

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
BOARD MEETING MINUTES
FRIDAY, APRIL 26, 2019**

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

CALL TO ORDER

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

ROLL CALL

A quorum was present.

Board Members Present:

Mr. Huron F. Winstead, Rector
Mr. Charlie W. Hill, Vice Rector
Ms. Thursa Crittenden, Secretary
Dr. Valerie Brown
Ms. Pamela A. Currey
Dr. Daryl C. Dance
Mr. Michael Flemming
Ms. Jennifer Hunter
Mr. Paul Koonce (*departed approx. 3 pm*)
Mr. Xavier Richardson
Mr. Glenn Sessoms
Mr. James J.L. Stegmaier (*departed approx. 3 pm*)
Mr. Wayne Turnage (*arrived 10:01 a.m.; departed approx. 2 pm*)
Mr. Gregory Whirley (*departed approx. 3:30 pm*)
Dr. Zoe Spencer, Faculty Representative to the Board (*absent*)
Ms. Gabrielle Wilks, Student Representative to the Board

Administration Present:

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

Legal Counsel Present:

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

Others Present:

Rev. Delano Douglas, Director, Campus Ministries
Dr. Maxine Sample, Int'l Education (sitting in for the Faculty Representative)
Travis Edmonds, Information Technology
Danette Johnson, President's Office
Dr. Kimetta R. Hairston, ACE Fellow
Malika Blume, Internal Audit
Marlo Green, Internal Audit
Peggy Davis, Athletic Director

OPENING REMARKS

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

RECTOR'S REMARKS

None

PRESIDENT'S REMARKS

President Abdullah thanked Rev. Douglas' for his service to the University as he would be leaving to accept another position. The gallery applauded and congratulated Rev. Douglas. President Abdullah also recognized faculty, staff, and students for their professional, academic, and athletic accomplishments.

CLOSED SESSION

Ms. Thursa Crittenden, Board Secretary, moved that the Board convene a closed meeting pursuant to Section 2.2-3711(A)(1) of the Code of Virginia at 9:40 a.m. for discussion of personnel matters specifically regarding the President's Performance Review. The motion called for President Makola Abdullah and Carrie Nee, Senior Assistant Attorney General, to attend the closed meeting because their presence in the closed meeting was deemed necessary, and/or their presence would aid the Board in its consideration of this matter.

The Board reconvened in open session at 3:02 p.m. in accordance with §2.2-3712(D) of the *Code of Virginia*. Ms. Crittenden conducted a roll call in which all Board members certified that the Board 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 motion by which the closed meeting was convened.

Ms. Currey moved to affirm the Board's discussion with the President regarding his Performance Review. The Board authorized the Rector to work with the State Attorney General's Office to make changes to the President's contract as discussed by the Board. The motion was seconded and carried by roll call vote.

CLOSED SESSION

In accordance with § 2.2-3711(A)(1) of the *Code of Virginia*, Ms. Crittenden moved to go into closed session at 3:10 p.m. for discussion of performance of departments of the University where such discussion would necessarily involve the performance of individual employees. Most specifically, to discuss the reaffirmation of administrative positions. The motion provided that President Makola M. Abdullah, Dr. Annie C. Redd, Special Assistant to the President and Board Liaison, and Ms. Carrie Nee, Senior Assistant Attorney General, attend the closed meeting because their presence in the closed meeting was deemed necessary, and/or their presence would aid the Board in its deliberations.

The Board reconvened in open session at 4:00 p.m. in accordance with § 2.2-3712(D) of the *Code of Virginia*. Ms. Crittenden conducted the poll in which all board members certified that the Board only discussed personnel matters. All board members present certified compliance with the Virginia Freedom of Information Act.

COMMITTEE REPORTS

All committee reports were accepted and are reflected in these minutes.

BOARD APPROVALS

ACTION: The Board has authorized the Rector and the Chair of Personnel and Compensation Committee to work with the Assistant Attorney General to negotiate a contract extension with the President. (APPROVED). The motion was approved with 13 members voting for it. Member Wayne Turnage was not present for vote.

Action on the approval of the February 8, 2019 Board meeting minutes (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the reaffirmation of the VSU Board Statement of Governance (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the reaffirmation of the VSU Board Code of Ethics (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the reaffirmation of the VSU Board Freedom of Information Act (FOIA) Rights and Responsibilities (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action the reaffirmation of administrative positions: vice presidents, associate vice presidents, assistant vice presidents, deans (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the approval of the 2019-2020 Board meeting schedule (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

New Member Orientation & Annual Retreat	August 8 - 9, 2019
September Meeting	September 13, 2019 (One Day Session)
November Meeting	November 14 - 15, 2019
February Meeting	February 7, 2020 (One Day Session)
April Meeting	April 23 - 24, 2020

Action on the Resolution for approval of FY 2019-2020 Operating Budget (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for authorizing Tuition, Fees, Room & Board Rates, 2019-2020 (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution to Approve the 2020-2026 Capital Outlay Plan (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for Use of Non-Utilized Local Funds (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for the approval of the Internal Audit Plan, FY 20 (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for approval of VSU's Participation in Faculty Teaching Load Assessment- the 2019 Cohort of the National Study of Instructional Costs and Productivity "The Delaware Cost Study" (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the initial metrics and targets presented for the 2020-2025 Strategic Plan (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolutions for approval of the Candidates for Honorary Doctorate Degrees (APPROVED): Congresswoman Lucy McBath, Senator Jennifer McClellan, Delegate Lacharese Aird. The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Candidates for Promotion and Tenure (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

- College of Agriculture:
 - Guo-Liang Jaing – Tenure and Promotion to Associate Professor, Agriculture Research Station
 - Richard Omoytoy – Promotion to Professor, Agriculture Research Station
 - Theresa Nartea – Tenure and Promotion to Associate Professor, Cooperative Extension
 - Dahlia I J O'Brien – Tenure and Promotion to Professor, Cooperative Extension
- College of Natural and Health Sciences
 - Cheryl P. Talley – Promotion to Professor, Psychology Department
 - Reginald Hopkins – Promotion to Professor, Psychology Department
 - Larry D. Keen – Tenure and Promotion to Associate Professor, Psychology Department
- College of Engineering and Technology
 - Zhenhua Wu – Promotion to Full Professor, Mathematics and Economics Department
- College of Business
 - Patrice Perry-Rivers - Tenure, Management and Marketing Department

Action on the Candidates for Sabbatical Leave (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

