

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS**  
**FULL BOARD MEETING - FRIDAY; APRIL 23, 2021**  
*Gateway Dining & Event Center, Second Floor Salons*  
 2804 S. Martin L. King, Jr. Blvd. (On the campus of Virginia State University)

**AGENDA**  
 (As of 4.22.21)

12:30 p.m.

**FULL BOARD MEETING CONVENED**  
 (No Public Comment Period Scheduled)

12:30 – 5:00 pm

Rector Huron F. Winstead, Presiding

- Roll Call
- Invocation (Pastor Jasmyn Graham)
- Approval of Agenda
- Rector's Remarks
- President's Remarks

**BOARD APPROVAL(S)**

- Minutes, February 5, 2021 Full Board Meeting

**Committee Reports**

- **Executive Committee**
  - Approval of Committee Minutes, March 18, 2021
  - Election of Board Officers, 2021-2023
  - Proposed Board Meeting Schedule, 2021-2022
  - Reaffirmation of Board Documents
    - Board Bylaws
    - Board Code of Ethics
    - Board Statement of Governance
    - Board FOIA Rights and Responsibilities
- **Facilities, Finance & Audit Committee**
  - **Approval Item(s):**
    - Proposed Operating Budget for 2021-2022
    - Unfunded Scholarships for 2021-2022
    - 2022-2028 Six Year Capital Outlay Plan
    - Audit Plan
    - Audit Charter
  - **Information Item:**
    - Summary of Updates the Division of Finance, Internal Audit, Technology Services
- CLOSED SESSION – Internal Audit

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- **Academic & Student Affairs Committee**
    - **Approval Item(s):**
      - Candidates for Promotion and Tenure
      - Candidates for Sabbatical Leave
      - Nominees for Honorary Doctorate
      - Nominees for Faculty Emeritus
      - Education M.Ed. Online Program
      - Resolution honoring Mr. DeAndrea Neal
    - **Information Item:**
      - Summary of Updates from Enrollment Management, Academic & Student Affairs Division
    - Reports from the Faculty and Student Representatives
      - Dr. Ceslav Ciobanu, Faculty Representative
      - Mr. Kameron Gray, Student Representative
    - Remarks from the Staff Senate
      - Ms. Monica Brown, Chair
    - CLOSED SESSION – Academic Affairs
  - **Institutional Advancement Committee**
    - **Approval Item(s):**
      - Resolution to confirm naming of Dominion Energy Summer Bridge Program
      - Resolution to Rename campus buildings (formerly named Bryd Hall, Eggleston Hall, Trinkle Hall, Vawter Hall)
    - **Information Item:**
      - Summary of Updates (Sponsored Programs, Government Relations, Communications, Office of Institutional Advancement)
    - CLOSED SESSION – Institutional Advancement
- Break (30 minutes)*
- **Personnel, Compensation & Governance Committee**
    - **Approval Item(s):**
      - Resolution to approve VSU Early Retirement Plan

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- **Personnel, Compensation & Governance Committee (con't)**
  - **Information Item(s):**
    - Board Matrix
    - President's Performance Evaluation (CLOSED SESSION)

**Report of Affiliated Foundation(s)**

- Ms. Beverly Stith-Finch, Chair, VSU Foundation Board
- Mr. Franklin Johnson, President, VSU National Alumni Association

**Legal Counsel Update** (*if necessary*)

**Announcements**

**Adjournment**

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS**  
**FULL BOARD MEETING MINUTES**  
**April 23, 2021**

*The Full Board Meeting was held on the 2<sup>nd</sup> floor of the Gateway Dining Events Center  
Salon A, on the campus of Virginia State University*

**CALL TO ORDER**

Mr. Huron Winstead, Rector, called the meeting of the Virginia State University (VSU) Board of Visitors (Board) to order at approximately 12:30 p.m.

**ROLL CALL**

A quorum was present.

*Board Members Present:*

Mr. Huron F. Winstead, Rector  
Mr. Charlie W. Hill, Vice Rector (*electronic communication*)  
Ms. Thursa Crittenden, Secretary (*electronic communication*)  
Dr. Valerie Brown  
Ms. Pamela A. Currey  
Dr. Christine M. Darden  
Mr. Michael Flemming  
Ms. Shavonne Gordon  
Mr. Raul Herrera (*electronic communication*)  
Mr. William L. Murray  
Mr. Xavier Richardson (*electronic communication*)  
Mr. Glenn Sessoms (*electronic communication*)  
Mr. James J.L. Stegmaier (*absent*)  
Mr. Wayne Turnage  
Mr. Gregory Whirley  
Dr. Ceslav Ciobanu, Faculty Representative to the Board  
Mr. Kameron K. Gray, Student Representative to the Board (*electronic communication*)

*Administration Present:*

Dr. Makola M. Abdullah, President  
Dr. Donald Palm, Provost/Senior Vice President for Academic Affairs  
Kevin Davenport, Vice President for Finance & Administration/CFO  
Hubert D. Harris, Chief of Staff  
Tonya Hall, Vice President for External Relations  
Regina Barnett-Tyler, Interim Associate Vice President for Student Success and Engagement  
Rodney Hall, Assistant Vice President, Enrollment Management  
Sheila Alves, Chief Audit Executive, Internal Audit  
Dr. Gwendolyn Dandridge, Director of Communications  
Eldon Burton, Director of Government Relations  
Dr. Annie C. Redd, Special Assistant to the President/Board Liaison  
Dr. Tia Minnis, Associate Vice Provost/Executive Dir., Office of Planning & Effectiveness

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### *Legal Counsel Present:*

Deborah A. Love, Senior Assistant Attorney General and Chief, Education Section

### *Other Attendees:*

Brenda Stith-Finch, Chair, VSU Foundation Board

Travis Edmonds, Information Technology Services

Yourdonus James, Office of Conference Services

Monica Brown, Chair of Staff Senate

Dr. Danika Clemmons, Director, Student Health Center

## **OPENING REMARKS**

Rector Winstead invited Mr. Rodney Hall to offer the invocation.

## **APPROVAL OF AGENDA**

The Board approved the agenda by roll call vote.

The following Board members participated by electronic means from remote locations identified below. The Board members participated by Cisco WebEx virtual meeting.

- Mr. Hill located in Hampton, VA; unable to attend due to health reasons.
- Ms. Crittenden located in Suffolk, VA; unable to attend due to health/caregiving reasons.
- Mr. Herrera located in Burke, VA; unable to attend due to reasons related to health and caregiving responsibilities.
- Mr. Richardson located in Fredericksburg, VA; unable to attend due to business and professional reasons relative to corporate policy.
- Mr. Glenn Sessoms, West Cordova, TN; unable to attend due to health reasons.

## **RECTOR'S REMARKS**

Rector Winstead thanked the Board members for their attendance and thanked the committees and chairs for their work. Rector Winstead invited President Abdullah to give remarks.

## **PRESIDENT'S REMARKS**

President Abdullah thanked the Board members for attending the meeting and for their service to the University. The President presented university highlights which included updates re: the status of COVID-19 on campus, community COVID-19 vaccinations, and projected enrollment. The President shared recent developments such as VSU receiving \$1 million STEM grant, hosting the first democratic gubernatorial debate, renaming of 4 campus buildings, and receiving recognition in accelerating student learning by diversifying the teaching profession. President Abdullah also acknowledged Dr. Ceslav Ciobanu and Mr. Kameron Gray who were both re-elected to their respective leadership roles in the Faculty Senate and Student Government Association.

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### **BOARD APPROVALS**

(Recommendations for approval to the full Board that come from Board committees do not require a second)

Action on the minutes of the February 5, 2021 Full Board Meeting with one revision to reflect that Visitor Whirley was not present for the vote taken to approve the motion from the Personnel, Compensation & Governance Committee to move forward in developing a board matrix (Approved). The motion was properly seconded and passed by roll call vote. James Stegmaier was not present for the vote.

Action on the proposed Board Meeting Schedule, 2021-2022 (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the reaffirmation of Board Documents: Bylaws, Code of Ethics, Statement of Governance, FOIA Rights and Responsibilities (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Resolution for approval of the Proposed Operating Budget for 2021-2022 (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Establishment of a Facilities, Finance and Audit Sub-committee on Investment Opportunities (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Resolution for approval of Unfunded Scholarships for 2021-2022 (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Resolution for approval of the 2022-2028 Six Year Capital Outlay Plan (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Resolution for approval of the Internal Audit Plan (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Resolution for approval of the Internal Audit Charter (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Candidates for Promotion and Tenure (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

#### Approved for Promotion & Tenure

- College of Agriculture
  - Dr. Rafat Siddiqui, Tenure and Promotion to Professor
  - Dr. Laban Rutto, Promotion to Professor
  - Dr. Chyer Kim, Tenure and Promotion to Associate Professor

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Approved for Promotion & Tenure (continued)

- College of Natural and Health Sciences  
Dr. Juanita Sharpe (Associate Professor) - Tenure
- College of Engineering and Technology  
Dr. Jahangir Ansari, Promotion to Full Professor  
Dr. Benedict Uzochukwu, Promotion to Full Professor  
Dr. Peng Cheng, Tenure and Promotion to Associate Professor
- College of Humanities and Social Sciences  
Dr. Kawachi Clemons, Tenure and Promotion to Full Professor
- Reginald F. Lewis College of Business  
Dr. Aurelia Donald, Tenure and Promotion to

Action on the Candidate(s) for Sabbatical Leave (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Approved for Sabbatical Leave

- Dr. Xianfa Xie, Professor of Biology in the College of Natural and Health Sciences

Action on Recommendations for Professor Emeritus (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Approved for Professor Emeritus

- Dr. Krishan Agrawal, Department of Mathematics
- Dr. Maxine Sample, Department of Languages and Literature
- Dr. Linda Person, Department of Health, Physical Ed. & Recreation
- Dr. Freddy Thomas, Department of Languages and Literature
- Dr. Gerald Burton, Department of Mathematics
- Dr. Donna Crawford, Department of Languages and Literature
- Dr. Lillie Bailey, Department of Languages and Literature

Action on the Resolutions for approval of Honorary Doctorate (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Approved for Honorary Doctorate Degrees

- Harry E. Black
- Luke Torian
- Roslyn Tyler
- Benjamin Crump
- Jona McKee
- Porcher Taylor
- Gladys West

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Action on the Education M.Ed. Online Program (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

Action on the Resolution honoring Mr. DeAndrea Neal (Approved). The motion passed by roll call vote. James Stegmaier was not present for the vote.

