector requested a closed session to discuss personnel matters specifically concerning the confirmation of new administration and staff, the tenure of a professor in the College of Engineering & Technology, and the tenure of a professor in the College of Natural and Health Sciences (Department of Biology).

CLOSED SESSION

In accordance with §§ 2.2-3711(A)(1), (10) of the *Code of Virginia*, Ms. Crittenden moved to go into closed session at 2:55 p.m. for a discussion of personnel matters. The motion provided that President Makola M. Abdullah, Dr. Annie Redd, Legal Counsel and staff--Ramona Taylor and Bonnie Holmes, attend the closed meeting as their presence was deemed necessary to aid the Board in its deliberations. The motion was seconded and carried by voice vote.

The Board reconvened in open session at 3:30 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. All board members present certified compliance with the Virginia Freedom of Information Act.

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The VSU Real Estate Foundation

Mr. Robert Turner, Executive Director of the VSU Foundation, and Ms. Joyce Henderson, Executive Director of the Real Estate Foundation, presented information to support the Resolution for Approval of a Deed Extension to the Trojan Development Co., LLC. Mr. Richardson moved the approval of the Resolution

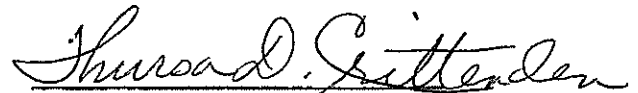
The Board also took action to authorize the President and his designees to execute and deliver and all legal documents for the extension on behalf of the University. The motion carried by unanimous vote of the Committee members.

ADJOURNMENT

There being no further business, the Rector adjourned the meeting at 5:00 p.m.


Harry Black, Rector
11/18/16
Date

HURON WINSTEAD
VICE RECTOR


Thursa D. Crittenden, Secretary
11.18.16
Date

**VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS
Virginia State University, Virginia 23806**

**BOARD MEETING
MINUTES
Friday, September 16, 2016**

CALL TO ORDER

Mr. Harry Black, Rector, called the meeting of the Virginia State University ("VSU") Board of Visitors ("Board") to order in Salon A of the Gateway Dining Event Center at 9:00 a.m.

ROLL CALL

A quorum was present.

Board Members Present:

Mr. Harry Black, Rector
Mr. Huron F. Winstead, Vice Rector
Ms. Thursa Crittenden, Secretary
Ms. Pamela A. Currey
Dr. Daryl C. Dance
Mr. Michael Flemming
Mr. Charlie W. Hill
Dr. Alma C. Hobbs
Mr. Frederick S. Humphries, Jr. (*absent*)
Ms. Jennifer Hunter
Mr. Paul Koonce
Mr. Xavier Richardson
Mr. Glenn Sessoms
Mr. James J.L. Stegmaier
Mr. Wayne Turnage (*absent*)
Dr. James Norman, Faculty Representative to the Board
Ms. Shai West, Student Representative to the Board

Administration Present:

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

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Legal Counsel Present:

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

Other Attendees:

Rev. Delano Douglas, Campus Ministries
Travis Edmond, Office of Information Technology
Pamela Tolson, Director of Communications
Joyce Henderson, Executive Director, VSU Real Estate Foundation
Danette Johnson, Office of the President
Chief David Bragg, Dept. of Policy and Public Safety
Bintu Koroma, Conference Services
Jim Beckman, BRAVL
Anita Wynn, Institutional Advancement

OPENING REMARKS

The Rector asked Reverend Delano Douglas, Director of United Campus Ministry, Virginia State University to lead the invocation.

APPROVAL OF MINUTES

Rector Black called for approval of minutes of the Board meeting held April 29, 2016. A motion for approval was made by Dr. Hobbs, seconded by Mr. Hill and the minutes were approved by voice vote.

Rector Black called for approval of minutes of the Board meeting held August 12, 2016. A correction was noted for Mr. Winstead's name on the roll call. A motion for approval with the correction was made by Mr. Hill, seconded by Mr. Winstead and the minutes were approved by voice vote.

RECTOR'S REMARKS

The Rector had no remarks.

PRESIDENT'S REMARKS

The President had no remarks.

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COMMITTEE REPORTS

Facilities, Finance and Audit Committee

(Committee Members Present: Black, Flemming, Hill, Koonce, Stegmaier)

On behalf of the Facilities, Finance and Audit Committee, Mr. Michael Flemming, Chair, presented and moved for approval of the recommendation of Mr. Wayne Turnage as the Vice Chair of the Facilities, Finance and Audit Committee. The motion carried by roll call voice vote.

On behalf of the Committee, Mr. Flemming presented and moved for approval of the Resolution for Approval of the Adjusted Budget Plan for 2016-17. The motion carried by roll call voice vote.

On behalf of the Committee, Mr. Flemming presented and moved for approval of the Resolution for Approval and Reaffirmation of the Audit Committee Charter. The motion carried by roll call voice vote.

On behalf of the Committee, Mr. Flemming presented and moved for approval of the Resolution for Approval and Reaffirmation of the Internal Audit Charter. The motion carried by roll call voice vote.

On behalf of the Committee, Mr. Flemming presented and moved for approval of the Resolution for Approval of the Fiscal Year 2017 Internal Audit Plan and Goals and Objectives. The motion carried by roll call voice vote.

On behalf of the Committee, Mr. Flemming presented and moved for approval of the Resolution for Approval of the Student Athlete Discipline Policy. The motion carried by roll call voice vote.

Academic and Student Affairs Committee

(Committee Members Present: Black, Hobbs, Currey, Dance, Richardson, Norman, West)

On behalf of the Academic and Student Affairs Committee, Dr. Alma Hobbs, Chair, presented and moved for approval of the recommendation of Dr. Daryl Dance as the Vice Chair of this Committee. The motion carried by roll call voice vote.

On behalf of the Committee, Dr. Hobbs presented and moved for approval of the Resolution for approval of the RN to BSN program. The motion carried by roll call voice vote.

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On behalf of the Committee, Dr. Hobbs presented and moved for approval of the Resolution for Approval of the VSU Six Year Plan Update. The motion carried by roll call voice vote.

On behalf of the Committee, Dr. Hobbs presented and moved for approval of the Resolution for Approval of the Faculty Handbook Updates--the policy on elimination of a program or department not mandated by financial exigency and associated Faculty impact. The motion carried by roll call voice vote.

Institutional Advancement Committee

(Committee Members Present: Black, Crittenden, Currey, Hobbs, Hunter, Koonce, Richardson, Dance, Flemming, Sessoms)

On behalf of the Institutional Advancement Committee, Ms. Jennifer Hunter, Chair, presented and moved for approval of the recommendation of Mr. Xavier Richardson as the Vice Chair of this Committee. The motion carried by roll call voice vote.

Personnel and Compensation Committee

(Committee Members Present: Black, Crittenden, Hunter, Sessoms, Stegmaier, Winstead)

On behalf of the Personnel and Compensation Committee, Mr. Glenn Sessoms, Chair, presented and moved for the recommendation of Mr. James Stegmaier as the Vice Chair of this Committee. The motion carried by roll call voice vote.

On behalf of the Personnel and Compensation Committee, Mr. Glenn Sessoms, Chair, presented and moved for approval of Dr. Nasser Ghariban for promotion to the rank of Professor in the Department of Engineering and Computer Science. The motion carried by roll call voice vote.

On behalf of the Personnel and Compensation Committee, Mr. Glenn Sessoms, Chair, presented and moved for approval of candidates for tenure. The candidates were Dr. Donald Palm, Provost and Vice President for Academic Affairs/Professor, Biology, and Dr. G. Dale Wesson, Vice President for Research and Economic Development/Professor, Engineering. The motion carried by roll call voice vote.

On behalf of the Personnel and Compensation Committee, Mr. Glenn Sessoms, Chair, presented and moved for approval of the new administration to the Full Board for approval: Dr. Donald Palm, Provost/Vice President for Academic Affairs; Dr. G. Dale Wesson, Vice President for Research and Economic Development; and Ms. Reshunda Mahone, Vice President of Institutional Advancement. The motion carried by roll call voice vote.

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The Rector called for remarks from Dr. James Norman, Faculty Representative to the Board, and Ms. Shai West, the Student Representative to the Board.

On behalf of the Personnel and Compensation Committee, Mr. Glenn Sessoms, Chair requested a closed session to discuss personnel matters.

CLOSED SESSION

In accordance with §§ 2.2-3711(A)(1), (10) of the *Code of Virginia*, Ms. Crittenden moved to go into closed session at 9:50 a.m. for consultation with legal counsel. The motion provided that President Makola M. Abdullah, Dr. Annie Redd, Legal Counsel and staff--Ramona Taylor and Bonnie Holmes, attend the closed meeting as their presence was deemed necessary to aid the Board in its deliberations. The motion carried by voice vote.

In accordance with §§ 2.2-3711(A)(1), (10) of the *Code of Virginia*, Ms. Crittenden moved to go into closed session at 9:50 a.m. for a discussion of personnel matters. The motion provided that President Makola M. Abdullah attend the closed meeting as his presence was deemed necessary to aid the Board in its deliberations. The motion carried by voice vote.

The Board reconvened in open session at 11:15 a.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. All board members present certified compliance with the Virginia Freedom of Information Act.

GENERAL ACTIONS

Action on the reconfirmation of 2016-2017 Committee Chairs appointed in August 2016 (approved by the Full Board).