- Dr. Victor Vilchiz, Chemistry Department, College of Natural and Health Sciences
- Dr. Donatus Amaram, Management & Marketing Department, Reginald F. Lewis College of Business

Action on Resolution for approval of four new Bachelor of Science Degrees in Education (BSEd): Special Education, Elementary Education, Middle School Education, and Innovative Technology Education (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for approval of the Bachelor of Science Degree in Sport Management Major (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for approval of the Master's degree in Counselor Education M.ED. (Modification) (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for approval of the Master's degree in Business Administration - MBA (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for approval of the Doctorate in Educational Leadership and Administration - ED.D. ONLINE (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

Action on the Resolution for approval of Educational Specialist ED.S. (APPROVED). The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

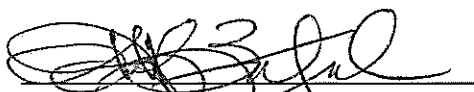
The Board acknowledged the VSU Alumni Association 2019-20 Alumna of the Year Ms. Delores Jordan. The motion was approved with 10 members voting for it. Members Paul Koonce, James Stegmaier, Wayne Turnage, and Gregory Whirley were not present for vote.

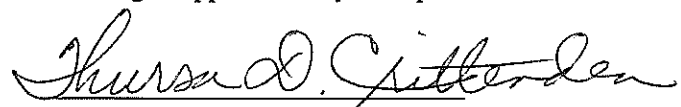
REMARKS FROM THE STUDENT REPRESENTATIVE TO THE BOARD

Ms. Gabrielle Wilks, Student Representative, presented a recap of the Student Government Association's activities for the 2018-2019 academic year. Ms. Wilks shared that she enjoyed working with the Board and thanked the members for their service to Virginia State University.

ADJOURNMENT

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


Huron F. Winstead, Rector


Thursa D. Crittenden, Secretary

9/13/19
Date

9.13.19
Date

VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS

RESOLUTION AUTHORIZING THE
TUITION AND FEES FOR ACADEMIC YEAR 2019-2020

April 26, 2019

WHEREAS, the Commonwealth of Virginia funding policies and the impact of the economic forecast for the foreseeable future contained in the 2018-2020 Biennium Appropriations Act ("Act"); and

WHEREAS, the Act requires each institution to communicate its tuition and fee policy, as approved by the Board of Visitors to the Secretary of Education, the State Council of Higher Education for Virginia ("SCHEV"), and the Chairs of the House Appropriations and Senate Finance Committee by May 15 of each fiscal year; and

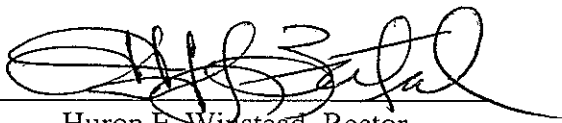
WHEREAS, the Board of Visitors has considered the proposed schedule of tuition, room, board, comprehensive, and miscellaneous fees, identified as Schedules A, B, C, D and E (attached); and

WHEREAS, the rates set for tuition, room, board, comprehensive, and miscellaneous fees, together with administrative actions to control costs, are intended to provide adequate coverage for basic instructional activities, related administrative support, other program and operating costs, and adequate debt service reserves for past and future construction projects utilizing bonded funds.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University approves the tuition, room, board, comprehensive, and miscellaneous fees, found on Schedules A, B, C, D, and E, to be charged to students during the 2019-2020 academic year.

BE IT FURTHER RESOLVED THAT, the President shall monitor any subsequent actions of the General Assembly between now and the beginning of Fiscal Year 2020 for legislative impact on the tuition and fee policy and related funding, and shall implement timely changes required by such legislation, and shall report such action to the Board of Visitors at its next regularly scheduled meeting; and

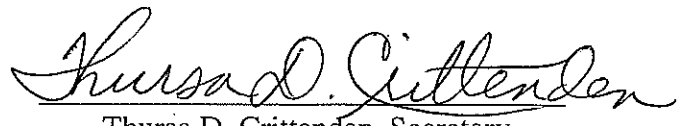
BE IT FURTHER RESOLVED THAT, the President is authorized to establish miscellaneous fees for items not listed in Schedule D, in response to emerging needs and changing circumstances.



Huron F. Winstead, Rector

4.26.19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

SCHEDULE A

Virginia State University
Proposed Full Year Tuition and Fees for Full-Time Students
In-State
FY 2019-2020

	<u>Actual</u> <u>2018-2019</u>	<u>Proposed</u> <u>2019-2020</u>	<u>Increase</u> <u>Amount</u>	<u>%</u> <u>Change</u>
<u>In-State Undergraduate Students</u>				
Tuition	5,540	5,540	-	0.0%
Technology and Infrastructure Fee	229	229	-	0.0%
Comprehensive Fee	2,815	2,899	84	3.0%
Subtotal	<u>8,584</u>	<u>8,668</u>	<u>84</u>	<u>1.0%</u>
Campus Improvement Fee	472	486	14	3.0%
Subtotal - Mandatory	<u>9,056</u>	<u>9,154</u>	<u>98</u>	<u>1.1%</u>
Room	6,548	6,744	196	3.0%
Board	4,660	4,800	140	3.0%
Subtotal Room and Board	<u>11,208</u>	<u>11,544</u>	<u>336</u>	<u>3.0%</u>
Total Cost - Boarding	<u>20,264</u>	<u>20,698</u>	<u>434</u>	<u>2.1%</u>
<u>In-State Graduate Students</u>				
Tuition	8,131	8,375	244	3.0%
Technology and Infrastructure Fee	229	229	-	0.0%
Comprehensive Fee	2,815	2,899	84	3.0%
Subtotal	<u>11,175</u>	<u>11,503</u>	<u>328</u>	<u>2.9%</u>
Campus Improvement Fee	472	486	14	3.0%
Subtotal - Mandatory	<u>11,647</u>	<u>11,989</u>	<u>342</u>	<u>2.9%</u>
Room	6,548	6,744	196	3.0%
Board	4,660	4,800	140	3.0%
Subtotal Room and Board	<u>11,208</u>	<u>11,544</u>	<u>336</u>	<u>3.0%</u>
Total Cost - Boarding	<u>22,855</u>	<u>23,533</u>	<u>678</u>	<u>3.0%</u>
<u>In-State Doctoral Students</u>				
Tuition	8,131	8,375	244	3.0%
Technology and Infrastructure Fee	229	229	-	0.0%
Comprehensive Fee	2,815	2,899	84	3.0%
Subtotal	<u>11,175</u>	<u>11,503</u>	<u>328</u>	<u>2.9%</u>
Campus Improvement Fee	472	486	14	3.0%
Subtotal - Mandatory	<u>11,647</u>	<u>11,989</u>	<u>342</u>	<u>2.9%</u>
Room	6,548	6,744	196	3.0%
Board	4,660	4,800	140	3.0%
Subtotal Room and Board	<u>11,208</u>	<u>11,544</u>	<u>336</u>	<u>3.0%</u>
Total Cost - Boarding	<u>22,855</u>	<u>23,533</u>	<u>678</u>	<u>3.0%</u>