## COMMITTEE REPORTS

### Executive Committee

Rector Winstead tabled approval of the Executive Committee minutes from March 18, 2021 until the next committee meeting. Rector Winstead provided a recap of the March 18<sup>th</sup> Executive Committee meeting: The Executive Committee did not accept the original slate as presented by the Vice Rector. The Executive Committee reviewed all nominations, developed an alternative slate, and voted to recommend that slate to the full Board. At the request of Vice Rector Hill, Rector Winstead presented the slate of officers as recommended by the Executive Committee to the full Board for approval. The motion to accept the slate was properly seconded and passed with a roll call vote. James Stegmaier and Xavier Richardson were not present for the vote.

Rector Winstead then called for nominations from the floor. Nominations were offered by Vice Rector Hill for the positions of Rector - James Stegmaier, Vice Rector - Valerie Brown, and Chair of the Facilities, Finance & Audit (FFA) Committee - Gregory Whirley. Rector Winstead conducted a roll call vote for the positions with nominations from the floor: for Rector: Valerie Brown-11, James Stegmaier-2; and for Chair, FFA Committee: James Stegmaier-11, Gregory Whirley-2. Since Valerie Brown was voted as Rector-Elect, her nomination for Vice Rector was of no consequence. James Stegmaier and Xavier Richardson were not present for the vote.

Rector Winstead announced the nominees for the remaining positions of vice rector, secretary, committee chairs, and foundation liaisons and called for a motion to accept the slate of nominees as submitted by the Executive Committee. The motion was made and properly seconded and passed by roll call vote. James Stegmaier and Xavier Richardson were not present for the vote.

Rector Winstead congratulated the new Board officers, committee chairs, and foundation liaisons for July 1, 2021- June 30, 2023:

- Rector - Valerie Brown
- Vice Rector - Glenn Sessoms
- Secretary - Christine Darden
- Chair, Academic & Student Affairs - Pamela Currey
- Chair, Facilities, Finance & Audit - James Stegmaier
- Chair, Institutional Advancement - Shavonne Gordon
- Chair, Personnel, Compensation & Governance - Raul Herrera
- Liaison to the VSU Foundation - Gregory Whirley
- Liaison to the Real Estate Foundation - William Murray

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Facilities, Finance & Audit Committee

On behalf of the Committee, Dr. Valerie Brown, Chair, presented resolutions for approval of the Proposed Operating Budget for 2021-2022, Unfunded Scholarships for 2021-2022, 2022-2028 Six Year Capital Outlay Plan, Audit Plan, and the Audit Charter. Dr. Brown also presented a recommendation from the committee for the Vice President for Finance & Administration/CFO to establish a Sub-committee on Investment Opportunities. Dr. Brown provided a summary of the reports from the Division of Finance, Internal Audit, and Technology Services which were presented at the April 22<sup>nd</sup> committee meeting. Rector Winstead called for a closed session to conduct the Board's Annual Meeting with the Chief Audit Executive.

**CLOSED SESSION**

The Board convened a closed session at 2:01 p.m. pursuant to § 2.2-3711 (A)(1) and § 2.2-3711(A)(8) of the Code of Virginia involving the discussion of personnel matters and consultation with legal counsel regarding specific legal matters requiring provision of legal advice. More specifically, discussion as per the Audit Charter with the Internal Auditor. The motion called for Shelia Alves, Chief Audit Executive, Malika Blume, Internal Audit; and Deb Love, Senior Assistant Attorney General, Chief, Education Section to attend the closed meeting because (1) their presence in the closed meeting is deemed necessary; and/or (2) their presence will aid the Board in its consideration of this matter.

The Board re-convened in open session at 2:35 p.m. with a roll call vote that the Committee discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motions by which the closed meeting was convened.

Academic & Student Affairs Committee

On behalf of the Committee, Ms. Pamela Currey, Chair, presented candidates for promotion and tenure, sabbatical leave, honorary doctorate degrees, and professor emeritus for approval to the full Board. Ms. Currey also presented resolutions for approval of the online Master's degree of Education and a resolution honoring Mr. DeAndrea Neal, a VSU employee in the Division of Student Success and Engagement who passed in 2021. Ms. Currey provided a summary of the reports from Enrollment Management, Division of Academic & Student Affairs, and the Department of Police & Public Safety which were presented at the April 22<sup>nd</sup> committee meeting.

The Chair called on the Faculty and Student representatives to offer remarks. Dr. Ceslav Ciobanu offered remarks on behalf of the Faculty Senate. Mr. Kameron Gray gave updates on behalf of the Student Government Association (SGA) including leading student concerns and a summary of SGA activities and community service on and off campus. The Chair also invited Ms. Monica Brown, Chair, to give remarks on behalf of the Staff Senate. President Abdullah expressed his thanks and appreciation to each chair/president for their leadership in their respective constituencies.

Institutional Advancement Committee

On behalf of the Committee, Mr. Xavier Richardson, Chair, presented resolutions for approval to the full board: Resolution to confirm naming of Dominion Energy Summer Bridge Program, and the Resolution to rename campus buildings (formerly named Byrd Hall, Eggleston Hall, Trinkle Hall, and Vawter Hall). Mr. Richardson provided a summary of the reports from Sponsored Programs, Government Relations,

**FULL BOARD MEETING MINUTES  
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Office of Communications, and the Office of Institutional Advancement which were presented at the April 23<sup>rd</sup> committee meeting.

Personnel, Compensation & Governance Committee

On behalf of the Committee, Mr. Glenn Sessoms, Chair, presented a resolution for approval of the VSU Early Retirement Plan to the full board. Ms. Crittenden gave an update on the board matrix which the committee is working on for presentation at the Board's August Retreat.

Rector Winstead called for the Board to go into closed session for discussion of the President's Performance Evaluation.

**CLOSED SESSION**

The Board convened a closed session at 4:11 p.m. pursuant to § 2.2-3711 (A)(1) Code of Virginia involving the discussion of personnel matters specifically, discussion of the President's Performance Evaluation for 2020-2021. The motion called for Dr. Makola M. Abdullah, President; Dr. Annie C. Redd, Special Assistant to the President/Board Liaison; and Deb Love, Senior Assistant Attorney General, Chief, Education Section, to attend the closed meeting because (1) their presence in the closed meeting is deemed necessary; and/or (2) their presence will aid the Board in its consideration of this matter.

The Board re-convened in open session at 5:47 p.m. with a roll call vote that the Committee discussed or considered only those public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motions by which the closed meeting was convened.

**REPORT OF AFFILIATED FOUNDATIONS - No Report(s)**

**LEGAL COUNSEL UPDATE - None**

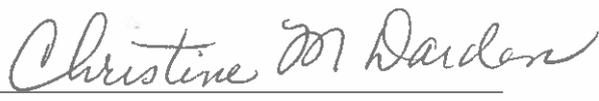
**ANNOUNCEMENTS**

Dr. Valerie Brown expressed thanks to Rector Winstead in recognition that the April 23<sup>rd</sup> meeting is his last Full Board meeting as Rector and a member of the Board of Visitors. Ms. Crittenden added that this is her last meeting as the Board Secretary, and she plans to do whatever she can to assist the new Board Secretary.

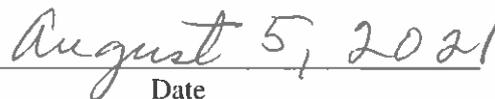
**PUBLIC COMMENT - Rector Winstead opened the floor for public comment.**

**ADJOURNMENT - There being no other business, Rector Winstead adjourned the meeting at approx. 6 p.m.**

  
\_\_\_\_\_  
Valerie K. Brown, Rector

  
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Christine M. Darden, Secretary

  
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Date

  
\_\_\_\_\_  
Date

**RESOLUTION HONORING MR. DEANDREA NEAL**

**April 23, 2021**

Whereas the Trojan community lost a beloved member and loyal son on Friday, April 9, 2021, with the death of Mr. DeAndrea Neal;

Whereas Mr. DeAndrea Neal was a graduate of Virginia State University, class of 1991 (bachelor's degree in marketing) and the class of 1996 (master's degree in Education); and

Whereas Mr. Neal served with caring, dignity, and excellence for more than 30 years at Virginia State University in the area of student affairs;

Whereas he served in several positions including Assistant Director of Student Activities, Director of Student Conduct and Greek Life, and Evening Supervisor of the Student Union;

Whereas he was a football coach and advisor to the Nu Psi chapter of Omega Psi Phi Fraternity Incorporated;

Whereas his sense of humor, kindness, energy and graciousness enriched those fortunate enough to know and work with him;

Whereas he was much loved and respected by his family, friends, co-workers, and many students, who he inspired to become active citizens in their own communities;

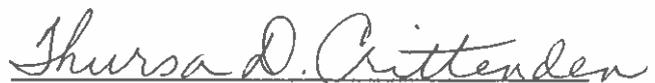
Whereas his true legacy lies in the profound effect he had on the countless men and women he mentored, coached, and advised throughout his career, now,

Therefore, let it be resolved that the Board of Visitors of Virginia State University recognizes the significant contributions of Mr. DeAndrea Neal over the course of his distinguished career and mourns his death; and on behalf of the administration, faculty, staff, and student body members, honors the memory of, and

The Board of Visitors extends its sincerest condolences to Mr. Neal's immediate family and friends on this 23<sup>rd</sup> day of April, 2021.