Action on the confirmation of the Foundation Board Liaisons (approved by the Full Board).

Action on the approval to grant Visitor Emeritus Status to former Board member, Daphne Maxwell Reid (approved by the Full Board).

Action on the approval of Bylaw Changes as reported by Staff (approved by the Full Board).

Action on the approval of the revised President's Evaluation Tool as a substitute for the current tool to be used for the 13 month period ending March 31, 2017 (approved by the Full Board).

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Action on the approval of the Resolution granting a deed extension to the Trojan Development Co., LLC with approval for the President and his designee to execute and deliver on behalf of the University all legal documents for the extension (approved by the Full Board).

BOARD RETREAT ACTION PLAN FOLLOW UP

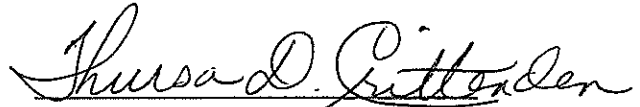
The Board members entered an informal discussion to assess the Board's effectiveness during the September 15-16, 2016, meeting.

ADJOURNMENT

There being no further business, the Rector adjourned the meeting at 11:30 a.m.



Harry Black, Rector
HURON WINSTEAD VICE RECTOR
11/18/16
Date



Thursa D. Crittenden, Secretary
11.18.16
Date

**VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS**

**RESOLUTION AUTHORIZING THE ADJUSTED BUDGET PLAN
FOR FISCAL YEAR 2016-2017**

SEPTEMBER 16, 2016


WHEREAS, on April 29, 2016, the Board of Visitors approved the Adjusted Budget Plan for Fiscal Year 2016-17;

WHEREAS, on April 29, 2016, the Board of Visitors approved the tuition and fee rates for Fiscal Year 2016-17; and

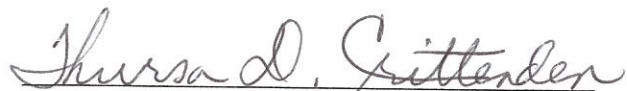
WHEREAS, the University has adjusted its revenue forecasts from all sources for Fiscal Year 2016-2017 based on the 2016 Virginia Acts of Assemblies; and

NOW, THEREFORE, BE IT RESOLVED the Board of Visitors approves the Adjusted Budget Plan for Fiscal Year 2017;

BE IT FURTHER RESOLVED THAT, the Board of Visitors authorizes the President to allocate and cause to be expended tuition, room, board, comprehensive and other fees collected beyond base projections, up to the amount appropriated and adjustments required and allowed by language in the Act, any additional General Fund Appropriation which may be incorporated in the final Appropriation Act and also to reallocate and expend all unexpended fiscal year 2015-2016 Educational and General and Auxiliary Enterprise funding that may be re-appropriated for use in fiscal year 2016-2017 and to expend local funds available to the University should the need arise.



Harry Black, Rector



Thursa Crittenden, Secretary

9.16.16

Date

9.16.16

Date

Virginia State University
Adjusted Budget Plan
Fiscal Year 2017

	Approved 2016 - 2017 Budget Plan	Adjusted 2016 - 2017 Budget Plan	Change \$	Change %
Revenue				
Educational & General (E & G)				
State General Funds (University)	\$ 32,631,808	\$ 33,630,728	\$ 998,920	3.1%
State General Funds (CEARS)	5,516,368	5,518,181	1,813	0.0%
Total General Funds	<u>\$ 38,148,176</u>	<u>\$ 39,148,909</u>	<u>\$ 1,000,733</u>	2.6%
Non-General Funds				
Tuition	\$ 34,587,835	\$ 34,587,835	\$ -	0.0%
Federal College Work-Study	262,991	262,991	-	0.0%
Technology Fee	862,848	862,848	-	0.0%
Other E&G Fees and Revenue	950,000	950,000	-	0.0%
Out of State Capital Outlay Fee	739,233	739,233	-	0.0%
E & G Sponsored Programs (CEARS)	6,391,008	6,391,008	-	0.0%
Total Non-General Funds	<u>\$ 43,793,915</u>	<u>\$ 43,793,915</u>	<u>\$ -</u>	0.0%
Total Educational & General	<u>\$ 81,942,091</u>	<u>\$ 82,942,824</u>	<u>\$ 1,000,733</u>	1.2%
Auxiliary Enterprises	\$ 41,085,214	\$ 41,085,214	\$ -	0.0%
Sponsored Programs	34,919,732	34,919,732	-	0.0%
State Student Financial Assistance General Funds	7,313,234	8,583,688	1,270,454	17.4%
Local Funds	2,525,625	2,525,625	-	0.0%
Total Revenue	<u>\$ 167,785,896</u>	<u>\$ 170,057,083</u>	<u>\$ 2,271,187</u>	1.4%
Expenditures				
Educational & General (E & G)				
Instruction	\$ 37,475,512	\$ 37,475,512	\$ -	0.0%
Research	4,044,527	4,044,527	-	0.0%
Public Services	4,716,651	4,716,651	-	0.0%
Academic Support	5,554,517	5,554,517	-	0.0%
Student Support	4,528,189	4,528,189	-	0.0%
Institutional Support	11,599,096	11,599,096	-	0.0%
Operation and Maintenance of Plant	7,048,660	7,048,660	-	0.0%
Total Educational & General	<u>\$ 74,967,152</u>	<u>\$ 74,967,152</u>	<u>\$ -</u>	0.0%
Auxiliary Enterprises	\$ 41,085,214	\$ 41,085,214	\$ -	0.0%
Sponsored Programs	34,919,732	34,919,732	-	0.0%
Student Financial Assistance	14,288,173	15,558,627	1,270,454	8.9%
Local Funds	2,525,625	2,525,625	-	0.0%
Total Expenditures	<u>\$ 167,785,896</u>	<u>\$ 169,056,350</u>	<u>\$ 1,270,454</u>	0.8%
Revenue Over/(Under) Expenditures	<u>\$ 0</u>	<u>\$ 1,000,733</u>	<u>\$ 1,000,733</u>	¹

¹ E&G General Funds will be allocated at a later date.

Virginia State University
Budget to Actual Report
Fiscal Year Ending June 30, 2016

	Adjusted Budget Plan	Actual June 30, 2016	Variance	% of Budget
Revenue				
Educational & General (E & G)				
State General Funds (University)	\$ 31,483,098	\$ 31,483,098	\$ -	100%
State General Funds Transfers (University)	2,923,497	2,920,222	(3,275)	100%
State General Funds (CEARS)	5,441,337	5,458,837	17,500	100%
State General Funds Transfers (CEARS)	517,534	517,534	-	100%
Total General Funds	<u>\$ 40,365,466</u>	<u>\$ 40,379,691</u>	<u>\$ 14,225</u>	100%
Non-General Funds				
Tuition	\$ 34,017,882	\$ 34,257,603	\$ 239,721	101%
Federal College Work-Study	262,991	354,897	91,906	135%
Technology Fee	834,556	837,224	2,668	100%
Other E&G Fees and Revenue	950,000	1,261,387	311,387	133%
Out of State Capital Outlay Fee	684,502	686,556	2,054	100%
E & G Sponsored Programs (CEARS)	6,391,008	5,310,779	(1,080,229)	83%
Total Non-General Funds	<u>\$ 43,140,939</u>	<u>\$ 42,708,446</u>	<u>\$ (432,493)</u>	99%
Total Educational & General	<u>\$ 83,506,405</u>	<u>\$ 83,088,137</u>	<u>\$ (418,268)</u>	99%
Auxiliary Enterprises	\$ 39,183,560	\$ 39,606,497	\$ 422,937	101%
Sponsored Programs	35,067,705	26,204,182	(8,863,523)	75%
State Student Financial Assistance General F	7,354,929	7,387,558	32,629	100%
Local Funds	2,350,000	2,938,998	588,998	125%
Total Revenue	<u>\$167,462,599</u>	<u>\$ 159,225,372</u>	<u>\$ (8,237,227)</u>	95%
Expenditures				
Educational & General (E & G)				
Instruction	\$ 38,211,701	\$ 36,140,262	\$ (2,071,439)	95%
Research	4,243,418	4,174,009	(69,409)	98%
Public Services	5,034,157	5,631,706	597,549	112%
Academic Support	5,550,836	4,137,137	(1,413,699)	75%
Student Support	4,525,944	3,822,975	(702,969)	84%
Institutional Support	11,926,820	13,336,060	1,409,240	112%
Operation and Maintenance of Plant	7,093,653	7,658,515	564,862	108%
Total Educational & General	<u>\$ 76,586,529</u>	<u>\$ 74,900,664</u>	<u>\$ (1,685,865)</u>	98%
Auxiliary Enterprises	\$ 38,708,165	\$ 38,467,857	\$ (240,308)	99%
Sponsored Programs	35,067,705	25,446,223	(9,621,482)	73%
Student Financial Assistance	14,274,805	14,251,971	(22,834)	100%
Local Funds	2,350,000	3,353,182	1,003,182	143%
Total Expenditures	<u>\$166,987,204</u>	<u>\$ 156,419,897</u>	<u>(10,567,307)</u>	94%
Revenue Over/Under Expenditures	<u>\$ 475,395</u>	<u>\$ 2,805,475</u>	<u>\$ 2,330,080</u>	