SCHEDULE B

Virginia State University
Proposed Full Year Tuition and Fees for Full-Time Students
Out-of-State
FY 2019-2020

	Actual 2018-2019	Proposed 2019-2020	Increase Amount	% Change
<u>Out-of-State Undergraduate Students</u>				
Tuition	16,060	16,542	482	3.0%
Technology and Infrastructure Fee	229	229	-	0.0%
Comprehensive Fee	2,815	2,899	84	3.0%
Subtotal	<u>19,104</u>	<u>19,670</u>	566	3.0%
Campus Improvement Fee	472	486	14	3.0%
State Capital Outlay Fee	731	753	22	3.0%
Subtotal - Mandatory	<u>20,307</u>	<u>20,909</u>	602	3.0%
Room	6,548	6,744	196	3.0%
Board	4,660	4,800	140	3.0%
Subtotal Room and Board	<u>11,208</u>	<u>11,544</u>	336	3.0%
Total Cost - Boarding	<u><u>31,515</u></u>	<u><u>32,454</u></u>	<u><u>939</u></u>	<u><u>3.0%</u></u>
<u>Out-of-State Graduate Students</u>				
Tuition	18,084	18,627	543	3.0%
Technology and Infrastructure Fee	229	229	-	0.0%
Comprehensive Fee	2,815	2,899	84	3.0%
Subtotal	<u>21,128</u>	<u>21,755</u>	627	3.0%
Campus Improvement Fee	472	486	14	3.0%
State Capital Outlay Fee	731	753	22	3.0%
Subtotal - Mandatory	<u>22,331</u>	<u>22,994</u>	663	3.0%
Room	6,548	6,744	196	3.0%
Board	4,660	4,800	140	3.0%
Subtotal Room and Board	<u>11,208</u>	<u>11,544</u>	336	3.0%
Total Cost - Boarding	<u><u>33,539</u></u>	<u><u>34,538</u></u>	<u><u>999</u></u>	<u><u>3.0%</u></u>
<u>Out-of-State Doctoral Students</u>				
Tuition	18,084	18,627	543	3.0%
Technology and Infrastructure Fee	229	229	-	0.0%
Comprehensive Fee	2,815	2,899	84	3.0%
Subtotal	<u>21,128</u>	<u>21,755</u>	627	3.0%
Campus Improvement Fee	472	486	14	3.0%
State Capital Outlay Fee	731	753	22	3.0%
Subtotal - Mandatory	<u>22,331</u>	<u>22,994</u>	663	3.0%
Room	6,548	6,744	196	3.0%
Board	4,660	4,800	140	3.0%
Subtotal Room and Board	<u>11,208</u>	<u>11,544</u>	336	3.0%
Total Cost - Boarding	<u><u>33,539</u></u>	<u><u>34,538</u></u>	<u><u>999</u></u>	<u><u>3.0%</u></u>

SCHEDULE C

**Virginia State University
Proposed Full Year Tuition and Fees for Part-Time Students
Tuition And Mandatory E&G Fee Increases
FY 2019-2020**

	<u>Actual 2018-2019</u>	<u>Proposed 2019-2020</u>	<u>Increase Amount</u>	<u>% Change</u>
<u>In-State Undergraduate Students</u>				
Tuition	395	395	-	0.0%
Comprehensive Fee	10	10	-	0.0%
Total Cost - per Credit Hour	<u>405</u>	<u>405</u>	<u>-</u>	<u>0.0%</u>
Tuition (three semester hours)	1,186	1,186	-	0.0%
Comprehensive Fee (Student Health)	30	30	-	0.0%
Tuition and Fees (three semester hours)	<u>1,216</u>	<u>1,216</u>	<u>-</u>	<u>0.0%</u>
<u>In-State Graduate Students</u>				
Tuition	550	567	17	3.0%
Comprehensive Fee	10	10	-	0.0%
Total Cost - per Credit Hour	<u>560</u>	<u>577</u>	<u>17</u>	<u>2.9%</u>
Tuition (three semester hours)	1,650	1,700	50	3.0%
Comprehensive Fee	30	30	-	0.0%
Tuition and Fees (three semester hours)	<u>1,680</u>	<u>1,730</u>	<u>50</u>	<u>2.9%</u>
<u>Out-of-State Undergraduate Students</u>				
Tuition	876	902	26	3.0%
Comprehensive Fee	10	10	-	0.0%
Total Cost - per Credit Hour	<u>886</u>	<u>912</u>	<u>26</u>	<u>3.0%</u>
Tuition (three semester hours)	2,628	2,707	79	3.0%
Comprehensive Fee	30	30	-	0.0%
Tuition and Fees (three semester hours)	<u>2,658</u>	<u>2,737</u>	<u>79</u>	<u>3.0%</u>
<u>Out-of-State Graduate Students</u>				
Tuition	1,049	1,080	31	3.0%
Comprehensive Fee	10	10	-	0.0%
Total Cost - per Credit Hour	<u>1,059</u>	<u>1,090</u>	<u>31</u>	<u>3.0%</u>
Tuition (three semester hours)	3,149	3,243	94	3.0%
Comprehensive Fee	30	30	-	0.0%
Tuition and Fees (three semester hours)	<u>3,179</u>	<u>3,273</u>	<u>94</u>	<u>3.0%</u>

SCHEDULE D

**Virginia State University
Other Miscellaneous Fees
FY 2019-2020**

Required Deposits:

Entering Freshmen/First Time Student or Transfer Student (less than 30 hours)	
Orientation Fee Fall Admit - non-refundable	175.00
Orientation Fee Spring Admit - non-refundable	75.00
Room Deposit - refundable	150.00

Transfer Student with 30 hours or more	
Advance Tuition Deposit - non-refundable	100.00
Room Deposit- refundable	150.00