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Huron F. Winstead, Rector

  
Thursa D. Crittenden, Board Secretary

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

**APPROVING AN HONORARY DEGREE**

*Porcher L. Taylor, Ph.D.*

**WHEREAS**, Porcher L. Taylor, Jr. is one of few living Americans who served the United States in three major wars, World War II, the Korean War, and the Vietnam War a highly decorated veteran who served in the United States Army and Navy; and

**WHEREAS**, Porcher L. Taylor, Jr. is the recipient of 17 military awards, including the Legion of Merit, the Meritorious Service Medal, and the Bronze Star, as well as served as military Aid-de-camp to six Virginia governors; and

**WHEREAS**, Porcher L. Taylor, Jr. was saluted by the Vice President of the United States of America in 2012, the Honorable Joe Biden, as a real American hero; and

**WHEREAS**, Porcher L. Taylor, Jr. served as the Vice President of Student Affairs at Virginia State University 1983-1989. He was named Virginia State University Alumni of the Year in 2008, and recognized on the VSU Sports Wall of Fame. He is president emeritus and organizer of the Howard Baugh Chapter of Tuskegee Airmen, Inc., and recipient of the highest honor from the Tuskegee Airmen, Inc., the Noel Parrish Award; and

**WHEREAS**, Porcher L. Taylor, Jr. chaired the Petersburg Walk against Hunger for 37 year, raising over a half million dollars for underserved populations. Downtown Churches United honored him by changing the event's name to the "The PT Taylor Downtown Churches United Walk Against Hunger". The Virginia Press Association named him as the 2014 Virginian of the Year. This award winning veteran will be celebrating his 96<sup>th</sup> birthday this year.

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Porcher L. Taylor, Jr.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented for Porcher L. Taylor Jr.

  
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**Huron F. Winstead, Rector**

  
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**Thursa D. Crittenden, Secretary**

4. 23. 21  
\_\_\_\_\_  
**Date**

4. 23. 21  
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**Date**

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

**APPROVING AN HONORARY DEGREE**

*Roslyn Tyler*

**WHEREAS**, Roslyn Tyler has been a member of the Virginia House of Delegates since 2006 representing the 75<sup>th</sup> District which includes the Counties of Greensville, Sussex, Southampton, Brunswick, Lunenburg and the Cities of Franklin and Emporia; and

**WHEREAS**, Roslyn Tyler currently serves as the chairperson of the House Education Committee and House Appropriation and Compensation Committee. The Speaker of the House also appointed Delegate Tyler to serve on the Education Commission of the States, Broadband Advisory Board, Southwest Health Care Advisory Board and the Virginia Tobacco Commission Board; and

**WHEREAS**, Roslyn Tyler has been effective in passing two laws to help working families, improving broadband accessibility, creating thousands of jobs, protecting hunters and sportsman rights, voting right, fighting against criminal injustice and health disparities; and

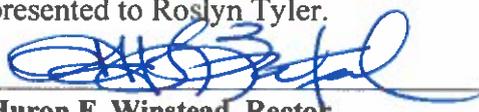
**WHEREAS**, Roslyn Tyler has received numerous recognitions and honors for her outstanding contributions including Virginia Education Association Legislative hero Award, VEQ Hard Rock Award and an Honorary Doctoral Degree from St. Paul College. She has worked as a Clinical Coordinator of Physical therapy for 30 years at the Bon Secours Hospital in Emporia, VA; and

**WHEREAS**, Roslyn Tyler is a strong advocate for early childhood education, increasing funding for k-12, making college tuition affordable and making broadband accessible so each student regardless of their zip code. Delegate Tyler helped pass G3 legislation making it possible for all eligible low to moderate income students can earn a college education or vocational skill.

**WHEREAS**, Roslyn Tyler earned her Bachelor of Science degree in Biology from Virginia State College now University, Bachelor of Science Degree in Physical Therapy from Old Dominion University, and a Master of Science degree in Special Education from Virginia State University.

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Roslyn Tyler.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented to Roslyn Tyler.

  
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Huron F. Winstead, Rector

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Date

  
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Thursa D. Crittenden, Secretary

\_\_\_\_\_  
Date

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

**APPROVING AN HONORARY DEGREE**

*Luke E. Torian*

**WHEREAS**, Luke E. Torian was elected to represent the 52<sup>nd</sup> district in the Virginia House of Delegates in 2009. He serves a constituency of approximately 80,000 Virginians in Prince William County. Delegate Torian is Chair of the Appropriations Committee. He also serves on the Rules and General Laws Committees and the ABC/Gaming Subcommittee in the House of Delegates. He has been a Minister for over 35 years and has served as Pastor of First Mount Zion Baptist Church in Dumfries since 1995; and

**WHEREAS**, Luke E. Torian has played a role in organizations including the Dumfries Creative and Performing Arts Center, Project Mend A House, the Boys and Girls Club, and Action Community Through Service (ACTS). He is founder of Virginians Organized for Interfaith Community Engagement (VOICE); and

**WHEREAS**, Luke E. Torian served on the Cardinal Bank Advisory Board 2000-2003. He supports the many outreach ministries of First Mount Zion Baptist Church, such as SHARE, a program providing reduced cost groceries and meals to community families, the Mary Elizabeth Ministry which serves teen parents, and the Juvenile Detention Ministry; and

**WHEREAS**, Luke E. Torian chairs Virginia's Minority Business Commission and the Major Employment and Investment Project Approval Commission, and is a member of the Commission, and is a member of the Commission on Employee Retirement Security and Pension Reform, the Governor's Advisory Commission on Revenue Estimates, and the Jamestown-Yorktown Foundation Board of Trustees; and

**WHEREAS**, Luke E. Torian earned his Bachelor of Arts in Political Science from Winston Salem State University, earned his Master of Divinity from the School of Theology at Virginia Union University 1987, and earned his Doctor of Ministry degree from Howard University School of Divinity.

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Luke E. Torian.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented to Luke E. Torian.

  
\_\_\_\_\_  
Huron F. Winstead, Rector

  
\_\_\_\_\_  
Thursa D. Crittenden, Secretary

4.23.21  
\_\_\_\_\_  
Date

4.23.21  
\_\_\_\_\_  
Date

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

**APPROVING AN HONORARY DEGREE**

*Jona McKee*

**WHEREAS**, Jona McKee served as First Graduate of Virginia State University to return as Professor of Military Science, he increased the program's enrollment by over 100% and commissioning more than 260 officers of which 28 were Distinguished Military Graduates; and

**WHEREAS**, Jona McKee, served in the Office of the Inspector General, First U.S. Army, Fort Meade, Maryland; Chief Exchange Operations Branch, Service Support division, Logistics Career Department, Quartermaster Center and School, Fort Lee, and Deputy Director of Security, Plans and Operations, Saigon Support Command, 1<sup>st</sup> Logistics Command, Republic of Vietnam; and

**WHEREAS**, Jona McKee has helped raise more than \$1 million for Virginia State University programs. He founded the VSU Athletic Boosters Club in 1963 and served as its president for 41 years. He purchased the Athletic Club's first clubhouse and played a significant role in fundraising to purchase the second; and

**WHEREAS**, Jona McKee founded the VSU Athletic Hall of Fame in 1980 and has served on the Board of the VSU Athletic Club as Honorary Chairman and member of the Athletic Hall and Wall of Fame Committee. He also designed the iconic Athletic Hall of Fame ring; and

**WHEREAS**, Jona McKee is a Distinguished Military Graduate from Virginia State College now University.

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Jona McKee.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented to Jona McKee.

  
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Huron F. Winstead, Rector

  
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Thursa D. Crittenden, Secretary

4.23.21  
\_\_\_\_\_  
Date

4.23.21  
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Date

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

**APPROVING AN HONORARY DEGREE**

*Attorney Benjamin L. Crump*

**WHEREAS**, Benjamin L. Crump has established himself as one of the nation's foremost attorneys and advocates for civil rights and social justice. He has successfully battled to protect constitutional rights at the local, state, and federal levels, using his advocacy skills and the high profile of the cases to provide a voice to those long silenced and hope to those pushed to the outside; and

**WHEREAS**, Benjamin L. Crump has served in leadership positions at the highest levels of the legal profession, and has been recognized for his efforts by numerous esteemed organizations. He also served as the 73<sup>rd</sup> President of the National Bar Association as is President of the National Civil Rights Trial Lawyers Association. He was the first African-American to chair the Florida State University College of Law Board of Directors, and currently serves on the Innocence Project Board of Directors. He was bestowed the NAACP Thurgood Marshall Award, the SCLC Martin Luther King Servant Leader Award, the American Association for Justice Johnny Cochran Award, and the Alpha Kappa Eleanor Roosevelt Medallion for Service. In 2016, he was designated as an Honorary Fellow by the University of Pennsylvania College of Law, and has been nationally recognized as the 2014 NNPA Newspaper of the Year, The National Trail Lawyers Top 100 Lawyers, and Ebony Magazine Power 100 Most Influential African Americans; and

**WHEREAS**, Benjamin L. Crump has represented clients in some of the highest profile cases in the United States, recovering millions of dollars in damages for them. He also has used his successes on the national stage to help ensure quality legal representation and access to the courts for poor people in his home community, serving as Board Chairman of Legal Services of North Florida; and

**WHEREAS**, Benjamin L. Crump fights for those who cannot fight and their families, he advocates for those who have suffered policy abuse of power and excessive force that lead to murder; and

**WHEREAS**, Benjamin L. Crump earned his Bachelor's degree from Florida State University in Criminal Justice in 1992 and his J.D. degree from Florida State College of Law in 1995; and

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Benjamin L. Crump.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented to Benjamin L. Crump.