Resolution of
The Board of Visitors of
Virginia State University
To Approve
Fiscal Year 2017 Internal Audit Plan and Goals and Objectives
September 16, 2016

WHEREAS, the Chief Audit Executive has prepared the Annual Internal Audit Plan based upon the results of a risk assessment and in concert with the Institute of Internal Auditors' Standards for the International Professional Practice of Internal Auditing and the Commonwealth of Virginia Office of the State Inspector General, along with consideration provided by the Board of Visitors, President, senior management of the University, and the Internal Audit staff; and

WHEREAS, the Chief Audit Executive will propose a new audit plan each fiscal year that reflects the current risk environment at the University; and

WHEREAS, the Board of Visitors, with input from the Chair of the Facilities, Finance, and Audit Committee and the Chief Audit Executive, may find it necessary to modify the audit plan, scope of work and/or allocate Internal Audit Department resources to other areas based upon new discovery or vulnerability; and

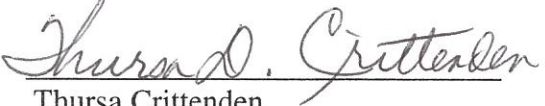
WHEREAS, the Chief Audit Executive has prepared the Internal Audit Goals and Objectives for 2016-2017 which are an integral part of the ongoing internal assessment within Internal Audit's Quality Assurance and Improvement Program; and

WHEREAS, the Board of Visitors has reviewed the proposed Internal Audit Plan, and related Goals and Objectives; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Virginia State University approve the Fiscal Year 2017 Internal Audit Plan and related Goals and Objectives.



Harry Black
Rector



Thursa Crittenden
Secretary

9.16.16

Date

9.16.16

Date

INTERNAL AUDIT PLAN 2016-2017

Audit Activities		Budget
Audit Planning and Business Operations		
1	Audit Plan and Risk Assessment	90
2	Policies, Procedures and Website Maintenance	150
3	Board Meetings and Report Preparation	360
4	Quality Assurance Program - Self Assessment & QAR	350
5	Business Operations and External Communications	460
6	Staff Performance and Development	440
Risk-Based Audits		
7	VITA Security Audit Standard 502-00: Follow-up on Security Program Implementation and Corrective Action Plans	450
8	Follow-Up: Status of Corrective Action Plans for Laserfiche	120
9	Follow-Up: Status of Corrective Action Plans for Kronos	120
10	VSU Real Estate Foundation Performance Audit: Follow-up	180
11	Quarterly Status of Corrective Action Plans	180
12	Cash Collection Points Audit – Administrative Governance and Investigative Follow Up Phase I	500
13	Academic Governance Over Grade Administration and Graduation Clearance Phase I Continuation – Wrap-Up - Phase II	790
14	Biennial Contract Compliance and Performance	500
15	President's Office Transactions for FY2016	380
Special Investigations and Board of Visitors' Requests		
16	OSIG - Commonwealth Fraud, Waste, and Abuse Hotline	370
17	Management Investigative Requests	100
Management and Advisory Services		
18	Emerging Compliance, Internal Control Awareness	200
19	Technology Governance, Systems Implementation, Shared Oversight	210
20	SACS Decennial Reaffirmation Review	240
21	Enterprise Risk Management Committee	100
22	President's Cabinet	80
23	Board of Visitors Requests	90
24	Management Requests	135
Total Direct Audit Hours (79%)		6,595
Administration		
25	General Administration	500
26	Holiday and Compensated Absences	1,225
Total Indirect Audit Hours (21%)		1,725
Total Hours Allocated		8,320
Total Hours Available		8,320
Excess/(Shortfall)		0

Internal Audit Goals, Strategies and Performance Measures for 2016-2017

Mission: To be the catalyst through which opportunities for continuous improvement are identified as we provide an independent, objective assurance and consulting activity designed to add value and achieve excellence in the President's six areas of focus: <ul style="list-style-type: none"> • Providing a transformative experience for our students • Strategically investing in our academic programs • Partnering together as a University to tell our story • Embracing our position as a top Land Grant University • Embracing our role as Virginia's Opportunity University • Overall University fiscal health 			
No	Goals	Strategies	Performance Measures
1	To maintain openness, trust and integrity with all stakeholders.	Remain current with the International Professional Practices Framework (IPPF); adhere to the Internal Audit Charter, Definition of Internal Auditing, Code of Ethics, and other laws and regulations in the conduct of managing and fulfilling the internal audit activities.	<p>Long Time Measure: Every five years, obtain a General Conformance Quality Assurance Review as required by the Institute of Internal Auditors' Standards. Our last assessment was conducted in 2012 and the assessor stated that the VSU Internal Audit Department generally conforms to the IIA Standards on June 4, 2012 (this is the highest assessment an internal audit department can achieve). The external assessment is completed every five years and the next one is due in June 2017.</p> <p>Conduct internal self-assessments to enhance operations in the Department every 18 months.</p> <p>Each staff will stay abreast of standards, new auditing techniques, and best practices by obtaining a minimum of 40 hours of continuing education annually.</p>
2	To be effective and efficient in managing internal audit operations.	<p>Internal Audit will:</p> <p>Provide value-added services to assist the University towards its mission and operations through objective assurance and consulting activities.</p> <p>Assist University management in assessing and documenting internal controls, control self-assessments, fraud and risk management, and mitigation strategies.</p> <p>Support the University's interests and safeguard the University's assets.</p> <p>Promote internal control awareness.</p>	<p>Provide a progress report for the annual audit plan.</p> <ul style="list-style-type: none"> • Number of audits completed • Number of recommendations issued and accepted by management • Number of management requests completed • Number of hotline cases completed • Budget to Actual Hours report • Number of trainings, emerging issues, compliance advisories, and/or newsletters presented by Internal Audit staff • Percent of staff turnover
3	Assist the University with producing a highly qualified workforce.	The Internal Audit Department will create a student internship program for a junior or senior who is enrolled in an honors accounting program at VSU and maintains a 3.0 GPA.	Over time and pending funding, establish an internship program for students to provide actual auditing experience in a university setting.

The goals, strategies and performance measures assist the Audit Committee in managing the performance of the Internal Audit.

Resolution of
The Board of Visitors of
Virginia State University
Audit Committee Charter
Adopted April 13, 2007
Reaffirmation and Approval September 16, 2016

WHEREAS, the primary purpose of the Audit Committee is to assist the Board of Visitors in discharging its oversight responsibilities; and

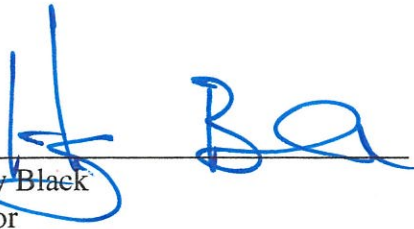
WHEREAS, the Audit Committee will review the University's financial accounting and reporting processes, assess the effectiveness of the systems of internal control and risk management, governance, internal and external audit processes, and the University's process for monitoring compliance with laws and regulations and the Code of Ethics; and

WHEREAS, the Audit Committee Charter prescribes the purpose, authority, composition, meeting schedule, responsibilities, independent oversight of internal audit, relationship with external auditors, review of the effectiveness of compliance monitoring by management, reporting and other responsibilities assigned to members of the Audit Committee; and

WHEREAS, the Board of Visitors has reviewed the Audit Committee Charter; and

NOW THEREFORE BE IT RESOLVED THAT the Board of Visitors of Virginia State University reaffirms and approves the Audit Committee Charter.

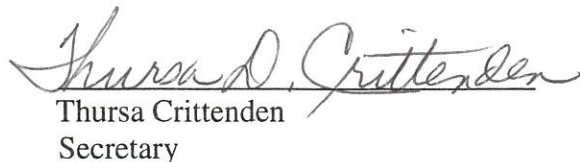
BE IT FINALLY RESOLVED that the Audit Committee should continue effective efforts designed to assist the Board of Visitors in discharging its oversight responsibilities and to keep the Board of Visitors informed of matters of importance.



Harry Black
Rector

9.16.16

Date



Thursa Crittenden
Secretary

9.16.16

Date

Virginia State University Audit Committee Charter

Adopted and Approved By The Board Of Visitors
On April 13, 2007

Reaffirmation September 16, 2016

**VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS**

AUDIT COMMITTEE CHARTER

(Adopted April 13, 2007)

Reaffirmation September 16, 2016

INTRODUCTION

I. PURPOSE

The primary purpose of the Audit Committee is to assist the Board of Visitors in discharging its oversight responsibilities. The Audit Committee will oversee the University's financial accounting and reporting processes, the effectiveness of the systems of internal control and risk management, governance, the internal and external audit processes, the University's process for monitoring compliance with laws and regulations, and the Code of Ethics.

II. AUTHORITY

The Audit Committee has authority to conduct or authorize investigations into any matters within its scope of responsibility. It is empowered to:

- Appoint, compensate, and oversee the work of the Chief Audit Executive and the internal audit staff.
- Resolve any disagreements between management and the internal and external auditors regarding financial reporting or findings.
- Establish a relationship with the external auditors for the purpose of developing effective two-way communications between the external auditors and those charged with governance in relation to the financial statement audit to gain a mutual understanding and discussion of the scope, conduct, and the results of the audits, and to report results of those audits to the full Board.
- Pre-approve the Internal Audit budget and resources, annual audit plan and significant revisions to the plan.
- Retain independent counsel, accountants, or others to advise the Committee or assist in the conduct of an investigation.
- Have unrestricted access to members of management, faculty and employees, as well as to all books, records and facilities of the University.