Returning Students Residing on Campus:	
Room Reservation Deposit	150.00

Housing Cancellation Fee	500.00
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Off-Campus Meal Plan:

5 Meal A Plan plus \$170 and 3 Guest Meals	697.00 per semester
5 Meal B Plan plus \$270 and 3 Guest Meals	810.00 per semester
5 Meal C Plan plus \$370 and 3 Guest Meals	922.00 per semester
5 Meal D Plan plus \$470 and 3 Guest Meals	1,034.00 per semester
5 Meal E Plan plus \$570 and 3 Guest Meals	1,147.00 per semester

Optional Board Plan Upgrade (Deluxe 21 Plan)	2,666.00 per semester
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Tuition Payment Plan Enrollment Fees	up to 45.00
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Off-Campus Tuition

Off-Campus Undergraduate Tuition	336.00 per credit hour
Off-Campus Graduate Tuition	541.00 per credit hour

Continuing-Education Unit (CEU)	226.00 per credit hour
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Student Teaching

Virginia Resident	358.00 per credit hour
Non-Virginia Resident	793.00 per credit hour

Internship

Virginia Resident	358.00 per credit hour
Non-Virginia Resident	793.00 per credit hour

TrojanAdvance Fees

VSU TrojanAdvance Participants	124.00
VSU TrojanAdvance Participants Course Materials Fee	75.00

VSU TrojanAdvance Participants Excellence Awards (Rebate for A or B after fall validation)	(100.00)
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Current VCCS Students	124.00
Current VCCS Students Course Materials Fee	75.00

Continuing Education Students and Non-VSU Participant Tuition	254.00
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Continuing Education and Non-VSU Participant Digital Course Materials Fee	75.00
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SCHEDULE D (continued)

Continuing Education Students Excellence Awards (Rebate for A or B, If they have validated for the fall term as a degree seeking student.)	(230.00)
Dietetic Internship Certificate Program	
Program Fee	8,500.00
Application Fee	50.00
Variable-Rate Course Materials Fee	25.00 - 200.00
Applied Music Fee	250.00 per semester
Organic Chemistry Fee	50.00 per course
Chemistry Lab Fee	25.00 per course
Studio Art Fee	50.00 per course
Biology 120 & 121 (lab fee only)	25.00 per course
Late Registration Fee	50.00
Late Validation Fee (\$100 per week up to \$400)	100.00 - 400.00
Global Access Fee (one-time voluntary fee)	135.00
National Student Exchange Application Fee	150.00
Study Abroad Administrative Fee	250.00
Health Insurance for International Students	500.00 per semester
International Student Document Processing Fee	70.00
Returned Check Fee	50.00
Miscellaneous Processing Fee	5.00
Evaluation of Work / Life Experiences	(50% of applicable tuition)
Comprehensive Exam Fee (not enrolled for other courses)	50.00
Proficiency Exam	(50% of applicable tuition)
Thesis Fee (non-enrolled)	60.00
Transcript Fee	5.00
Graduation Fee	60.00
Wireless Technology Program	
Tuition	7,500.00
Board	500.00
Total Program Cost per Student	8,000.00
Enterprise Systems Certificate Program	
Program Fee	4,200.00
Tuition	75.00
Course Materials	150.00
SAP Certification Testing Fee	290.00
Total Program Cost Per Student	4,715.00
SAP Certification Program Per Course Tuition	1,050.00
Water Safety Course Fee	35.00
Masters of Individualized Studies in Public Affairs	13,000.00 per student for the 2 year program

SCHEDULE D (continued)

Parking Decal Fee (All vehicles must display a valid decal)	
Executive Reserved	150.00
Faculty and Staff	119.00
Full-time/Part-time Students	75.00
Monthly Fee	5.00
Replacement Decal Fee	3.00
Second Decal Fee	10.00
 Parking Fines	
Parking in Handicapped Space	200.00
Parking in Reserved Space	35.00
Parking Unregistered/Unauthorized Vehicle on University Property	50.00
Parking in Fire Lane/Within 15 Ft. of Fire Hydrant	35.00
Parking on Sidewalk, Crosswalk, Driveways or Grass	50.00
Application of Wheel Lock	100.00
Parking in Faculty/Staff Lot	35.00
Parking in Restricted Space	50.00
Exceeding Posted Time Limit	30.00
Improper/Double Parking	30.00
Blocking Normal Flow of Traffic	30.00
Parking Against Flow of Traffic	30.00
Blocking Another Vehicle	30.00
Parking in Loading Zone	50.00
Improper Display of Registered Decal	35.00
Illegal Removal of Wheel Lock	100.00
 VSU Identification Card	
Lost and stolen card replacement	25.00
Damaged card replacement (must return damaged card)	10.00

Summer 2020 Fees -Graduate and Undergraduate

Board	170 per week
Room	
<i>Single Occupancy</i>	293 per week
<i>Double Occupancy</i>	259 per week

Note: Changed fees are in italics and bold

SCHEDULE E

**Virginia State University
Proposed Annual Room Rates
FY 2019-2020**

Residence Hall	Single	Double	4-Person
Branch	7,704	6,744	
Byrd	7,704	6,744	
Eggleston (Single)	8,197		
Langston	7,704	6,744	
Seward (Single)	8,087		
Whiting	8,197	6,744	
Williams	7,704	6,744	
Quad I & II	8,231	7,752	
Gateway II	8,231	7,752	
Moore Hall - 1 Person Private Suite	9,036		
Moore Hall - 2 Person Private Suite		8,829	
Moore Hall - 4 Person Private Suite			8,463
Moore Hall - 4 Person Suite			7,651

**Proposed Annual Board Rates
FY 2019-2020**

	Annual
a. Deluxe 21 Meal Plan plus \$230 and 10 Guest Meals	5,332
b. 19 Meal Plan plus \$70 and 5 Guest Meals	4,800
c. 14 Meal Plan plus \$170 and 5 Guest Meals	4,800
d. 10 Meal Plan plus \$270 and 5 Guest Meals	4,800
e. 7 Meal Plan plus \$310 and 5 Guest Meals	4,800

**VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS**

**RESOLUTION AUTHORIZING THE OPERATING BUDGET FOR
FISCAL YEAR 2019-2020**

APRIL 26, 2019

WHEREAS, the Board of Visitors, has today given consideration and approved tuition and fee rates for Fiscal Year 2019-2020, within the limits set by the Commonwealth of Virginia as proposed by the Governor, based on the 2018 Virginia Acts of Assembly, Chapter 2; and