Huron F. Winstead, Rector



Thursa D. Crittenden, Secretary

4.23.21

Date

4.23.21

Date

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS  
APPROVING AN HONORARY DEGREE  
*Gladys B. West, Ph.D.***

**WHEREAS**, Gladys B. West began her career in 1956 at the Naval Proving Ground, now called Naval Support Facility Dahlgren. She was the second black woman hired at the base and one of only four black employees. During her 42 years of service, Dr. West played an integral role in the development of the Global Positioning System (GPS). Almost everyone is impacted from her work on GPS, as it is now on the phone, and in most cars; and

**WHEREAS**, Gladys B. West focused her work on astronomical studies in an effort to understand how Pluto and Neptune moved in relation to each other in the 1960s. From this study, she then began to analyze data from satellites to create better mathematical models of the earth. As part of the Seasat radar altimetry project, Dr. West developed systems that allowed satellites to perform remote sensing in oceans; and

**WHEREAS**, in the 1970s and 1980s, she programmed early computers to better model the actual shape of the earth using data from satellites. Dr. West worked with the Navy until the late 1990s, and in her many years of work, her contributions laid the foundations for modern GPS, allowing for increasingly accurate models of the earth's surface to be developed (called a geoid), a necessity for having our GPS work today; and

**WHEREAS**, Gladys B. West was inducted into the Air Force Space and Missile Pioneers Hall of Fame during a ceremony in her honor at the Pentagon in Washington, D.C., December 2018. She was among the "Hidden Figures" team who did computing for the U.S. Military in the era before electronic systems; and

**WHEREAS**, Gladys B. West earned her Bachelor of Science degree from Virginia State College now University, Master of Arts Degree from University of Oklahoma, and a Master of Science degree from Virginia State University, as well as her Ph.D. from Virginia Polytechnic Institute and State University.

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Gladys B. West.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented to Gladys B. West.



Huron F. Winstead, Rector

Date

Thursa D. Crittenden, Secretary

Date

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

**APPROVING AN HONORARY DEGREE**

*Harry E. Black*

**WHEREAS**, Harry E. Black was appointed to the Virginia State University Board of Visitors by the Honorable Bob McDonnell, Governor of the Commonwealth of Virginia, in July of 2010. He served as member of the Board of Visitors from 2010 to 2018 and as Rector of the Board from 2013-2018; and

**WHEREAS**, Harry E. Black served as a member of the Executive Committee; Personnel, Compensation, and Governance Committee; and the Facilities, Finance and Audit Committee; and

**WHEREAS**, Harry E. Black during his tenure as Rector, the University completed numerous campus improvements including 190,000 square feet of academic space renovation, security improvements and campus lighting, the Multipurpose Center, Quad I and Quad II Complex, Gateway Complex, Hospitality Management Lab, Singleton Hall, and regional cooperation initiatives such as the Water Tower at Randolph (VSU) Farm, Appomattox River Trail, and campus gateways; and

**WHEREAS**, Harry E. Black was awarded the Virginia State University Presidential Medal in 2018, which is the highest honor awarded to an individual in recognition of significant contribution to support the mission and vision of the University. In June 2018, the HBCU Digest named the VSU Board of Visitors as the Best Board of Trustees of the Year; and

**WHEREAS**, Harry E. Black serves as the City Manager for the city of Stockton, California. He has professional experience in the public and private sectors including as the City Manager and Chief Executive Officer for the city of Cincinnati, Ohio; Director of Finance for the City of Baltimore, Maryland; Chief Financial Officer for the City of Richmond, Virginia; and Deputy Chief Procurement Officer for the District of Columbia; and

**WHEREAS**, Harry E. Black earned his Bachelor of Science degree in Public Administration from Virginia State University, Master of Arts degree in Public Administration from the University of Virginia at Charlottesville.

**NOW, THEREFORE, BE IT RESOLVED** the Honorary Doctoral Degree shall be awarded to Harry E. Black.

**BE IT FURTHER RESOLVED** that a suitable copy of this resolution be prepared and presented to Harry E. Black.



Huron F. Winstead, Rector

4.23.21

Date



Thursa D. Crittenden, Secretary

4.23.21

Date

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
APPROVING PROFESSOR EMERITUS**

**WHEREAS**, § 23.1-2702 of the *Code of Virginia* provides that the board shall appoint all professors, teachers and agents and fix their salaries and generally direct the affairs of the University, and the board may confer degrees; and

**WHEREAS**, Dr. Maxine Sample has served the University with dedication for nineteen years and has transitioned from the role of Professor into retirement effective January 2021 in the Department Languages and Literature. Having distinguished herself in the areas of teaching, research and service, Dr. Sample has made documented extraordinary contributions to her department, college and University; and

**WHEREAS**, Dr. Maxine Sample has worked tirelessly to internationalize the University curriculum and increase study abroad opportunities for students and faculty. She established the Office of International Education; and

**WHEREAS**, Dr. Maxine Sample has been central to the Languages and Literature curriculum committee revising the BA in English and course offerings, and most recently helped design the African-American/Africana Literature Concentration. Dr. Sample was named VSU Professor of the Year in 2010, and was the instructor of record for the Africana Literature minor, which she designed, and taught the bulk of the upper division courses in world literature.

**WHEREAS**, Dr. Maxine Sample departmental colleagues and the University Faculty Emeritus Committee have unanimously supported her candidacy for Professor Emeritus, and the Provost has recommended and received approval of the President;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors' of Virginia State University hereby approves the nomination of Dr. Maxine Sample and confers upon her the status of Professor Emeritus with all the rights and privileges thereto appertaining; and be it

**FURTHER RESOLVED**, that a copy of this Resolution be encased and maintained permanently in the Archives of the University.

  
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Huron F. Winstead, Rector

  
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Thursa D. Crittenden, Secretary

4.23.21  
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Date

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Date

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
APPROVING PROFESSOR EMERITUS**

**WHEREAS**, § 23.1-2702 of the *Code of Virginia* provides that the board shall appoint all professors, teachers and agents and fix their salaries and generally direct the affairs of the University, and the board may confer degrees; and

**WHEREAS**, Dr. Donna Crawford has served the University with dedication for seventeen years; and has transitioned from the role of Associate Professor into retirement effective September 2020 in the Department of Languages and Literature. Having distinguished herself in the areas of teaching, research and service, Dr. Crawford has made documented extraordinary contributions to her department, college and University; and

**WHEREAS**, Dr. Donna Crawford has demonstrated decades-long commitment to improving students' education at Virginia State University by focusing on the quality and coherence of its academic curricula. She has been a leader for decades in guiding the General Education program. She has monitored the quality of instruction and the academic experience that students receive in their formative years at the university; and

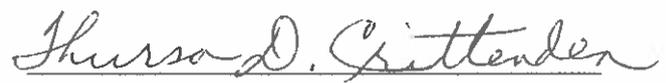
**WHEREAS**, Dr. Donna Crawford's contribution to the impact of academic curricula upon student experience extends to her continued attention to the maintenance and improvement of upper-level academic curricula. Through her work as a member and chair of school and university curriculum committees, Dr. Crawford has shared her experience with the entire university, to the benefit of all; and

**WHEREAS**, Dr. Donna Crawford departmental colleagues and the University Faculty Emeritus Committee have unanimously supported his candidacy for Professor Emeritus, and the Provost has recommended and received approval of the President;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors' of Virginia State University hereby approves the nomination of Dr. Donna Crawford and confers upon her the status of Professor Emeritus with all the rights and privileges thereto appertaining; and be it

**FURTHR RESOLVED**, that a copy of this Resolution be encased and maintained permanently in the Archives of the University.

  
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**Huron F. Winstead, Rector**

  
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**Thursa D. Crittenden, Secretary**

4.23.21  
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**Date**

4.23.21  
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**Date**

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
APPROVING PROFESSOR EMERITUS**

**WHEREAS**, § 23.1-2702 of the *Code of Virginia* provides that the board shall appoint all professors, teachers and agents and fix their salaries and generally direct the affairs of the University, and the board may confer degrees; and

**WHEREAS**, Dr. Freddy Thomas has served the University with dedication for twenty-eight years and has transitioned from the role of Professor into retirement effective July 2020 in the Department Languages and Literature. Having distinguished himself in the areas of teaching, research and service, Dr. Thomas has made documented extraordinary contributions to his department, college and University; and

**WHEREAS**, Dr. Freddy Thomas was a cornerstone of Languages and Literature, heading up the Composition program and the English Education program for many years; and

**WHEREAS**, Dr. Freddy Thomas served as department chair for two terms; as Director of the Southside Virginia Writing Project, a National Writing Project site; and as Director of the Quality Enhancement Program and the Writing/Portfolio Studio. Dr. Thomas was recipient of the Spencer and Ruth Timm Outstanding Faculty Award in 2009, and has served as consultant for universities undergoing SACS/QEP review, and for various Writing Across the Curriculum. His scholarship was substantial, focusing typically on composition theory and practice, but also on world literature; and

**WHEREAS**, Dr. Freddy Thomas departmental colleagues and the University Faculty Emeritus Committee have unanimously supported his candidacy for Professor Emeritus, and the Provost has recommended and received approval of the President;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors' of Virginia State University hereby approves the nomination of Dr. Freddy Thomas and confers upon his the status of Professor Emeritus with all the rights and privileges thereto appertaining; and be it

**FURTHER RESOLVED**, that a copy of this Resolution be encased and maintained permanently in the Archives of the University.