III. COMPOSITION AND INDEPENDENCE

The Executive Committee shall recommend and the Board shall approve a Facilities, Finance and Audit Committee of a minimum of three members of the Board at the Annual Meeting. The Executive Committee, in consultation with the Rector and President, shall recommend the Committee Chair. The Board shall

approve the Committee Chair. The Rector and Vice Rector shall serve as ex-officio members. At least one member shall be designated as the "financial expert," as defined by applicable legislation and regulation and each member shall be independent and financially literate.

Each Committee member's term of office shall coincide with term of office on the Board of Visitors.

A majority of the members of the Committee shall constitute a quorum for the transaction of business.

IV. MEETINGS

The Audit Committee shall meet at least four times a year, with authority to convene additional meetings, as circumstances require. The Committee shall invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary. The Committee may hold closed meetings as authorized by law. Meeting agendas shall be prepared and provided in advance to members, along with appropriate briefing materials. Minutes will be prepared.

V. RESPONSIBILITIES

In performing its oversight responsibilities, the Audit Committee shall:

A. Financial Statements

1. Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.
2. Review with management and the external auditors all matters required to be communicated to the Committee under Generally Accepted Governmental Auditing Standards, the results of the audit, including any difficulties encountered.
3. Review the annual financial statements with management, and interim financial statements if prepared, and consider whether they are complete, consistent with information known to Committee members, and reflect appropriate accounting principles.
4. Understand how management develops annual and interim financial information, and the nature and extent of internal and external auditor involvement.

B. Risk Management, Internal Control and Governance

1. Require management to report on procedures that provide assurance that the University's mission, values, and Code of Ethics are properly communicated to all employees.
2. Review the process for communicating the Code of Ethics to University personnel and for monitoring compliance therewith, to include compliance by senior management and the Board.
3. Evaluate whether management is setting the appropriate tone of the control environment by communicating the importance of internal controls.
4. Review and evaluate the University's processes for assessing significant risks and exposures.
5. Make inquiries of management, University Counsel, the Chief Audit Executive and the external auditors concerning the significant risks or exposures to the University and how risks are managed through methods of identification, assessment, and mitigation.
6. Consider the effectiveness of the University's internal control system, including information technology, governance, information assurance, security, and control. Obtain regular reports from management.
7. Understand the scope of internal and external auditors' review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses. Follow up on findings and recommendations to ensure corrective action is feasible, adequate and complete.
8. Monitor the University's conflict of interest policies and related procedures.

C. Internal Audit

1. Review annually, with management and the Chief Audit Executive the charter, plans, activities, staffing, and organizational structure of the internal audit function.
2. Approve the internal audit department charter. The charter should be reviewed annually and updated as necessary.
3. Review and approve the Internal Audit annual audit plan and any significant changes to the plan, to include completed audit reports and progress reports on executing the approved audit plan, with full reporting to the Board of Visitors.
4. Review annually the qualifications of the internal audit staff and the level of staffing. Assess the effectiveness of the internal audit function, including its independence, reporting relationships, budget, staffing required to complete the audit plan, and compliance with The Institute of Internal Auditors *International Professional Practices Framework (IPPF)*, to include *The Definition of Internal Auditing*, *Code of Ethics*, and *Standards for the Professional Practice of Internal Auditing*. Ensure

there are no unjustified restrictions or limitations on the internal audit function.

5. Review and concur in the appointment, replacement, or dismissal of the Chief Audit Executive. At least once per year, review the performance of the Chief Audit Executive and concur with the annual compensation and salary adjustment.
6. On a regular basis, meet separately with the Chief Audit Executive (without members of senior management present) to discuss any matters that the Committee or Chief Audit Executive believes should be discussed in closed session or privately. Refer significant internal audit findings and issues to the full Board.

D. External Audit

1. Meet with the external auditors and University management to review the proposed scope of the external audit, including coordination of audit effort with internal audit. The auditors should inform the Audit Committee of any significant changes in the original audit plan.
2. Discuss with the external auditors their processes for identifying and responding to key audit and internal control risks.
3. Review the coordination of internal and external audit procedures to promote an effective use of resources and ensure complete and efficient coverage of the University's risks.
4. As required, and consistent with state law, meet separately with the external auditors (without members of senior management present) to discuss any matters that the Committee or auditors believe should be discussed privately.
5. Meet with the external auditors at the completion of the audit to receive the audit report. Ensure that significant findings and recommendations made by the external auditors and the University's proposed responses are received, discussed, and acted upon appropriately.

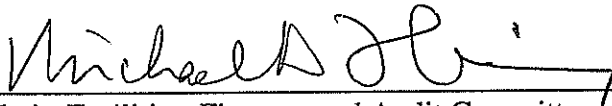
E. Compliance

1. Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any fraudulent acts or instances of noncompliance. Monitor the results of compliance efforts.
2. Review the findings of any examinations by regulatory agencies, and any auditor observations.
3. Obtain regular updates from management and legal counsel regarding compliance matters.

F. Reporting and Other Responsibilities

1. Regularly report to the Board of Visitors about Committee activities, issues, and related recommendations.
2. Provide an open avenue of communication between internal audit, the external auditors, and the Board of Visitors.
3. Review any other reports the University issues that relate to Committee responsibilities.
4. Adopt a formal written charter that specifies the Committee's scope of responsibility. Review and assess the adequacy of the Committee charter annually, requesting Board approval for proposed changes, and ensure appropriate disclosure as may be required by law or regulation.
5. Confirm annually that all responsibilities outlined in this charter have been carried out.
6. Perform other activities related to this charter as requested by the Board of Visitors.
7. Evaluate the Committee's and individual member's performance on a regular basis.

APPROVED THIS 16th DAY OF SEPTEMBER, 2016.


Chair, Facilities, Finance, and Audit Committee


Rector, Virginia State University Board of Visitors


Secretary, Virginia State University Board of Visitors

Resolution of
The Board of Visitors of
Virginia State University
To Reaffirm and Approve
The Internal Audit Charter
September 16, 2016

WHEREAS, the Facilities, Finance and Audit Committee, a subcommittee of the Board of Visitors, shall have control and oversight over all facilities and financial affairs of the University, and

WHEREAS, the Committee will review the University's financial accounting and reporting processes, assess the effectiveness of the systems of internal control and risk management, governance, internal and external audit processes, and the University's process for monitoring compliance with laws and regulations and the Code of Ethics; and

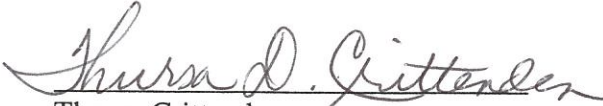
WHEREAS, the Committee's Charter prescribes the independent oversight of internal audit and the annual review and approval of the Internal Audit Department Charter, and

WHEREAS, the Institute of Internal Auditors' Standard 1000: Purpose, Authority, and Responsibility require the Internal Audit Department Charter to be periodically reviewed and presented to senior management and the Board for approval.

THEREFORE BE IT FINALLY RESOLVED THAT the Facilities, Finance, and Audit Committee of the Board of Visitors of Virginia State University, the Board of Visitors, and the President reaffirm and approve the Internal Audit Department Charter.



Harry Black
Rector



Thursa Crittenden
Secretary

Dr. Dr. Makola M. Abdullah
President

9.16.16

Date

Virginia State University Internal Audit Charter

Reaffirmed and Approved
by The Board of Visitors

Reaffirmation September 16, 2016

VIRGINIA STATE UNIVERSITY

INTERNAL AUDIT CHARTER

Reaffirmed and Approved September 16, 2016

INTRODUCTION

Internal Auditing, as defined by the Institute of Internal Auditors (IIA), is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The Virginia State University Internal Audit Department has prepared this charter to serve as a guide in the performance of its duties. The charter does not include, nor is it intended to include, all of the Department's duties and/or responsibilities as they may exist from time to time. As defined by the IIA, the charter of the internal audit activity is a formal written document that defines the activity's purpose, authority, and responsibility. The charter

1. Establishes the internal audit activity's position within the organization;
2. Authorizes access to records, personnel, and physical properties relevant to the performance of engagements;
3. Defines the scope of internal audit activities, and
4. Includes guidelines and directives received from the Office of Inspector General, as appropriate.

The Chief Audit Executive shall annually assess whether this charter continues to be adequate to enable the internal auditing activity to accomplish its objectives. The result of this periodic assessment shall be communicated to the Board of Visitors, the University President, and senior management.

OBJECTIVE AND SCOPE

The Virginia State University Department of Internal Audit is an independent function established by the VSU Board of Visitors (BOV) with the objective to assist the University's President, Management and Board of Visitors in the effective performance of their responsibilities. The mission of the Internal Audit Department is to provide an independent, objective assurance and consulting activity designed to add value and improve the University's operations. These services help the University to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. Internal Audit's primary purpose is to enhance and protect the University's value by providing stakeholders with risk-based, objective and reliable assurance, advice and insight.