WHEREAS, the tuition and fee rates approved for Fiscal Year 2019-2020 as presented by the Administration are deemed reasonable and consistent with past Appropriation Acts; and

WHEREAS, the appropriations to the 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 Act; and

WHEREAS, the University has forecast revenue collections from all sources for Fiscal Year 2019-2020, based on conservatively anticipated enrollment levels; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Visitors approves the Proposed 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

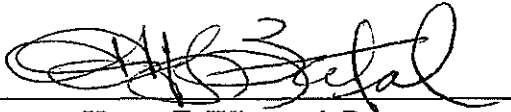
BE IT FURTHER RESOLVED THAT, the Board of Visitors approves the budgeted amounts for the Cooperative Extension and Agricultural Research Services ("CEARS") programs as appearing on Schedule II; and

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 2019-2020 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 final Appropriation Act and also to reallocate and expend all unexpended fiscal year 2018-2019 Educational and General and Auxiliary Enterprise funding that may be re-appropriated for use in fiscal year 2019-2020 and to expend local funds available to the University should the need arise; and

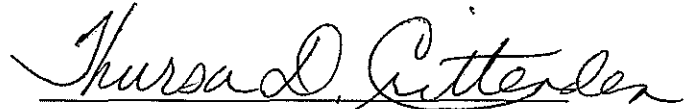
BE IT FURTHER RESOLVED THAT, the University President shall provide to the Board, at its next regular scheduled board meeting, a presentation of the actual budget distribution.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

Table I
Virginia State University
Budget Plan
Fiscal Year 2020

	2018- 2019 Budget Plan	Proposed 2019 - 2020 Budget Plan	Change \$	Change %
Revenue				
Educational & General (E & G)				
State General Funds (University)	\$ 35,210,674	\$ 38,889,330	\$ 3,678,656	10.4%
Total General Funds	<u>\$ 35,210,674</u>	<u>\$ 38,889,330</u>	<u>\$ 3,678,656</u>	10.4%
Non-General Funds				
Tuition	\$ 37,291,397	\$ 36,072,478	\$ (1,218,919)	-3.3%
Federal College Work-Study	262,991	262,991	-	0.0%
Technology Fee	929,454	877,490	(51,964)	-5.6%
Other E&G Fees and Revenue	1,190,000	1,190,000	-	0.0%
Out of State Capital Outlay Fee	801,425	778,802	(22,623)	-2.8%
Total Non-General Funds	<u>\$ 40,475,267</u>	<u>\$ 39,181,761</u>	<u>\$ (1,293,506)</u>	-3.2%
Total Educational & General	<u>\$ 75,685,941</u>	<u>\$ 78,071,091</u>	<u>\$ 2,385,150</u>	3.2%
Auxiliary Enterprises (Schedule I)	\$ 45,625,415	\$ 46,236,299	\$ 610,884	1.3%
Sponsored Programs	28,447,617	28,447,617	-	0.0%
State Student Financial Assistance General Funds	8,615,565	9,506,879	891,314	10.3%
Local Funds	2,525,625	2,525,625	-	0.0%
Cooperative Extension and Agricultural Research Services (Schedule II)	11,031,656	11,076,279	44,623	0.4%
Total Revenue	<u>\$ 171,931,819</u>	<u>\$ 175,863,790</u>	<u>\$ 3,931,971</u>	2.3%
Expenditures				
Educational & General (E & G)				
Instruction	\$ 39,337,784	\$ 40,863,729	\$ 1,525,945	3.9%
Research	1,164,712	1,195,155	30,443	2.6%
Public Service	44,684	46,236	1,552	3.5%
Academic Support	5,090,656	5,252,421	161,765	3.2%
Student Support	4,727,965	4,897,136	169,171	3.6%
Institutional Support	12,346,277	12,624,983	278,706	2.3%
Operation and Maintenance of Plant	5,977,736	6,195,304	217,568	3.6%
Total Educational & General	<u>\$ 68,689,814</u>	<u>\$ 71,074,964</u>	<u>\$ 2,385,150</u>	3.5%
Auxiliary Enterprises (Schedule I)	\$ 45,625,415	\$ 46,236,299	\$ 610,884	1.3%
Sponsored Programs	28,447,617	28,447,617	-	0.0%
Student Financial Assistance	15,611,692	16,503,006	891,314	5.7%
Local Funds	2,525,625	2,525,625	-	0.0%
Cooperative Extension and Agricultural Research Services (Schedule II)	11,031,656	11,076,279	44,623	0.4%
Total Expenditures	<u>\$ 171,931,819</u>	<u>\$ 175,863,790</u>	<u>\$ 3,931,971</u>	2.3%
Revenue Over/(Under) Expenditures	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	

Schedule I
Virginia State University
Auxiliary Enterprise Operating Budget
Budget Plan for FY 2020

	2018 - 2019 Budget Plan	Proposed 2019 - 2020 Budget Plan	\$ Change	% Change
REVENUES				
<u>Student Fees</u>				
Residence Life	\$ 17,351,177	\$ 17,825,419	\$ 474,242	2.7%
Comprehensive Fee	11,982,530	11,253,536	(728,994)	-6.1%
Food Service	11,773,690	12,184,308	410,618	3.5%
LOOC Course Fee	750,000	1,200,000	450,000	60.0%
Campus Improvement Fee	1,915,730	1,883,493	(32,237)	-1.7%
<i>Subtotal - Student Fees</i>	<u>\$ 43,773,127</u>	<u>\$ 44,346,756</u>	<u>\$ 573,629</u>	<u>1.3%</u>
<u>Other Revenues</u>				
Sales and Services ⁽¹⁾	\$ 310,000	\$ 342,505	\$ 32,505	10.5%
Miscellaneous ⁽²⁾	526,788	586,788	60,000	11.4%
Bookstore Commissions	200,000	200,000	-	0.0%
Parking Fees / Fines	360,500	300,250	(60,250)	-16.7%
Misc. Fees ⁽³⁾	455,000	460,000	5,000	1.1%
<i>Subtotal - Other Revenues</i>	<u>\$ 1,852,288</u>	<u>\$ 1,889,543</u>	<u>\$ 37,255</u>	<u>2.0%</u>
Total Revenues	<u><u>\$ 45,625,415</u></u>	<u><u>\$ 46,236,299</u></u>	<u><u>\$ 610,884</u></u>	<u><u>1.3%</u></u>
EXPENDITURES AND CONTRIBUTIONS TO RESERVES				
<u>Program Expenditures</u>				
Food Services	\$ 11,667,051	\$ 12,058,239	\$ 391,188	3.4%
Conference Services	200,000	225,000	25,000	12.5%
Residential Facilities	8,349,121	8,812,920	463,799	5.6%
Athletics	5,534,277	6,311,951	777,674	14.1%
Student Activities	1,706,831	1,849,758	142,927	8.4%
Security	1,650,791	1,697,449	46,658	2.8%
Radio Station	334,624	338,035	3,411	1.0%
Foster Hall	337,351	342,232	4,881	1.4%
Administrative Auxiliary Personnel	500,291	829,418	329,127	65.8%
Student Health Services	1,332,602	1,489,356	156,754	11.8%
Campus Card Operations (student)	223,501	227,382	3,881	1.7%
Work-study	276,788	276,788	-	0.0%
Transportation	72,668	72,668	0	0.0%
Parking	360,500	300,250	(60,250)	-16.7%
Bookstore	150,000	200,000	50,000	33.3%
LOOC Course Operations	750,000	1,200,000	450,000	60.0%
MPC Auxiliary Operations	482,440	270,166	(212,274)	-44.0%
Auxiliary recoveries	-	(180,000)	(180,000)	N/A
<i>Subtotal - Program Expenditures</i>	<u>\$ 33,928,835</u>	<u>\$ 36,321,612</u>	<u>\$ 2,392,777</u>	<u>7.1%</u>