  
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**Huron F. Winstead, Rector**

  
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**Thursa D. Crittenden, Secretary**

4.23.21  
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**Date**

4.23.21  
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**Date**

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
APPROVING PROFESSOR EMERITUS**

**WHEREAS**, § 23.1-2702 of the *Code of Virginia* provides that the board shall appoint all professors, teachers and agents and fix their salaries and generally direct the affairs of the University, and the board may confer degrees; and

**WHEREAS**, Dr. Gerald Burton has served the University with dedication for forty-three years; and is transitioning from the role of Full Professor into retirement effective June 2021 in the Department of Mathematics. Having distinguished himself in the areas of teaching, research and service, Dr. Burton has made documented extraordinary contributions to his department, college and University; and

**WHEREAS**, Dr. Gerald Burton has specialized in Statistics for the Behavioral Sciences and Mathematics Education for elementary and secondary teachers and taught courses for in-service teachers in Petersburg, Richmond, and surrounding counties. He also attends and speaks at professional conferences throughout the country; and

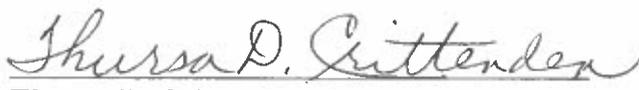
**WHEREAS**, Dr. Gerald Burton in recent years, has purposefully focused on advising and mentoring many junior and senior faculty members throughout the University as needed or requested. His primary focus has been improving the lives of students. He became VSU's first on-campus television personality by teaching a variety of satellite television courses which were broadcast internationally.

**WHEREAS**, Dr. Gerald Burton departmental colleagues and the University Faculty Emeritus Committee have unanimously supported his candidacy for Professor Emeritus, and the Provost has recommended and received approval of the President;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors' of Virginia State University hereby approves the nomination of Dr. Gerald Burton and confers upon him the status of Professor Emeritus with all the rights and privileges thereto appertaining: and be it

**FURTHR RESOLVED**, that a copy of this Resolution be encased and maintained permanently in the Archives of the University.

  
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Huron F. Winstead, Rector

  
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Thursa D. Crittenden, Secretary

4.23.21  
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Date

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Date

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
APPROVING PROFESSOR EMERITUS**

**WHEREAS**, § 23.1-2702 of the *Code of Virginia* provides that the board shall appoint all professors, teachers and agents and fix their salaries and generally direct the affairs of the University, and the board may confer degrees; and

**WHEREAS**, Dr. Lillie Bailey has served the University with dedication for eight years and has transitioned from the role of Associate Professor into retirement effective September 2015 in the Department of Languages and Literature. Having distinguished herself in the areas of teaching, research and service, Dr. Bailey has made documented extraordinary contributions to her department, college and University; and

**WHEREAS**, Dr. Lillie Bailey taught Undergraduate Writing, Honors Composition, Introduction to Literature, African American Literature, Technical Writing, Teaching Composition, Advanced Communication Skills, Expository Writing, Creative Writing and Writing Poetry; and

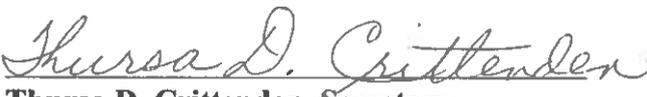
**WHEREAS**, Dr. Lillie Bailey's professional affiliations include the National Council of the Teachers of English, College Language Association, National Association for African American Studies, Virginia Association of Teachers of English and Houghton Mifflin Faculty Club; and

**WHEREAS**, Dr. Lillie Bailey departmental colleagues and the University Faculty Emeritus Committee have unanimously supported his candidacy for Professor Emeritus, and the Provost has recommended and received approval of the President;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors' of Virginia State University hereby approves the nomination of Dr. Lillie Bailey and confers upon her the status of Professor Emeritus with all the rights and privileges thereto appertaining; and be it

**FURTHER RESOLVED**, that a copy of this Resolution be encased and maintained permanently in the Archives of the University.

  
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**Huron F. Winstead, Rector**

  
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**Thursa D. Crittenden, Secretary**

4.23.21  
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**Date**

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
APPROVING PROFESSOR EMERITUS**

**WHEREAS**, § 23.1-2702 of the *Code of Virginia* provides that the board shall appoint all professors, teachers and agents and fix their salaries and generally direct the affairs of the University, and the board may confer degrees; and

**WHEREAS**, Dr. Linda Person has served the University with dedication for twenty-eight years and has transitioned from the role of Associate Professor into retirement effective July 2019 in the Department Health, Physical Education and Recreation. Having distinguished herself in the areas of teaching, research and service, Dr. Person has made documented extraordinary contributions to her department, college and University; and

**WHEREAS**, Dr. Linda Person worked to enhance the vision, mission and quality of the Physical Education and Sport Management Programs. She worked tirelessly to advise teacher candidates through course selection, and career opportunities. She has exceptional leadership skills, that have won her the respect of her colleagues, students, alumni, and the administration; and

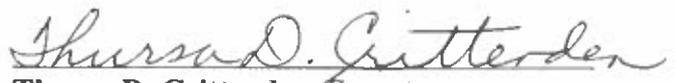
**WHEREAS**, Dr. Linda Person was a fervent advocate for academic excellence, recruitment, scholarship, and fundraising, to increase opportunities for student internships and faculty development; and

**WHEREAS**, Dr. Linda Person's departmental colleagues and the University Faculty Emeritus Committee have unanimously supported his candidacy for Professor Emeritus, and the Provost has recommended and received approval of the President;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Visitors' of Virginia State University hereby approves the nomination of Dr. Linda Person and confers upon her the status of Professor Emeritus with all the rights and privileges thereto appertaining: and be it

**FURTHER RESOLVED**, that a copy of this Resolution be encased and maintained permanently in the Archives of the University.

  
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**Huron F. Winstead, Rector**

  
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**Thursa D. Crittenden, Secretary**

4.23.21  
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**Date**

4.23.21  
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**Date**

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS  
APPROVAL OF  
EDUCATION M.ED. (ONLINE)**

**WHEREAS**, Article III, Section 3.5 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 of the University include curriculum, land-grant, faculty appointments, promotion, 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**, Virginia State University (“VSU”) is proposing a simple modification to add an online delivery option for the Masters of Education degree program in Education. The curriculum will remain the same as the face-to-face program requiring 36 credit hours of graduate-level courses and an internship. The program remains the same as the original degree program approved by State Council of Higher Education for Virginia (“SCHEV”); and

**WHEREAS**, the proposed online delivery method of the M.Ed. in Education is designed to produce competent, caring and culturally responsive educators; and

**WHEREAS**, the most critical rationale for the proposed change centers around the rapidly changing technology creating new opportunities for learning. The past few decades have increased the amount of effort towards successfully integrating technology into the classroom; and

**WHEREAS**, offering the M.Ed. in Education online is needed to ensure VSU remains competitive with degree program offerings of peer institutions.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Board of Visitors of Virginia State University hereby approves the Masters of Education (M.Ed.) degree program in Education (Online).

  
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Huron F. Winstead, Rector

  
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Thursa D. Crittenden, Secretary

4. 23. 21  
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Date

4. 23. 21  
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Date

**Virginia State University**  
**Sabbatical Leave Approval Form**  
 (This form should accompany ALL requests for sabbatical leave.)



<b>APPLICANT'S NAME</b> <u>Xianfa Xie</u>		<b>DEPARTMENT</b> <u>Biology</u>		<b>SCHOOL</b> <u>Natural and Health Sciences</u>	
<b>DEPARTMENT CHAIR</b>	Department Chair		Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/>		
	Comments (attach additional sheet if necessary):  I recommend Dr. Xie be granted this sabbatical if at all possible. He has documented several excellent opportunities for gaining valued research experience.				
Signature of Department Chair <u>Glenn C Harris</u>		Digitally signed by Glenn C Harris Date: 2020.12.18 11:38:55 -05'00'		Date <u>12/18/2020</u>	
<b>SCHOOL DEAN</b>	Dean		Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/>		
	Comments(attach additional sheet if necessary) :  Based on the documentation presented in this package and the support provided by the chair of the Biology Department, I recommend Dr. Xie for the sabbatical leave that he applied for.				
Signature of Dean <u>Dawit Haile</u>		Digitally signed by Dawit Haile Date: 2021.01.04 10:10:11 -05'00'		Date <u>1/4/21</u>	
<b>SABBATICAL LEAVE COMMITTEE</b>	Sabbatical Leave Committee		Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/>		
	Comments (attach additional sheet if necessary):				
Signature of Committee Chair <u>Stephen Christian d'Orgeix</u>		Digitally signed by Stephen Christian d'Orgeix Date: 2021.04.16 13:59:56 -04'00'		Date <u>4/16/21</u>	
<b>VPAA</b>	Vice President for Academic Affairs		Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/>		
	Comments (If NOT recommended):				
Signature of VPAA (or Designee) <u>Donald E. Palm</u>		Digitally signed by Donald E. Palm Date: 2021.04.21 20:33:47 -04'00'		Date <u>4/21/21</u>	
<b>PRESIDENT</b>	President		Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/>		
	Comments (If NOT recommended):				
Signature of President (or Designee) <u>Donald E. Palm</u>		Digitally signed by Donald E. Palm Date: 2021.04.21 20:35:12 -04'00'		Date <u>4/21/21</u>	
<b>BOARD OF VISITORS</b>	Board of Visitors		Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/>		
	On behalf of Board of Visitors:  Signature		Date <u>4.23.21</u>		

**Virginia State University**  
**Sabbatical Leave Approval Form**  
 (This form should accompany ALL requests for sabbatical leave.)