The scope of internal auditing encompasses the examination, evaluation and contribution to the improvement of the adequacy and effectiveness of the University's systems of

internal control and risk management, governance, and the quality of performance in carrying out assigned responsibilities. The scope of internal audit includes:

1. Reviewing internal control and assessing its effectiveness under the Committee of Sponsoring Organizations (COSO) Internal Control – Integrated Framework comprised of: Control Environment, Risk Assessment, Control Activities, Information and Communication, and Monitoring Activities and other principles;
2. Monitoring and evaluating the adequacy and effectiveness of controls in responding to risks within the University's governance, operations, and information systems regarding the: reliability and integrity of financial and operations information; effectiveness and efficiency of operations; safeguarding assets; compliance with laws, regulations, and contracts; and risk management system;
3. Reviewing the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on operations and reports, and determining whether the University is in compliance;
4. Reviewing operations or programs, to include technology governance, to ascertain whether results are consistent with the University's established objectives and goals and whether the operations or programs are being carried out as planned;
5. Reviewing the reliability and integrity of financial and operating information and the means used to identify, measure, classify, and report such information;
6. Evaluating the potential for the occurrence of fraud, investigating such instances, and how the University manages fraud risk or the deterrence of fraud;
7. Reviewing the economy and efficiency with which resources are employed;
8. Reviewing or consulting on specific operations or activities at the request of the Facilities, Finance, and Audit Committee, the University President, or senior management; and
9. Coordinating audit efforts with the Auditor of Public Accounts and other external auditors.

PROFESSIONAL STANDARDS

The Internal Audit Department of Virginia State University endorses and hereby adopts the following auditing standards as an integral part of its internal audit function.

International Standards for the Professional Practice of Internal Auditing

The Institute of Internal Auditors (IIA), an international organization dedicated solely to the advancement of the internal auditing profession, has adopted the International

Professional Practices Framework (IPPF) which includes the following mandatory guidance elements: Definition of Internal Auditing, Code of Ethics, International Standards for the Professional Practice of Internal Auditing (Standards), and the following strongly recommended guidance elements: Position Papers, Practice Advisories, and Practice Guides. The Statements and Interpretations delineate the basic requirements for performing a broad range of internal audit activities and for evaluating internal audit performance.

Generally Accepted Auditing Standards

The American Institute of Certified Public Accountants has promulgated Generally Accepted Auditing Standards (GAAS) through statements of auditing standards, industry audit guides, and other professional releases.

Government Audit Standards

The United States General Accounting Office (GAO) recommends Governmental Audit Standards ("Yellow Book" or "GAGAS", Generally Accepted Governmental Auditing Standards) for use by auditors who audit government organizations, programs, activities and functions.

Information Systems Audit and Control Association Standards, Guidelines and Procedures

The Information Systems Audit and Control Association (ISACA) require standards that apply specifically to Information Systems (IS) auditing. ISACA defines, develops and promulgates IS auditing standards and their associated guidelines and procedures. Standards define mandatory requirements for IS auditing and reporting; Guidelines provide guidance in applying IS Auditing Standards; and, Procedures provide examples of procedures an IS auditor might follow in an audit engagement. A source of best practice guidance which provides a detailed set of controls and control techniques for the information systems management environment is *Control Objectives for Information and related Technology* (COBIT®), an IT governance framework and supporting toolset that allows managers to bridge the gap between control requirements, technical issues and business risks published by the Information Technology Governance Institute (ITGI) with the support of ISACA.

INFORMATION SYSTEMS (IS) AUDITING

The Internal Audit Department will participate in an audit or advisory capacity only in the systems development life cycle. The objective is to assist management by providing assurance that the computerized systems function as management intended with an appropriate level of internal control. These audits and advisories will be completed in accordance with Virginia Information Technology Agency (VITA), COBIT, and/or other applicable standards.

INTERNAL AUDIT STAFF CODE OF ETHICS

Internal Audit staff has a responsibility to conduct themselves so that their good faith and integrity should not be open to question. While having due regard for the limit of their technical skills, they will promote the highest possible internal auditing standards to the end of advancing the interest of the University. The ultimate quality of the Internal Audit Department's performance is directly related to the quality of the people employed. Internal Audit should be directed by and staffed with qualified and competent personnel. Minimum qualifications for each position within the audit function have been established. However, additional experience, training, specialized skills, as well as intelligence, adaptability, promotability, and analytical ability should be considered in the employment process.

Standards of professional behavior and conduct are based upon the Code of Ethics issued by the Institute of Internal Auditors. Internal Audit staff shall realize that individual judgment is required in the application of these standards. Internal auditors are expected to apply and uphold the following principles and rules of conduct:

1. Integrity

Internal auditors:

- a. Must perform their work with honesty, diligence, and responsibility.
- b. Must observe the law and make disclosures expected by the law and the profession.
- c. Must not knowingly be a party to any illegal activity, or engage in acts that are discreditable to the profession of internal auditing or to the University.
- d. Must respect and contribute to the legitimate and ethical objectives of the University.

2. Independence and Objectivity

Internal auditors:

- a. Must be objective in performing their work, and the internal audit activity must be independent. Internal auditors must not participate in any activity or relationship that may impair or be presumed to impair their unbiased assessment. This participation includes those activities or relationships that may be in conflict with the interests of the University or which would prejudice their ability to carry out objectively their duties and responsibilities. To achieve individual objectivity, internal auditors must have an impartial, unbiased attitude and avoid any conflict of interest.
- b. Must report to a level within the organization that allows the internal audit activity to fulfill its responsibilities (organizational independence). The Chief Audit Executive must confirm to the Board, at least annually, the organizational independence of the internal audit activity.

- c. Must not accept anything that may impair or be presumed to impair their professional judgment.
- d. Must disclose to appropriate parties, the details of impairment if independence or objectivity is impaired in fact or appearance.
- e. Must disclose all material facts known to them that, if not disclosed, may distort the reporting of activities under review.

3. Confidentiality

Internal auditors:

- a. Must be prudent in the use and protection of information acquired in the course of their duties.
- b. Must not use information for any personal gain or in any manner that would be contrary to the law or detrimental to the legitimate and ethical objectives of the University.

4. Proficiency, Due Professional Care and Competency

Internal auditors:

- a. Must perform engagements with proficiency and due professional care and engage only in those services for which they possess the necessary knowledge, skills, and experience. The Chief Audit Executive must obtain competent advice and assistance when other expertise is required to perform an engagement.
- b. Must perform internal auditing services in accordance with the *International Standards for the Professional Practice of Internal Auditing*, to include the use of technology-based auditing and other data analysis techniques.
- c. Must continually improve their proficiency and the effectiveness and quality of their services.

Internal auditors are responsible for continuing their education in order to maintain their proficiency. They should keep informed about improvements and current developments in internal auditing standards, procedures, and techniques. The Internal Audit Department recognizes the need for continuing education through membership and participation in professional societies, attendance at conferences, seminars, college courses, and in-house training programs, and participation in research projects.

Members of the Internal Audit staff will be required to obtain at least forty (40) hours of continuing education credits annually.

The Chief Audit Executive will report to the Board of Visitors annually when the audit plan is considered, as to the effectiveness of the present staff, in fulfilling the stated objectives of the Internal Audit Department and during such times of interim and annual performance evaluations in concert with the University's administration of performance management.

QUALITY ASSURANCE AND IMPROVEMENT PROGRAM

The Chief Audit Executive must develop and maintain a quality assurance and improvement program. The Chief Audit Executive is accountable for implementing processes designed to provide reasonable assurance to senior management, the President, and the Board of Visitors that the internal audit activity:

1. Performs in accordance with the internal audit charter, which is consistent with the Definition of Internal Auditing, the Code of Ethics and the Standards;
2. Operates in an effective and efficient manner; and
3. Adds value and a provision for improving University operations.

These processes include appropriate supervision, periodic internal assessments, and ongoing monitoring of quality assurance. The results of ongoing monitoring must be communicated at least annually.

The Chief Audit Executive shall obtain external assessments at least once every five years and shall communicate the results of the external assessments to the Board of Visitors, University President, senior management, and the State Inspector General.

ORGANIZATIONAL INDEPENDENCE AND REPORTING RESPONSIBILITIES

The Chief Audit Executive shall report directly to the Board of Visitors (Facilities, Finance and Audit Committee) and administratively to the University President for day-to-day direction.

The Chief Audit Executive shall have direct access and communication to the Board of Visitors when the Chief Audit Executive believes that such access is needed to fulfill the stated objectives of the Department. At all times, the Chief Audit Executive should have open and direct access to the Rector, Chair of the Facilities, Finance and Audit Committee, or full Board if appropriate.

The Chief Audit Executive should meet privately with the Board of Visitors, without management present, to reinforce independence and the nature of this reporting relationship, at least annually.

The Administrative reporting line should enable adequate communications and information flow such that the Chief Audit Executive and the internal audit function have adequate and timely flow of information concerning the activities, plans, and business initiatives of the University, to include open and direct communications with executive and line management. The Chief Audit Executive should be able to communicate directly with any level of management, including the University President.

The Chief Audit Executive shall, at a minimum, meet with the Board of Visitors and the University President on a quarterly basis to discuss:

1. Audit reports issued;
2. Status of the audit plan;
3. Internal audit operational activities;
4. The propriety of any limitations on the scope of internal audits that may be imposed by management.

AUTHORITY

In order to fulfill its responsibilities, the Internal Audit Department has unrestricted access to all personnel, facilities, records, reports, data bases, documents, or other University information or material that is needed to accomplish its audit objectives. No legitimate source of information is to be closed to the internal auditor.