	2017 - 2018 Budget Plan	Proposed 2018 - 2019 Budget Plan	\$ Change	% Change
<u>Other Expenditures</u>				
Debt Service ⁽⁴⁾	\$ 9,769,496	\$ 9,753,637	\$ (15,859)	-0.2%
Facilities Maintenance Reserve	350,622	350,622	0	0.0%
Scholarships ⁽⁵⁾	700,000	700,000	-	0.0%
Subtotal - Other Expenditures	<u>\$ 10,820,117</u>	<u>\$ 10,804,259</u>	<u>\$ (15,858)</u>	<u>-0.1%</u>
Total Expenditures	<u>\$ 44,748,953</u>	<u>\$ 47,125,871</u>	<u>\$ 2,376,918</u>	<u>5.3%</u>
Contribution to/fron Reserves	\$ 876,462	\$ (889,572)	\$ (1,766,034)	-201.5%
Total Expenditures and Reserve Contribution	<u>\$ 45,625,415</u>	<u>\$ 46,236,299</u>	<u>\$ 610,884</u>	<u>1.3%</u>
Contributions to Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Notes:				
(1) <u>Sales and Services Revenue</u>				
Residential Facilities (Laundry and Commissions)	\$ 35,000	\$ 42,505	\$ 7,505	21.4%
Conference Services	200,000	225,000	25,000	12.5%
Food Service Commissions	75,000	75,000	-	0.0%
Total Revenue Sales and Services	<u>\$ 310,000</u>	<u>\$ 342,505</u>	<u>\$ 32,505</u>	<u>10.5%</u>
(2) <u>Misc Revenues</u>				
Interest Earned on Auxiliary Funds	\$ 250,000	\$ 310,000	\$ 60,000	24.0%
Work-study	276,788	276,788	-	0.0%
Total Miscellaneous Revenue	<u>\$ 526,788</u>	<u>\$ 586,788</u>	<u>\$ 60,000</u>	<u>11.4%</u>
(3) <u>Misc. Fees</u>				
Student Health Services	\$ 15,000	\$ 20,000	\$ 5,000	33.3%
Residence Life	150,000	150,000	-	0.0%
Student Activities	40,000	40,000	-	0.0%
VSU One Card	50,000	50,000	-	0.0%
Athletics	200,000	200,000	-	0.0%
Total Misc. Fees	<u>\$ 455,000</u>	<u>\$ 460,000</u>	<u>\$ 5,000</u>	<u>1.1%</u>
(4) <u>Debt</u>				
Residence Life	\$ 8,674,329	\$ 8,657,296	\$ (17,033)	-0.2%
Food Services	346,291	344,041	(2,250)	-0.6%
Other Auxiliary Debt	748,875	752,300	3,425	0.5%
	<u>\$ 9,769,496</u>	<u>\$ 9,753,637</u>	<u>\$ (15,859)</u>	<u>-0.2%</u>
(5) <u>Scholarships</u>				
Bookstore	\$ 200,000	\$ 100,000	\$ (100,000)	-50.0%
Auxiliary Scholarships	500,000	600,000	100,000	20.0%
Total Scholarships	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ -</u>	<u>0.0%</u>

Schedule II
 Virginia State University
 Cooperative Extension and Agricultural Research Services (CEARS)
 Budget Plan for FY 2020

	2018- 2019 Budget Plan	Proposed 2019 - 2020 Budget Plan	Change \$	Change %
Revenue				
Educational & General (E & G)				
State General Funds (CEARS)	\$ 5,590,340	\$ 5,634,963	\$ 44,623	0.8%
Total General Funds	<u>\$ 5,590,340</u>	<u>\$ 5,634,963</u>	<u>\$ 44,623</u>	0.8%
Non-General Funds				
E & G Sponsored Programs (CEARS)	\$ 5,441,316	\$ 5,441,316	\$ -	0.0%
Total Non-General Funds	<u>\$ 5,441,316</u>	<u>\$ 5,441,316</u>	<u>\$ -</u>	0.0%
Total Revenue	<u><u>\$ 11,031,656</u></u>	<u><u>\$ 11,076,279</u></u>	<u><u>\$ 44,623</u></u>	0.4%
Expenditures				
Educational & General (E & G)				
Research	\$ 3,854,279	\$ 3,881,157	\$ 26,878	0.7%
Public Service	6,457,222	6,447,432	(9,790)	-0.2%
Institutional Support	14,875	24,500	9,625	64.7%
Operation and Maintenance of Plant	705,280	723,190	17,910	2.5%
Total Expenditures	<u><u>\$ 11,031,656</u></u>	<u><u>\$ 11,076,279</u></u>	<u><u>\$ 44,623</u></u>	0.4%
 Revenue Over/Under Expenditures	 <u><u>\$ 0</u></u>	 <u><u>\$ 0</u></u>	 <u><u>\$ 0</u></u>	

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

APPROVING SIX-YEAR CAPITAL PLAN FOR 2020 - 2026

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 2020-2026 Capital Plan was developed by application of the 2017 Campus Master Plan; and

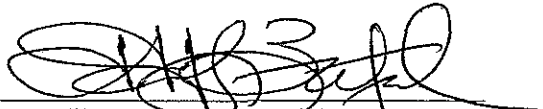
WHEREAS, § 23.1-1016(B) of the *Code of Virginia* requires that “[a]ll capital projects of a covered institution, whether funded by an appropriation of the General Assembly or otherwise, shall be approved by the institution's governing board”; and

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 and the University's Strategic Plan.