<b>APPLICANT'S NAME</b> <u>Xianta Xie</u> <b>DEPARTMENT</b> <u>Biology</u> <b>SCHOOL</b> <u>Natural and Health Sciences</u>	
<b>DEPARTMENT CHAIR</b>	Department Chair <span style="float: right;">Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/></span> Comments (attach additional sheet if necessary):  I recommend Dr. Xie be granted this sabbatical if at all possible. He has documented several excellent opportunities for gaining valued research experience.  Signature of Department Chair <u>Glenn C Harris</u> Digitally signed by Glenn C Harris <small>Date: 2020.12.18 11:38:55 -05'00'</small> Date <u>12/18/2020</u>
<b>SCHOOL DEAN</b>	Dean <span style="float: right;">Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/></span> Comments(attach additional sheet if necessary) :  Based on the documentation presented in this package and the support provided by the chair of the Biology Department, I recommend Dr. Xie for the sabbatical leave that he applied for.  Signature of Dean <u>Dawit Haile</u> Digitally signed by Dawit Haile <small>Date: 2021.01.04 10:10:11 -05'00'</small> Date <u>1/4/21</u>
<b>SABBATICAL LEAVE COMMITTEE</b>	Sabbatical Leave Committee <span style="float: right;">Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/></span> Comments (attach additional sheet if necessary):     Signature of Committee Chair <u>Stephen Christian d'Orgeix</u> Digitally signed by Stephen Christian <small>d'Orgeix</small> <small>Date: 2021.04.16 13:59:56 -04'00'</small> Date <u>4/16/21</u>
<b>VPAA</b>	Vice President for Academic Affairs <span style="float: right;">Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/></span> Comments (If NOT recommended):  Signature of VPAA <u>Donald E. Palm</u> Digitally signed by Donald E. Palm (or Designee) <small>Date: 2021.04.21 20:33:47 -04'00'</small> Date <u>4/21/21</u>
<b>PRESIDENT</b>	President <span style="float: right;">Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/></span> Comments (If NOT recommended):  Signature of President <u>Donald E. Palm</u> Digitally signed by Donald E. Palm (or Designee) <small>Date: 2021.04.21 20:35:12 -04'00'</small> Date <u>4/21/21</u>
<b>BOARD OF VISITORS</b>	Board of Visitors <span style="float: right;">Recommends <input checked="" type="checkbox"/> Does Not Recommend <input type="checkbox"/></span> On behalf of Board of Visitors: Signature <u>Shursa D. Gitterden</u> Date <u>4.23.21</u>

**VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS**

**RESOLUTION TO APPROVE THE  
EARLY RETIREMENT INCENTIVE PLAN (ERIP)**

**April 23, 2021**

**WHEREAS**, § 23.1-1302 of the *Code of Virginia* grants the governing Board of Visitors of Virginia State University the authority to establish compensation plans designed to provide incentives for voluntary early retirement of tenured teaching staff employed in non-classified, faculty positions; and

**WHEREAS**, Va. Code § 23.1-1302 provides that any such voluntary early retirement compensation plan must be approved by the Board of Visitors and Governor, and shall be reviewed for legal sufficiency by the Office of the Attorney General prior to adoption; and

**THEREFORE, BE IT RESOLVED**, that upon recommendation of the President and subject to and following the approvals and reviews required pursuant to Va. Code § 23.1-1302, the Board of Visitors approves Virginia State University's Early Retirement Incentive Plan; and be it

**FURTHER RESOLVED**, that the Board approves the total cost for such ERIP as presented to the Board to not exceed five percent of total faculty salaries to include associated benefits; and be it

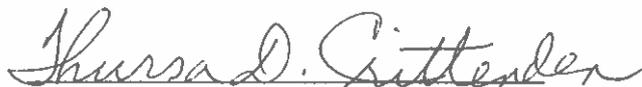
**NOW, THEREFORE, BE IT FINALLY RESOLVED THAT** the Board of Visitors of Virginia State University confirm its approval of Virginia State University's Early Retirement Incentive Plan.



Huron F. Winstead, Rector

4.23.21

Date



Thursa D. Crittenden, Secretary

4.23.21

Date

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

**APPROVING SIX-YEAR CAPITAL PLAN FOR 2022 - 2028**

**WHEREAS**, § 23.1-306 of the *Code of Virginia* requires that “the governing board of each public institution of higher education shall (i) develop and adopt biennially in odd-numbered years and amend or affirm biennially in even-numbered years a six-year plan for the institution...”; and

**WHEREAS**, the 2022-2028 Capital Plan was developed by application of the 2017 Campus Master Plan and the 2019 Mater Plan Revision; and

**WHEREAS**, § 23.1-1016(B) of the *Code of Virginia* requires that “[a]ll capital projects of a covered institution, whether funded by an appropriation of the General Assembly or otherwise, shall be approved by the institution's governing board”; and

**WHEREAS**, § 23.1-1016(D)(3) of the *Code of Virginia* requires that if a covered institution constructs improvements on land, or renovates property “[s]uch improvements or renovations must be consistent with such institution's master plan approved by its governing body”; and

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

**WHEREAS**, the Board of Visitors support the Six Year Plan reflecting the 2017 Master Plan, the 2019 Master Plan Revision and the University’s Strategic Plan.

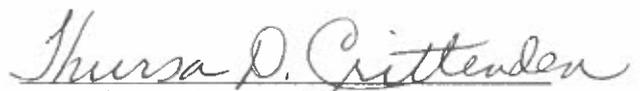
**NOW, THEREFORE, BE IT RESOLVED THAT**, the Board of Visitors of Virginia State University hereby approves the Six Year Capital Plan covering the fiscal years 2022-2028.



Huron F. Winstead, Rector

4.23.21

Date



Thursa D. Crittenden, Secretary

4.23.21

Date

**VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS**

**RESOLUTION AUTHORIZING THE OPERATING BUDGET FOR  
FISCAL YEAR 2021-2022**

**April 23, 2021**

**WHEREAS**, the appropriations to Virginia State University (“VSU” or “University”), which authorize the state funding and spending authority for the University, including the Cooperative Extension and Agricultural Research Services budget, but not including local University or VSU Foundation funding, are limited to the amounts and conditions in the 2020 Virginia Acts of Assembly, Chapter 56; and

**WHEREAS**, the University has forecasted revenue collections from all sources for Fiscal Year 2021-2022, based on conservatively anticipated enrollment levels; and

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Visitors approves the Operating Budget appearing on the attached Table I; and

**BE IT FURTHER RESOLVED THAT**, the Board of Visitors approves the Educational and General (E&G) Budget appearing on the attached Table I; and

**BE IT FURTHER RESOLVED THAT**, the Board of Visitors approves the budgeted amounts for the Auxiliary Enterprise programs as appearing on Schedule I; and

**BE IT FURTHER RESOLVED THAT**, the Board of Visitors approves the budgeted amounts for the Cooperative Extension and Agricultural Research Services (“CEARS”) programs as appearing on Schedule II; and

**BE IT FURTHER RESOLVED THAT**, the Board of Visitors approves expenditures in support of Sponsored Programs that have been properly awarded to the University and up to the amounts for which cash will be made available during the course of Fiscal Year 2021-2022 or as appearing in Table I; and

**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 University’s final budget and to expend local funds available to the University should the need arise.



Huron F. Winstead, Rector

4.23.21

Date



Thursa D. Crittenden, Secretary

4.23.21

Date

**VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS**

**RESOLUTION TO APPROVE UNFUNDED SCHOLARSHIPS**

**April 23, 2021**

**WHEREAS**, Virginia State University (“VSU” or “University”) utilizes unfunded scholarships to support students with financial need who might not otherwise be able to attend the University for financial reasons; and

**WHEREAS**, unfunded scholarships support VSU’s mission and its strategic plan by providing students *affordable access to an excellent education*, which is also an initiative of the Governor and the Commonwealth of Virginia; and

**WHEREAS**, pursuant to § 23.1-612 of *Code of Virginia*, unfunded scholarships are applied exclusively to the remission, in whole or in part, of tuition and mandatory fees; and

**WHEREAS**, an undergraduate Virginia student may receive an annual remission of an amount not to exceed the cost of tuition and mandatory fees. An undergraduate non-Virginia student may receive an annual remission not to exceed the amount of the out-of-state tuition differential required to be paid by the student for tuition and mandatory fees; and

**WHEREAS**, the governing board determines the number of unfunded scholarships annually awarded to undergraduate Virginia students and non-Virginia students, and the total value of all such scholarships annually awarded to undergraduate Virginia students shall not exceed the amount of the applicable sum of undergraduate tuition and mandatory fees multiplied by 20 percent of the enrollment of undergraduate Virginia students during the preceding academic year; and

**WHEREAS**, the total value of all such scholarships annually awarded to undergraduate non-Virginia students shall not exceed the amount of the applicable per capita out-of-state tuition differential paid by undergraduate non-Virginia students for tuition and mandatory fees multiplied by 20 percent of the enrollment of undergraduate non-Virginia students during the preceding academic year; and

**WHEREAS**, in April 2021, the University’s FY 2021-2022 approved budget includes a total allocation of \$1,500,000 for unfunded scholarships for Virginia students and non-Virginia students, respectively.

**THEREFORE, BE IT RESOLVED**, that the Board approves the University’s plan to award a maximum of 200 unfunded scholarships to Virginia students and a maximum of 400 unfunded scholarships to non-Virginia students in fall 2022 and that the total of these combined categories of unfunded scholarships shall not exceed \$1,500,000.

**BE IT FURTHER RESOLVED**, that the Board will review and determine the amount of unfunded scholarships annually during the development of its operating budget which typically occurs in April of each year.