The Internal Audit Department shall be free from control or undue influence in the selection and application of audit techniques, procedures, and programs.

It is understood that certain items are confidential in nature and special arrangements will be made by the Internal Audit Department when examining and reporting upon such items.

1. Access to Personnel, Documents, and Records: The Internal Audit Department's access to personnel, documents, and records will be unrestricted and unfettered by burdensome administrative requirements or screening procedures. The Internal Audit Department shall be free from undue influence in the selection of areas, activities, personal relationships and managerial policies to be examined.
2. Access to Information Systems and Automated Data Processing Equipment: Access to information systems and related infrastructure, automated data processing equipment (including microcomputers and/or on-line workstations) and programming personnel shall be made readily available to the Internal Audit Department auditors to permit auditing of automated information. Necessary access to, and related training on, existing data retrieval and report generating capabilities shall also be provided to Internal Audit Department auditors.
3. Access to Protected Health Information, Personally Identifiable Information :In accordance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (45 CFR Parts 160, 162, and 164), the Family Educational Rights and

Privacy Act (FERPA) (34 CFR § 99.31), and the Privacy Act of 1974, the University is permitted to disclose records with sensitive information (Protected Health Information, Personally Identifiable Information) without an individual's authorization for the purpose of an audit, fraud and abuse detection, compliance evaluation, or administrative review.

Internal Audit has access to all records covered by the aforementioned regulations when discharging their official duties and we will be prudent in the use and protection of the confidential and sensitive information acquired.

RESPONSIBILITIES FOR THE DETECTION OF ERRORS OR IRREGULARITIES

The Chief Audit Executive and the internal audit staff have a professional responsibility to conduct reviews with an attitude of professional skepticism (an auditor's attitude of a questioning mind and critical assessment of audit evidence; no assumption that management is either honest or dishonest). The Chief Audit Executive must recognize that the application of internal auditing procedures may produce evidential matter indicating the possibility of errors or irregularities.

The Chief Audit Executive will discuss the potential errors or irregularities and their disposition with the University's President as appropriate. The detection and prevention of errors and irregularities, which may occur, is a responsibility shared by all members of the management team.

INVESTIGATIONS

The Internal Audit Department shall be notified in all cases where assets have been lost (or suspected lost) or there is reasonable suspicion of fraud through defalcation or security breaches in financial and operating systems. Immediately upon such notification, the Chief Audit Executive will notify proper authorities within the University of the potential loss and to the Virginia State Police, Auditor of Public Accounts, and State Inspector General as appropriate.

Pursuant to the anonymous State Fraud, Waste, and Abuse Hotline established by the Governor of Virginia and administered by the Office of State Inspector General, for cases referred to the Internal Audit Department, the internal audit program over these cases must maintain the confidentiality and integrity of the hotline referral. All working papers must be clearly marked as "Confidential Commonwealth Hotline Documents" to provide confidentiality over hotline documents and the integrity of the hotline program and must not be shared with anyone except those individuals who are directly involved in conducting the investigation and have a need to know. Those provided this information also must understand the confidentiality requirements and may be required to sign a confidentiality statement. Information must be received upon request in order to afford us the opportunity to complete the hotline investigation in sixty days as required by the OSIG.

Internal Audit will conduct an investigation based on the facts submitted to determine if a loss, fraud, waste or abuse has in fact occurred. Tests will be performed of the financial and operating procedures to identify weaknesses which permitted the irregularity (if any)

to occur. Improvements will be recommended to correct such weaknesses.

MANAGING THE INTERNAL AUDIT ACTIVITY

The Chief Audit Executive should effectively manage the internal audit activity to ensure it adds value to the organization, to include establishing policies and procedures to guide the internal audit activity.

The Chief Audit Executive must establish a risk-based plan and determine the priorities of the internal audit activity, consistent with the University's goals. The internal audit activity's plan of engagements will be based on a documented risk assessment, undertaken at least annually. The input of senior management, the President, and the Board shall be considered in the process.

The Chief Audit Executive should consider accepting proposed consulting and advisory engagements based on the engagement's potential to improve risk management, add value, and improve the University's operations of which the nature and scope is to be agreed by management, without the internal auditor assuming management's responsibility. Those engagements that have been accepted should be included in the plan. Internal auditors generally should not agree to conduct a consulting engagement simply to circumvent, or to allow others to circumvent requirements that would apply to an assurance or audit engagement, if the service in question is more appropriately conducted as an assurance or audit engagement.

Each year, the Chief Audit Executive shall communicate the internal audit activity's plan for the next fiscal year and resource requirements, including significant interim changes, to the President and to the Board of Visitors for review and approval and the resulting impact of resource limitations. The Chief Audit Executive will initiate audits pursuant to the plan.

COOPERATION WITH EXTERNAL AUDITORS

The Chief Audit Executive is responsible for coordinating the audit efforts of the Internal Audit Department with those of the Auditor of Public Accounts and other external auditors as applicable.

The coordination of audit efforts should be planned and defined as part of the scope for proposed audits to ensure effectiveness. This coordination will provide reasonable assurance that the work of all auditing groups is complementary, providing proper coverage, and minimizing duplication of effort.

ASSURANCE AND CONSULTING SERVICES

Assurance services include objective examination of evidence for the purpose of providing an independent assessment on governance, risk management, and control processes for the organization. Examples may include financial, performance, compliance, system security, and due diligence engagements.

Consulting and related client service activities, the nature and scope of which are agreed with the client, are intended to add value and improve an organization's governance, risk management, and control processes without the internal auditor assuming management responsibility. The Internal Audit Department will perform consulting services, beyond internal audit's assurance services, to assist management in meeting its objectives. Examples may include counsel, facilitation, process design, training, and advisory services.

Consulting services objectives shall be consistent with University values and goals; focus on managing risk, adding value, and enhancing operations; and be understood by the client. Also, in the course of providing consulting services, Internal Audit will be alert to significant risks and control matters, incorporate knowledge gained into future engagements, and communicate issues to higher levels. These services will be provided at the discretion of the Chief Audit Executive where they do not represent a conflict of interest or detract from Internal Audit's obligation to the Board of Visitors or the President.

AUDIT REPORTS

At the conclusion of each audit, the department or activity audited will be provided an opportunity to respond in writing to the findings, conclusions, and recommendations of the Internal Audit Department. An exit conference will be held with responsible management of the department or activity reviewed. All findings, conclusions, and recommendations will be discussed and any differences of opinion will be noted.

A formal audit report will be issued after the exit conference. This report will contain a summary of the department or area reviewed, the objectives of performing the audit, methods used, detailed explanations of findings, and recommendations for improvement. A section of the report will also include management's response to Internal Audit's findings and recommendations when received within a reasonable timeframe.

Management's written corrective action plan shall include the individual responsible for implementing the recommendation, the timetable for anticipated completion of action to be taken and an explanation for any recommendations not addressed or agreed upon. In addition, management shall be given 10 business days from the date of the exit conference to provide written responses to the Chief Audit Executive.

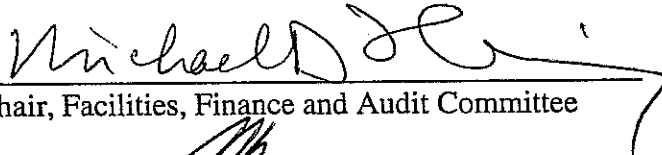
Audit reports will be addressed to the responsible Cabinet member or Executive and senior manager of the department or activity reviewed. Copies will be forwarded to the Board of Visitors, the University President, the State Inspector General, the Auditor of Public Accounts, and other persons deemed necessary.

The Internal Audit Department will conduct follow-up reviews on audits performed to ensure that recommendations to address the most significant risks have been considered and acted upon. Distribution of the follow-up report will be the same as the original report.

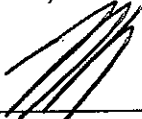
APPROVED THIS 16th DAY OF SEPTEMBER 2016.



Rector, Virginia State University Board of Visitors



Chair, Facilities, Finance and Audit Committee



President, Virginia State University

RESOLUTION OF THE
VIRGINIA STATE BOARD OF VISITORS

APPROVAL OF

STUDENT ATHLETE DISCIPLINE POLICY

WHEREAS, Section 23-165.6 of the Code of Virginia provides the statutory authority for the Board of Visitors of Virginia State University to direct the affairs of the University and

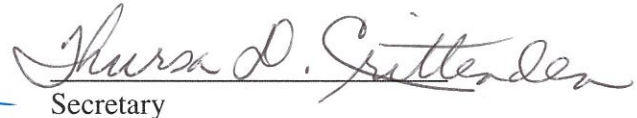
WHEREAS, Student-athletes and team success contribute to the University's overall image and

WHEREAS, Student-athletes are highly visible and any on-the-field or off-the-field discipline problems of student-athletes are often magnified and may reflect poorly on the image of the University,

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Student-Athlete Discipline Policy.



Rector



Secretary

9.16.16

Date

9.16.16

Date

Virginia State University
Policies Manual

Title: Student-Athlete Discipline

Policy: XXXX

Purpose

Athletics is a fundamental part of the multi-dimensional education experience offered at Virginia State University (VSU). Our student-athletes and our team successes contribute to the overall image of the University. As a result of the visibility of collegiate athletics, student-athletes have additional responsibilities, which include, but are not limited to, performing to the best of their ability, both academically and athletically, and contributing on and off the field in a manner that reflects positively on the student, athletic team, Department of Intercollegiate Athletics and the University.