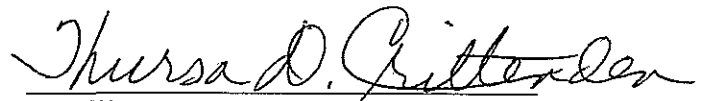
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Six Year Capital Plan covering the fiscal years 2020-2026.



Huron F. Winstead, Rector

4.26.19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

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

USE OF NON-UTILIZED LOCAL FUNDS

WHEREAS, the Office of the Vice President for Finance and Chief Fiscal Officer (the "Office of the CFO") has undertaken a comprehensive review of all local funds held by Virginia State University (the "University") in an effort to locate and potentially reallocate non-utilized resources to support the mission of the University; and

WHEREAS, the Office of the CFO, as a component of this local fund review, identified several inactive funds as priority targets for further review (the "Funds"). The Funds identified were as follows:

	<u>Balance as of June 30, 2018</u>
#920000 Special Student Loan	\$36,501
#920005 State Student Loan	\$75,919
#920010 Institutional GSL	\$144,133
#920015 Institutional Perkins	\$71,110
#920020 Fountain Loans	\$30,429
#920025 Dorm Loans	\$93,010
#800185 ECMC Family Federal Loan	\$177,142
	<u>\$628,244</u>

WHEREAS, the Office of the CFO determined that the best use of these Funds would be for additional scholarship support for students; and

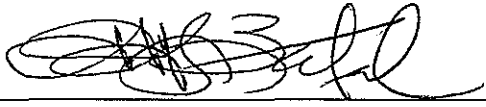
WHEREAS, the Office of the CFO came to this determination by reviewing current financial student need, by researching the origin and past use of the Funds, by documenting such efforts in a Memorandum to File ("MTF"), by reviewing five-year transactional details for each Fund, and by coordinating compliance and legal review with the Internal Audit Department and the University Legal Counsel's Office of Virginia State University; and

WHEREAS, the MTF and accompanying documentation was further reviewed by the Vice President for Finance, Associate Vice President for Finance, Special Assistant to the Vice President for Finance, Bursar, Controller, Assistant Controller, Internal Auditor, University Ombudsman; and

WHEREAS, the MTF was submitted to the Auditor of Public Accounts ("APA") of the Commonwealth of Virginia for comment and the APA noted no concerns; and

NOW, THEREFORE, BE IT RESOLVED, the Board finds that Office of the CFO has satisfactorily completed its due diligence review of these select local Funds; and

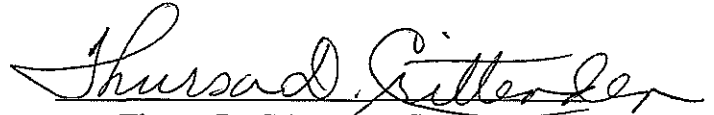
BE IT FURTHER RESOLVED, that the Board approves the reallocation of these stated Funds for the purpose of providing additional scholarship support to students of the University.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

Resolution of
The Board of Visitors of
Virginia State University
To Approve
Fiscal Year Internal Audit Plan
April 26, 2019

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 the FY20 Internal Audit Plan; and

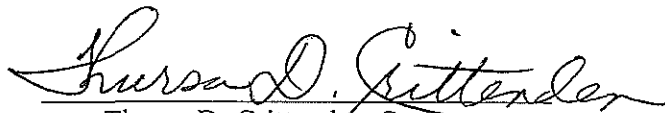
WHEREAS, the Board of Visitors has reviewed the proposed the FY20 Internal Audit Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Visitors of Virginia State University approves the FY20 Internal Audit Plan.


Huron E. Winstead, Rector

4/26/19

Date


Thursa D. Crittenden, Secretary

4.26.19

Date

VIRGINIA STATE UNIVERSITY
Petersburg, Virginia

Date: April 26, 2019	Board Committee: Facilities, Finance and Audit Committee
	Initiating Unit: Internal Audit
Board Action: Approval	Additional Information Included in Board Package: Yes

TOPIC: Revised Internal Audit Plan

BACKGROUND:

In accordance with The Institute of Internal Auditors International Professional Practices Framework, Performance Standard 2020, 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 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 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 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 Facilities, Finance and 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
REVISED INTERNAL AUDIT PLAN FY20
April 25-26, 2019

Audit Activities		Budget	Subtotal
Audit Planning and Business Operations			
1	Audit Plan and Risk Assessment	155	
2	Policies, Procedures and Website Maintenance (Audit Manual)	65	
3	Board Meetings and Report Preparation	65	
4	Quality Assurance Program - Self Assessment (QAR)	135	
5	Business Operations and External Communications	610	
6	Professional Development	240	
7	Investigate the use of Automated Work papers	295	
	Subtotal		1,565
Risk-Based Audits			
8	Capital Outlay/Facilities	610	
9	University Grants	610	
10	Admissions	500	
	Subtotal		1,720
Special Investigations and Board of Visitors' Requests			
22	OSIG - Commonwealth Fraud, Waste, and Abuse Hotline	920	
23	Special Investigations	1,115	
24	Management Investigative Requests	150	
	Subtotal		2,185
Management and Advisory Services			
25	Emerging Compliance, Internal Control Awareness	150	
26	Enterprise Risk Management Committee	50	
27	President's Cabinet Meeting	160	
28	Board of Visitors Request	150	
29	Management Request	150	
30	APA Audit Coordination	150	
	Subtotal		810
Total Direct Audit Hours (75%)		6,280	
Administration			
31	General Administration	500	
32	VSU General Meetings (i.e. Opening Session)	70	
33	Holiday and Compensated Absences	1,472	
	Subtotal		2,042
Total Indirect Audit Hours (25%)		2,042	
Total Hours Allocated		8,322	
Total Hours Available		8,320	
Excess/(Shortfall)		(2)	

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

Participation in Faculty Teaching Load Assessment

WHEREAS, the Commonwealth of Virginia has implemented a statewide strategic plan to make Virginia the best-educated state in the nation, including a goal to provide affordable access for all through the alignment of state appropriations, financial aid and tuition and fees; and