Huron F. Winstead, Rector

4.23.21

Date



Thursa D. Crittenden, Secretary

4.23.21

Date

VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS

RESOLUTION TO CONFIRM THE NAMING OF  
THE DOMINION ENERGY SUMMER BRIDGE PROGRAM  
APRIL 23, 2021

**WHEREAS**, the Board of Visitors, may find it necessary to modify how gifts are solicited and recognized; according to Policy 4010 Governing the Acceptance, Recording and Naming of Gifts; and

**WHEREAS**, Dominion Energy, Inc., headquartered in Richmond, Virginia, operates in 16 states, offering safe, clean, reliable and affordable energy to nearly seven million customers. Dominion Energy, Inc., is the third largest solar fleet in the United States, while committed to investing in communities, and protecting natural resources with a goal to share the future of energy in America; and

**WHEREAS**, Dominion Energy, Inc., continues to invest in the growth of Virginia State University ("VSU") students through philanthropic investments, internships, and employing VSU graduates. In November 2020, Dominion Energy gifted VSU \$2.7 million over six-years in support of the "HBCU Promise" program with \$650,000 designated toward the naming and the expansion of the College of Engineering and Technology Summer Bridge Program; and

**WHEREAS**, the sole purpose of the College of Engineering and Technology Summer Bridge Program is to prepare incoming freshman interested in STEM majors with a goal of improving their academic performances in mathematics and science as well as increasing retention and graduation from the college; and

**WHEREAS**, § 23.1-2705 of the *Code of Virginia* states that "[t]he board may take, hold, receive, and enjoy any gift, grant, devise, or bequest to the board or to or for the benefit of the University. Any such gift, grant, devise, or bequest shall be used for the purposes designated by the donor, or if no purposes are so designated, for the general purposes of the board."

**THEREFORE, BE IT RESOLVED**, the Board of Visitors of Virginia State University confirms the renaming of the Dominion Energy Summer Bridge Program.



Huron F. Winstead  
Rector

4.23.21

Date



Thursa D. Crittenden  
Secretary

4.23.21

Date

Resolution of  
The Board of Visitors of  
Virginia State University  
To Approve  
2021-2022 Internal Audit Plan  
April 23, 2021

**WHEREAS**, the Board of Visitors 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 proposes an audit plan to assist the Board of Visitors in its fiduciary responsibility; and

**WHEREAS**, the Chief Audit Executive has prepared a 2021-2022 Internal Audit Plan; and

**WHEREAS**, the Board of Visitors has reviewed the proposed 2021-2022 Internal Audit Plan; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Visitors of Virginia State University approves the 2021-2022 Internal Audit Plan.



Huron F. Winstead  
Rector



Thursa D. Crittenden  
Secretary

4.23.21  
Date

4.23.21  
Date

Resolution of  
The Board of Visitors of  
Virginia State University  
The Internal Audit Charter  
Revision and Approval April 23, 2021

**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

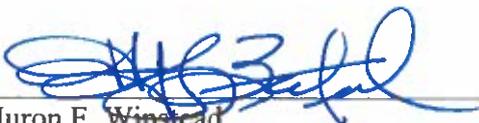
**WHEREAS**, the Committee will review the University's financial accounting and reporting processes, assess the effectiveness of the systems of internal control and risk management, governance, internal and external audit processes, and the University's process for monitoring compliance with laws and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

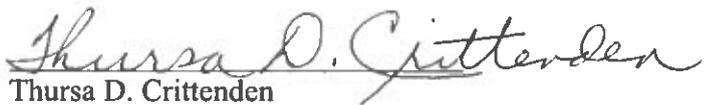
**WHEREAS**, the Committee's Charter prescribes the independent oversight of internal audit, the annual review and approval of the Internal Audit Department Charter, and involvement with the quality assurance and improvement program; and

**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; and

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

**NOW, 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 approve the Internal Audit Charter.

  
\_\_\_\_\_  
Huron F. Winstead  
Rector

  
\_\_\_\_\_  
Thursa D. Crittenden  
Secretary

  
\_\_\_\_\_  
Makola M. Abdullah, Ph.D.  
President

\_\_\_\_\_  
Date 4.23.21

**VIRGINIA STATE UNIVERSITY**  
**Petersburg, Virginia**

<b>Date:</b> April 23, 2021	<b>Board Committee:</b> Facilities and Finance Committee
	<b>Initiating Unit:</b> Internal Audit
<b>Board Action:</b> Approval	<b>Additional Information Included in Board Package:</b> Yes

**TOPIC:** Revised Internal Audit Plan and Audit Charter

**BACKGROUND:**

In accordance with The Institute of Internal Auditors International Standards for the Professional Practice of Internal Auditing (Standards) 2017, the Chief Audit Executive must communicate the internal audit activity's plans and resource requirements, including significant interim changes, to senior management and the Board for review and approval. The Chief Audit Executive must also communicate the impact of resource limitations.

Per the Audit Committee Charter, Section V – Responsibilities, Part C – Internal Audit, Item #3, in performing its oversight responsibilities, the Audit Committee shall review and approve the Internal Audit annual audit plan and 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.

**AUTHORITY:**

1. **Section 1000 – Purpose, Authority, and Responsibility** of the Institute of Internal Auditor's International Standards for Professional Practice of Internal Auditing (Standards) - "The purpose, authority, and responsibility of the internal audit activity must be formally defined in an internal audit charter, consistent with the Mission of Internal Audit and the mandatory elements of the International Professional Practices Framework (the Core Principles for the Professional Practice of Internal Auditing, the Code of Ethics, the *Standards*, and the Definition of Internal Auditing). The chief audit executive must periodically review the internal audit charter and present it to senior management and the board for approval."
2. **Section 2010 – Planning** of the Institute of Internal Auditor's International Standards for Professional Practice of Internal Auditing (Standards) - "The chief audit executive must establish a risk-based plan to determine the priorities of the internal audit activity, consistent with the organization's goals."
3. **Section 2020 – Communication and Approval** of the Institute of Internal Auditor's International Standards for Professional Practice of Internal Auditing (Standards) - "The chief audit executive must communicate the internal audit activity's plans and resource requirements, including significant interim changes, to senior management and the board for review and approval. The chief audit executive must also communicate the impact of resource limitations."
4. **Section V, Part C – Internal Audit** – of Virginia State University's Audit Committee Charter - "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."

**CONSEQUENCE OF NON APPROVAL:**

Prudent practices of an internal audit function require the establishment of an annual audit plan and charter. Non approval will subject Virginia State University to an exception from the norm for institutions of higher education and compromise a positive external quality assurance assessment. In addition, the Committee would compromise the effectiveness of its oversight and governance responsibilities.

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**Virginia State University  
Internal Audit Plan 2021-2022**

Audit Activities- DRAFT		Budget	Subtotal
<b>Audit Planning and Business Operations</b>			
1	Audit Plan and Risk Assessment	155	
2	Board Meetings and Report Preparation	444	
3	Business Operations and External Communications	205	
4	Staff Performance and Development	180	
	Subtotal		984
<b>Risk-Based Audits</b>			
5	CARES Act. Methodology and Distribution	300	
6	Third-Party Contract Management	300	
7	Enrollment	300	
8	Registrar's Office	300	
9	Invoice Processing	200	
10	Banner Security	300	
11	Security Awareness Program	200	
	Subtotal		1,900
<b>Special Investigations and Board of Visitors' Requests</b>			
12	OSIG - Commonwealth Fraud, Waste, and Abuse Hotline	500	
13	Management Requests/Internal Investigations	600	
	Subtotal		1,100
<b>Management and Advisory Services</b>			
14	Emerging Compliance, Internal Control Awareness	310	
15	Technology Governance, Systems Implementation, Shared Oversight	50	
16	President's Cabinet	160	
17	Board of Visitors Requests	50	
18	Audit Consulting Services	150	
	Subtotal		720
<b>Total Direct Audit Hours (79%)</b>		<b>4,704</b>	
<b>Administration</b>			
19	General Administration	400	
20	Holiday and Compensated Absences	1,120	
<b>Total Indirect Audit Hours (21%)</b>		<b>1,520</b>	
<b>Total Hours Allocated</b>		<b>6,224</b>	
<b>Total Hours Available</b>		<b>6,240</b>	
<b>Excess/(Shortfall)</b>		<b>16</b>	

**Audit Plan 20021-2022**

**VIRGINIA STATE UNIVERSITY**  
**INTERNAL AUDIT CHARTER**  
Reaffirmed and Approved April 2021

**INTRODUCTION**

The Internal Audit Charter establishes the general authority and responsibility of the Internal Audit Department, and serves as a guide in the performance of its duties. Internal Audit is an independent and objective assurance and consulting activity guided by the philosophy of adding value to improve the operations of Virginia State University (VSU). Internal Audit assists VSU management in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of the organization's risk management, control and governance in order to carry out the Internal Audit's mission to enhance and protect organizational value by providing risk-based and objective assurance, advice, and insight.

**PROFESSIONAL STANDARDS**

The Internal Audit Staff shall govern themselves in accordance with the Virginia Office of the State Inspector General Directive 001: Oversight of State and Specific Non-State Agencies' Internal Audit Programs, first issued on April 15, 2013, Section VI.C.1.a, "All executive branch state agencies and institutions with internal audit functions shall adopt and prescribe to the Definition of Internal Auditing, Code of Ethics, and International Standards of the Professional Practice of Internal Auditing (Standards) as promulgated by the Institute of Internal Auditors (IIA)..." The Institute of Internal Auditors' "Practice Advisories" will be adhered to as applicable to guide operations. In addition, the Internal Auditor will adhere to the Commonwealth of Virginia laws, regulations and policies, VSU policies and procedures, and the Internal Audit (IA) Manual of procedures. The IA Manual shall include attribute, performance, and implementation standards to guide Internal Audit.

**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. The internal audit activity must be free from interference in determining the scope of internal auditing, performing work, and communicating results. The Chief Audit Executive must disclose such interference to the board and discuss the implications.
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.