Student-athletes, like all students, are held accountable under all institutional policies and procedures, such as the VSU Student Handbook and Student Code of Conduct. Violations of these policies and procedures will be administered through the Office of Student Conduct as prescribed.

Student-Athletes are also governed by requirements of the VSU Student-Athlete Handbook and the rules and regulations of the National Collegiate Athletic Association (NCAA) and the Central Intercollegiate Athletics Association (CIAA). Violations of the VSU Student-Athlete Handbook, or rules and regulations of the NCAA and CIAA, are administered through the Office of the Athletics Director as prescribed.

Policy Statement

Each member of the Virginia State University community shares in the responsibility for his/her personal conduct, and in some cases, may assume reasonable responsibility for the behavior of others. All students are required to engage in responsible conduct that positively reflects the University community and themselves. Pursuant to § 23-9.2:3 of the *Code of Virginia*, as amended (replaced by Va. Code § 23.1-1301.B.6 of the Code of Virginia effective October 1, 2016), the VSU Board of Visitors (BOV) is required to establish rules and regulations addressing the conduct of students while attending the University. Further, the VSU BOV is charged, pursuant to Va. Code § 23-2.5 (replaced by Va. Code § 23.1-1303.B.7 effective October 1, 2106), to establish a policy for the discipline of students who participate in varsity intercollegiate athletics. This policy specifically addresses the conduct of student-athletes and the disciplinary and reporting requirements involving varsity collegiate athletics at the University.

Definitions

Central Intercollegiate Athletics Association (CIAA): an American collegiate athletic conference which consists of 12 institutions of higher education ranging from Pennsylvania to North Carolina and is affiliated with the Division II level of the National Collegiate Athletic Association (NCAA).ⁱⁱ

National Collegiate Athletic Association (NCAA): a membership-driven organization dedicated to safeguarding the well-being of student-athletes and equipping them with the skills necessary to succeed on the playing field, in the classroom and throughout life. NCAA members - mostly colleges and universities, but also conferences and affiliated groups - work together to create the framework of rules for fair and safe competition. Those rules are administered by NCAA national office staff, which also organizes national championships and provides other resources to support student-athletes and the schools they attend.

Virginia State University
Policies Manual

Title: Student-Athlete Discipline

Policy: XXXX

Student-Athlete: a student who participates in varsity intercollegiate athletics at Virginia State University.

Student: A person who has been admitted to or has enrolled at the University and has not completed a program of study for which he/she has enrolled; or has completed a program of study and has satisfied all academic requirements for the program, but has not been awarded a degree at the time of the offense. Student status exists regardless of whether the University is in session (i.e. spring break and summer).

Authority, Responsibility, and Duties

It is a privilege, and not a right, to participate in intercollegiate athletics. In accepting these privileges, student-athletes accept all the responsibilities of representing the University. In addition to NCAA, CIAA, institutional and department rules, student-athletes are expected to follow team rules and practices set forth by their coaches.

Student-athletes are expected to conduct themselves, whether on or off-campus, in manner that positively represents the University, their team and their family. Student-athletes who do not conduct themselves in a manner consistent with these expectations may be subject to discipline in keeping with federal, institutional, departmental and team protocols as well as the policies and laws of the Commonwealth of Virginia.

Infractions of policy or law by student-athletes will be adjudicated accordingly:

- a. Violations of the VSU Student-Athlete Handbook will be referred to the Office of the Athletic Director and handled according to the procedures outlined in the Student-Athlete Handbook;
- b. Violations of the VSU Student Handbook and Student Code of Conduct will be referred to the Office of Student Conduct (or the appropriate law enforcement body) and handled according to the procedures outlined in the VSU Student Handbook;
- c. Violations of the University's Title IX and related policies will be referred to the University's Title IX Coordinator and handled in accordance with the University's Discrimination Grievance Procedures;
- d. Violations of local, state or federal law will be referred to the appropriate law enforcement body, who may contact the Office of Student Conduct; and
- e. Violations that may be considered infractions under more than one Handbook, policy or law will be handled in a manner that does not conflict with the Constitution of the United States or the Constitution of Virginia.

Sanctions

Sanctions will be commensurate with the severity and/or the frequency of any violation of this policy, University conduct provisions, state policy, federal protocols, or the laws of the Commonwealth of Virginia.

Approval and Effective Date

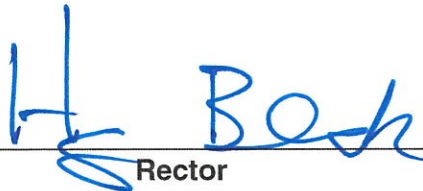
This initial policy is effective on date of the Rector's signature. This policy shall be reviewed and revised as needed, unless otherwise noted.

Virginia State University
Policies Manual

Title: Student-Athlete Discipline

Policy: XXXX

Approval By: _____


Rector

Date: _____

9.16.16

References:

VSU Student Code of Conduct, <http://www.vsu.edu/student-life/support-and-resources/student-code-of-conduct.php>

VSU Student-Athlete Handbook,
http://govsutrojans.com/documents/2013/11/14/Student-Athlete_Handbook_2013-2014.pdf?tab=student-athlethehandbook

VSU Student Handbook, <http://www.vsu.edu/files/docs/student-activities/2014-2015-student-handbook.pdf>

ⁱ <http://www.theciaa.com/landing/index>

ⁱⁱ <http://www.ncaa.com/>

VIRGINIA STATE UNIVERSITY
Petersburg, Virginia
RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS

APPROVAL OF
SIX-YEAR PLAN UPDATE

WHEREAS, Article III, Section 1.5 of the Board of Visitors Bylaws provides that the Academic and Student Affairs Committee shall have control and oversight over all academic and student programs and activities. Academic and student programs and activities. Academic and student programs and activities of the University to include curriculum, land-grant, faculty appointments, promotions, tenure and compensation, recruitment, admissions and registration, residence life, health services, cultural affairs, student organizations, athletics, and such other related matters as shall be so recognized by the Board; and

WHEREAS, the VSU Six-Year Plan (SYP) objectives underwent minor emendations with the appointment of the University President Makola M. Abdullah, who began his tenure on February 1, 2016. Dr. Abdullah immediately articulated the following five major foci for the 2016-17 fiscal/academic year during which time a new strategic plan will be developed:

1. Providing transformative experiences for students
2. Strategically investing in academic programs
3. Emphasizing the University's position as a top Land-Grant University
4. Embracing VSU as Virginia's *Opportunity University*
5. Collectively telling the VSU story

WHEREAS, the governing board of each public institution of higher education shall develop and adopt biennially and amend or affirm annually a six-year plan for the institution and shall submit that plan to the Council, the Governor, and the Chairs of the House Committee on Appropriations and the Senate Committee on Finance no later than July , of each odd-numbered year, and shall submit amendments to or affirmation of that plan no later than July 1 of each even-numbered year or at any other time permitted by the Governor or General Assembly.

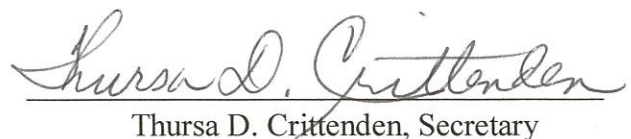
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Six-Year Plan Update.



Harry Black, Rector

9.16.16

Date



Thursa D. Crittenden, Secretary

9.16.16

Date

VIRGINIA STATE UNIVERSITY
Petersburg, Virginia
RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS

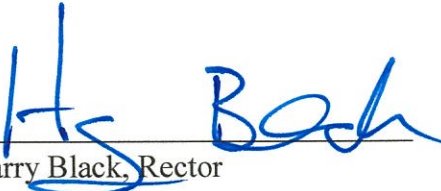
APPROVAL OF
RN-TO-BSN PROGRAM

WHEREAS, Article III, Section 1.5 of the Board of Visitors Bylaws provides that the Academic and Student Affairs Committee shall have control and oversight over all academic and student programs and activities. Academic and student programs and activities. Academic and student programs and activities of the University to include curriculum, land-grant, faculty appointments, promotions, tenure and compensation, recruitment, admissions and registration, residence life, health services, cultural affairs, student organizations, athletics, and such other related matters as shall be so recognized by the Board; and

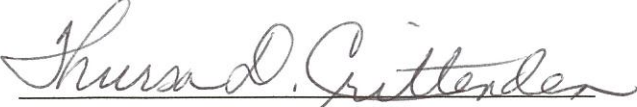
WHEREAS, VSU the Department of Nursing will establish a BSN completion program in accordance with the *Essentials of Baccalaureate Education for Professional Nursing Practice* by the American Association of Colleges of Nursing (AACN). The University will seek accreditation from the Commission on Collegiate Nursing Education (CCNE) as stated in the *Standards for Accreditation of Baccalaureate and Graduate Degree Nursing Programs* following the first graduation.

WHEREAS, the intent of the program is to provide a seamless transition from the associate's degree or diploma in nursing to the BSN. Admissions criteria will include an unencumbered RN license with a cumulative grade point average of 2.0 from their pre-licensure program. Additional requirements will include satisfactory criminal background, current fingerprints, and two professional/educational references.


NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Six-Year Plan Update.