### **REPORTING STRUCTURE**

The Chief Audit Executive (CAE) shall report directly to the Board of Visitors and administratively to the University President. To establish, maintain, and assure that VSU's internal audit department has sufficient authority to fulfill its duties, the Board of Visitors will:

- Approve the internal audit department's charter.
- Approve the risk-based internal audit plan.
- Approve the internal audit department's budget and resource plan.
- Receive communications from the Chief Audit Executive on the internal audit department's performance relative to its plan and other matters.
- Approve decisions regarding the appointment and removal of the Chief Audit Executive.
- Approve the remuneration of the Chief Audit Executive.
- Make appropriate inquiries of management and the Chief Audit Executive to determine whether there is inappropriate scope or resource limitations.

### **INDEPENDENCE**

All internal audit activities shall remain free of influence by any element in the University, including matters of audit selection, scope, procedures, frequency, timing, or report content to permit maintenance of an independent and objective mental attitude necessary in rendering reports. To ensure independence, Internal Audit shall have free and unrestricted access to the Board of Visitors.

Internal Audit shall have no direct operational responsibility or authority over any of the activities they review. Accordingly, they shall not develop nor install systems or procedures, prepare records, or engage in any other activity which would normally be audited.

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;
5. Significant risks and control issues, including fraud risks;
6. Conformance with the Code of Ethics and the Standards.

### **AUDIT SCOPE**

The scope of Internal Audit encompasses the examination and evaluation of the adequacy and effectiveness of the University's governance, risk management process, system of internal control structure, and the quality of performance in carrying out assigned responsibilities to achieve the University's stated goals and objectives. It includes but is not limited to:

- Reviewing the reliability and integrity of financial and operating information and the means used to identify, measure, classify and report such information.
- Reviewing the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on operations and reporting whether the organization is in compliance.
- Reviewing the means of safeguarding assets and, as appropriate, verifying the existence of such assets.
- Reviewing and appraising the economy and efficiency with which resources are employed.
- Reviewing operations or programs to ascertain whether the operations or programs are being carried out as planned.
- Reviewing specific operations at the request of the Board of Visitors or the University President or other management, as appropriate.
- Monitoring and evaluating the effectiveness of the organization's risk management system.
- Reviewing the quality of performance of external auditors and the degree of coordination with internal audit.
- Reviewing the internal control statement by senior management and the related opinion by the attest auditor for audit planning.

## AUDIT PLANNING

Annually, the Chief Audit Executive of Internal Audit shall submit to the Board of Visitors a summary of the audit work schedule, staffing plan, and budget for the following fiscal year. The audit work schedule is to be developed based on the prioritization of the audit universe using a risk-based methodology. Any significant deviation from the formally approved work schedule shall be communicated to the Board of Visitors.

## REPORTING

A written report will be prepared and issued by the Chief or designee following the conclusion of each audit and will be distributed as appropriate. A copy of each audit report and a summarization will be forwarded to the Board of Visitors and others as mandated by the Code of Virginia.

The Chief Audit Executive or designee may include in the audit report the auditee's response and corrective action taken or to be taken in regard to the specific findings and recommendations. Management's response should include a timetable for anticipated completion of action to be taken and an explanation for any recommendations not addressed. In cases where a response is not included within the audit report, management of the audited area should respond, in writing, within thirty days of publication to Internal Audit and those on the distribution list.

Internal Audit shall be responsible for appropriate follow-up on audit findings and recommendations. All significant findings will remain in an open issue file until cleared by the Chief Audit Executive.

## PERIODIC ASSESSMENT

The internal audit department will maintain a quality assurance and improvement program that covers all aspects of the internal audit department activities. The program will include an evaluation of the internal audit department's conformance with the Standards and an evaluation of whether internal auditors apply the IIA's Code of Ethics. The program will also assess the efficiency and effectiveness of the internal audit department and identify opportunities for improvement.

The Chief Audit Executive will communicate to senior management and the Board of Visitors on the internal audit department's quality assurance and improvement program, including results of internal assessments (both ongoing and periodic) and external assessments conducted at least once every five years by a qualified, independent assessor or assessment team from outside the University.

The Chief Audit Executive should periodically assess whether the purpose, authority, and responsibility, as defined in this charter, continue to be adequate to enable the internal audit activity to accomplish its objectives. The result of this periodic assessment should be communicated to the Chief Audit Executive or designated body (i.e. Audit Committee).

APPROVED THIS 22<sup>nd</sup> DAY OF APRIL 2021.

  
\_\_\_\_\_  
Rector, Virginia State University Board of Visitors

  
\_\_\_\_\_  
Chair, Facilities, Finance and Audit Committee



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President, Virginia State University

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Chief Audit Executive

**VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
FACILITIES, FINANCE, AND AUDIT COMMITTEE**

**AGENDA  
April 22-23, 2021**

**I. Approval Items: Resolution:**

- A. Audit Charter
- B. Audit Plan

**II. Special Reports and Emerging Issues**

- A. Corrective Action Plan Status
- B. Case Workload
- C. Audit Plan Status
- D. Audit Client Survey
- E. Audit Plan 2021-2022
- F. Audit Charter
- G. Staffing Update
- H. Commonwealth Update
- I. Consulting Services

**III. Discussion/Private Meeting (As Necessary)**

Annual Closed Session with CAE and the Board of Visitors only.

**Resolution of The Board of Visitors of  
Virginia State University to rename the buildings  
Formerly known as Byrd Hall, Eggleston Hall, Trinkle Hall and Vawter Hall**

**WHEREAS**, Virginia State University campus buildings and the campus environment should reflect the institution and the source of pride to the students, faculty, alum and staff who live and work inside them;

**WHEREAS**, Virginia State University helps to educate and reflect the highest values of the expanding knowledge of the past, affirm Virginia State University's broad and complex history, and promote honest and clear self-reflection; and

**WHEREAS**, decisions to name a building or space identified with an historical individual should meet a high standard based on research and deliberation and take into account the current mission and values of Virginia State University; and

**WHEREAS**, Lula Johnson was the first Black female Virginia State University graduate; and

**WHERE AS**, Lucretia Campbell was the first Black female Virginia State University faculty member; and

**WHERE AS**, Johnella Frazer Jackson wrote the music of the Virginia State University Alma Mater; and

**WHERE AS**, Otelia Howard who in addition to teaching English, was the advisor for the third attempt to have a student newspaper. This was named *The Statesman* in honor of the new name of the school, Virginia State College for Negroes; and

**WHERE AS**, the Virginia State University Building Naming Committee has made the following recommendations:

The building formerly known as Vawter Hall shall be renamed ***Lula Johnson Hall***

The building formerly known as Eggleston Hall shall be renamed ***Lucretia Campbell Hall***

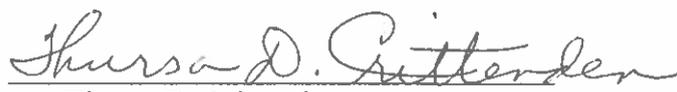
The building formerly known as Trinkle Hall shall be renamed ***Johnella Jackson Hall***

The building formerly known as Byrd Hall shall be renamed ***Otelia Howard Hall***

**WHEREAS**, § 23-170 of the *Code of Virginia* states that "the board shall have power to take, hold, receive and enjoy any gift, grant, devise or bequest to the Visitors of Virginia State University or to or for the benefit of the University. Any such gift, grant, devise or bequest shall be used for the purposes designated by the donor, if any, or, if no purposes are so designated, for the general purposes of the board."

**THEREFORE, BE IT RESOLVED** that the Board of Visitors hereby acknowledges that renaming of these buildings is an appropriate recognition for such distinguished women.

  
Huron K. Whinstead, Rector

  
Thursa D. Crittenden, Secretary

4.23.21

Date

4.23.21

Date

*Acknowledgement from the Virginia State University Board of Visitors*

*The 2020 – 2021 VSU Alumni Association Alumna of the Year*

*Mrs. Linette Crenshaw Camp*

**WHEREAS**, § 23.1-1301 of the *Code of Virginia* provides that the Board of Visitors makes regulations and policies concerning the institution; and

**WHEREAS**, Linette Crenshaw Camp is a 1994 graduate of Virginia State University, having earned a bachelor's of arts degree in Political Science; and

**WHEREAS**, Linette Crenshaw Camp works as Second Vice President at Travelers Insurance, where she has been since 2000. In her position, she oversees the Global Operations Service & Delivery Business Centers.

**WHEREAS**, she is a charter member and the Immediate Past President of the Virginia State University Chesterfield Chapter Alumni Association. In recognition of her innovative and dedicated leadership, Mrs. Camp is a three-time recipient of the VSUAA President of the Year Award (2016, 2017 and 2018). In 2019, Mrs. Camp served as the Alumni Fundraising Chair for the Virginia State University Alumni Association. She is a Lifetime Member of the Virginia State University Alumni Association and an honored member of Virginia State University's Powell Society.

**WHEREAS**, her dedication to her Alma Mater as a *Loyal Daughter* is evidenced by her personal commitment of time and talents by serving on the board of directors at the Chesterfield Food Bank and is the integral lead for the Ettrick distribution partnership with Virginia State University. Mrs. Camp received the CCVSUAA Unsung Hero Award for her leadership with the Chesterfield Food Bank and serving the community. She is a proud member of Delta Sigma Theta Sorority, Incorporated, serving with the Petersburg Alumnae Chapter. Mrs. Camp also serves on the executive board of the Wives of Beaux Twenty Alumni Association as the Community Outreach Chair.

**NOW, THEREFORE**, the Board of Visitors of Virginia State University acknowledges Linette Crenshaw Camp as the 2020-2021 VSUAA Alumna of the Year with all the rights and privileges thereto appertaining.

  
Huron F. Winstead, Rector

  
Makola M. Abdullah, Ph.D., President

5/7/2021  
Date

5/10/2021  
Date