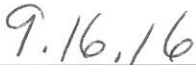
Harry Black, Rector



Thursa D. Crittenden, Secretary



Date



Date

VIRGINIA STATE UNIVERSITY
Petersburg, Virginia
RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS

APPROVAL OF

**ELIMINATION OF PROGRAM OR DEPARTMENT NOT MANDATED BY
FINANCIAL EXIGENCY AND ASSOCIATED FACULTY IMPACT**

WHEREAS, program *discontinuation* must reflect long-range strategic **planning and** judgments that *facilitate* the educational mission of the institution *and its ongoing sustainability and advancement*. “Educational considerations” do not include cyclical or temporary variations in enrollment, but may include continued failure to meet state requirements for productivity and effectiveness or as a result of a declaration of a state of financial exigency.

WHEREAS, Article III, Section 1.5 of the Board of Visitors Bylaws provides that the Academic and Student Affairs Committee shall have control and oversight over all academic and student programs and activities. Academic and student programs and activities. Academic and student programs and activities of the University to include curriculum, land-grant, faculty appointments, promotions, tenure and compensation, recruitment, admissions and registration, residence life, health services, cultural affairs, student organizations, athletics, and such other related matters as shall be so recognized by the Board; and

WHEREAS, elimination or formal discontinuance of a program or department of instruction will be based essentially upon educational considerations, as determined through the Strategic Planning Committees of both the University Council and Faculty Senate, in consultation with the affected program or department and the school in which the program or department is located. The request for the elimination or formal discontinuance of a program or department of instruction would proceed to the Curriculum and Academic Issues Committee of the Faculty Senate, the Faculty Senate, and the University Council; and

WHEREAS, the University Council forwards this request to the Provost/Vice President for Academic Affairs (VPAA). The Provost/VPAA makes the formal recommendation to the President, who presents the recommendation to the Board of Visitors (BOV). The BOV makes the final decision regarding rejection or approval of this recommendation.

Termination of an appointment with continuous tenure may occur as a result of formal elimination of a program or department of instruction.²

1. Before the Administration issues notice to a faculty member of its intention to terminate an appointment due to formal elimination of a program or department of instruction, the University will make every effort to place the faculty member concerned in another related discipline position in which they have the appropriate credentials as determined by the Southern Association of Colleges and Schools Commission on Colleges. This will be done following consultation with the faculty within that related discipline department. If placement in another position would be facilitated by a *reasonable* period of training, financial and other support for such training will be offered. A *reasonable* period of training will be considered a maximum of three-years after the formal termination of the program by the BOV

Elimination of Program or Department not Mandated by Financial Exigency and Associated Faculty Impact

Page 2

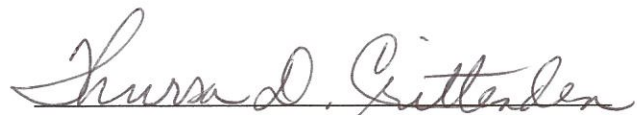
or State Council for Higher Education of Virginia (SCHEV). The date of a formal termination will be deemed the date of a BOV resolution or official SCHEV notification.

If no position is available within the University, with or without retraining, and the faculty member is tenured, the faculty member's appointment then may be terminated, but only with provision for severance salary as provided for in the *Faculty Handbook* and equitably adjusted to the tenured faculty member's length of past and potential service. When the University proposes to discontinue a program or department of instruction, it should plan to bear the costs of reassigning, training, or otherwise compensating tenured faculty members adversely affected.

2. A faculty member may appeal a proposed internal reassignment or termination resulting from program elimination and has a right to a hearing before the Appeals Subcommittee of the Faculty Senate Committee on Reconciliation. The essentials of an on-the-record adjudicative hearing will be observed. The issues in such a hearing may include the University's failure to satisfy any of the conditions specified in this policy. In such a hearing, a faculty determination that a program or department is to be discontinued will be considered presumptively valid, but the soundness of argument on other issues will rest on the Administration. *The Committee's recommendation will be submitted directly to the President whose disposition is final.*



Harry Black, Rector



Thursa D. Crittenden, Secretary

9.16.16

Date

9.16.16

Date

VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS
RESOLUTION FOR APPROVAL TO CONFER VISITOR EMERITUS
UPON MS. DAPHNE MAXWELL REID

WHEREAS, Article II, Section 1.5 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

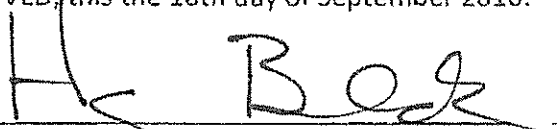
WHEREAS, Virginia State University expresses gratitude for the tireless efforts of outstanding citizens who have demonstrated a professional commitment to the Commonwealth of Virginia and higher learning; and

WHEREAS, Virginia State University received the benefit of eight years of distinctive and meritorious service contributed by Ms. Daphne Maxwell Reid, a former Board of Visitors member; and

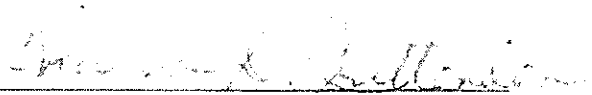
WHEREAS, Virginia State University recognizes Ms. Daphne Maxwell Reid for continued service and invaluable support as a mentor and consultant to the Board, providing the benefit of her previous experience as a visitor;

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


APPROVED, this the 16th day of September 2016.



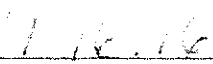
Harry Black, Rector



Thursa D. Crittenden



Date



Date

**RESOLUTION
BOARD OF VISITORS
VIRGINIA STATE UNIVERSITY**

WHEREAS, the Virginia State University Foundation ("VSUF") and the Virginia State University Real Estate Foundation ("VSUREF"), collectively, the "Foundations," have created a joint venture entity known as the VSU Trojan Development Company, LLC (the "Trojan Development Company"), the sole members of which are the Foundations, which thereby control the Trojan Development Company; and

WHEREAS, as authorized by the 2014 Special Session 1, Virginia Acts of Assembly, Chapter 2, Item C-19.10, and by Section 23-4.1 of the Code of Virginia (1950), as amended, Grantor conveyed by deed dated November 20, 2014 and recorded January 30, 2015 in Deed Book 10763 at Page 0872 (the "Deed"), eleven parcels of real property lying and being in the County of Chesterfield, Virginia, and containing in the aggregate 3.1485 acres, more or less (the "Property") for the sum of Three Hundred and Twenty-Eight Thousand and NO/100 Dollars (\$328,000.00) (the "Payment") and for the purpose of Grantee's development and construction on the Property of a mixed-use facility comprised of commercial/retail office space on the first floor of the facility and market rate residential apartments on the upper floors of the facility (the "Project"); and

WHEREAS, the Trojan Development Company and the University expect the Project to (i) enhance the revitalization of a vital corridor adjacent to the University; (ii) provide needed facilities and services to satisfy residential, commercial, and retail consumer needs of the University and Ettrick community; and (iii) include a mutually acceptable support agreement between the University and the Foundations and the Trojan Development Company (the "Support Agreement"), which agreement shall, among other things: allow the University, as a lessee to lease space in the Project; contain a binding obligation on behalf of the Trojan Development Company to make annual support payments to the University; and restrict the Trojan Development Company to include uses in the Project that complement the University community; and

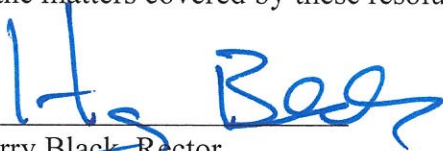
WHEREAS, the aforesaid deed provided that if Grantee fails to settle its financing for the Project and fails to make the payment of such further consideration in full by October 31, 2016, then all of Grantee's rights, title and interest in and to the Property, including any improvements constructed thereon, will immediately terminate and automatically revert to and revest in Grantor, without further act or deed; and

WHEREAS, in Grantor's opinion Grantee has operated in good faith and needs additional time to secure its financing for the Project, and furthermore Grantor and will not be harmed by an extension; and

WHEREAS, at its meeting on September 16, 2016, the University's Board of Visitors approved a motion to grant to the extension and grant the President and his designees the authority to execute all necessary legal documents, after review by legal counsel, relating to the Chesterfield Avenue Property.

NOW, THEREFORE BE IT:

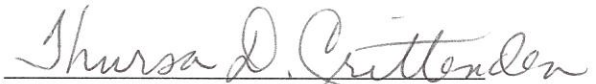
1. **RESOLVED**, the Board, through its prior grant of authority, grant a ninety (90) day extension on the reversion aforementioned deed to the Trojan Development Company, LLC; it is
2. **FURTHER RESOLVED**, that the term of the Deed of Extension will begin on November 1, 2016 and terminate on January 31, 2017; and it is
3. **FURTHER RESOLVED**, that the University President and/or his designee is hereby authorized to execute and deliver, on behalf of the University, all legal documents, after review by University legal counsel and approval as to form by the Office of the Attorney General, for the amendments to the aforementioned deed, including the Support Agreement and any deeds, leases or easements, and such other documents and agreements, all with such rights, restrictions, or covenants as the aforementioned President or his designee deems necessary or advisable to carry out the terms and provisions of the foregoing documents and to effectuate the purposes of the foregoing resolutions. The above referenced execution authority granted to the University President or his designee is limited to the matters covered by these resolutions.



Harry Black, Rector

9.16.16

Date



Thursa Crittenden, Secretary

9.16.16

Date