WHEREAS, the General Assembly directed the Joint Legislative Audit and Review Commission to study the cost efficiency of the Commonwealth's institutions of higher education and to present options and recommendations for reducing the cost of public higher education in Virginia (HJR 108); and

WHEREAS, the Joint Legislative Audit and Review Commission pursuant to § 4-9.04 of Chapter 836 of the 2017 Acts of Assembly § 4-9.04a.8, recommends the Board of Visitors at each Virginia public four-year higher education institution, to the extent practicable, shall participate in national faculty teaching load assessments by discipline and faculty type; and

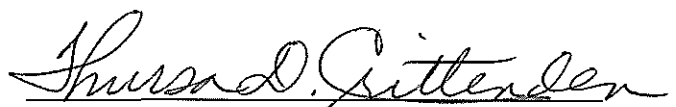
WHEREAS, the Board of Visitors of the public institutions of higher education are responsible for ensuring that the goals specified above, and other responsibilities as may be prescribed by law, are met; and

WHEREAS, Virginia State University has not previously participated in this initiative and participation will allow critical benchmarking related to faculty by discipline and type of institution for the University in support of its mission and its strategic plan.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves Virginia State University's participation in the 2019 Cohort of the National Study of Instructional Costs and Productivity "The Delaware Cost Study."



Huron F. Winstead, Rector



Thursa D. Crittenden, Secretary

4.26.19

Date

4.26.19

Date

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

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, VSU is proposing a substantial modification of the existing Master of Education (M.Ed.) in Counselor Education. The current 48 credit hour Master of Education (M.Ed.) will increase by 12 hours to create a 60-credit degree program; and

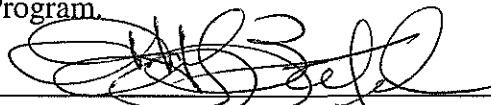
WHEREAS, the proposed modified program will allow VSU's Department of School and Community Counseling to pursue accreditation with the Council for Accreditation for Counseling and Related Educational Programs (CACREP) in School Counseling Pre K-12 and Clinical Mental Health Counseling; and

WHEREAS, the rationale for the proposed change centers around the need to prepare students to serve as entry-level licensed counselors, and certified school and clinical mental health counselors; and

WHEREAS, the proposed modified degree program aligns to the statutory authority of § 22.1-298.1 of the *Code of Virginia* which requires every person seeking initial licensure or renewal of a license with an endorsement as a school counselor to complete training in the recognition of mental health disorders and behavioral distress, including depression, trauma, violence, youth suicide, and substance abuse; and

WHEREAS, the changes sought for the Counselor Education Program Master of Education (M.Ed.) in School Counseling Pre K-12 (specialization) and Clinical Mental Health Counseling (specialization) will successfully and consummately address the credit hour requirements and the curriculum requirements of the Commonwealth and the Virginia Board of Counseling.

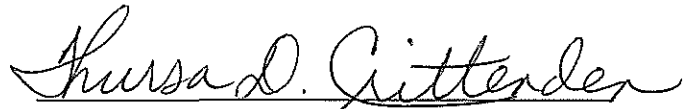
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the modification of 12 hours to the Counselors Education (M.Ed.) Program.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
APPROVAL OF
MASTER OF BUSINESS ADMINISTRATION (MBA) PROGRAM**

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, the Virginia State University Master of Business Administration program will provide pathways to positions of leadership in society. Students will select from four tracks to specialize their training, namely: Entrepreneurship and Innovation Management, Accounting Information Systems, Cybersecurity and Digital Marketing; and

WHEREAS, the proposed MBA program will equip managers and entrepreneurs “to serve their communities as informed citizens” emphasizing the implementation of ethical and socially responsible strategies; and

WHEREAS, Virginia State University will offer an online MBA program which will provide the opportunity for hundreds of working professionals and military veterans/personnel to complete a relevant graduate degree in an accessible manner; and

WHEREAS, the proposed program will enhance the numbers of under-represented minorities (including African-Americans and Hispanics) in the managerial ranks; and

WHEREAS, the MBA degree will afford graduates working in the Commonwealth of Virginia, many in STEM-Focused careers, the opportunity to advance and reach top echelons in their organizations.

NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Master of Business Administration Degree.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
APPROVAL OF
EDUCATIONAL LEADERSHIP AND ADMINISTRATION ED.D. (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

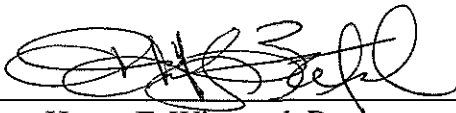
WHEREAS, VSU is proposing a simple modification to add an online delivery option for the Doctor of Education degree program in Educational Leadership and Administration. The curriculum will remain the same as the face-to-face. It will be a cohort-based, online program requiring 60 credit hours of graduate-level courses, an internship, and an applied dissertation. The program remains the same as the original degree program approved by SCHEV; and

WHEREAS, the proposed online delivery method of the Ed.D. in Educational Leadership and Administration is designed to address changes in the educational leadership field and needs in PK-12 education. The changing environment of education is highlighted by critical teacher shortages, the necessity to serve an increasingly diverse group of students through collaboration with communities, rapidly changing technology creating new opportunities for learning, and changing education policy in response to decades of accountability through high stakes testing; 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 Ed.D. in Educational Leadership and Administration online is needed to ensure VSU remains competitive with degree program offerings of peer institutions.

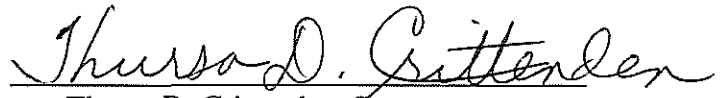
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Educational Leadership and Administration Ed.D. (Online).



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
APPROVAL OF
EDUCATIONAL SPECIALIST (ED.S.)

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, VSU is proposing an Educational Specialist (Ed.S.) degree program in Educational Administration as an advanced degree of 36 credit hours beyond a Master's Degree; and

WHEREAS, the intent of the program is to provide professional opportunities for leaders to meet the continuously changing challenges in education locally, nationally and abroad; and

WHEREAS, the proposed program is designed to assist Virginia school district administrators in meeting requirements of Licensure Regulations for School Personnel approved by the Virginia Department of Education; and

WHEREAS, the Educational Specialist Degree proposed by Virginia State University will serve as one of the requirements to seek the Principal of Distinction (Level II) Administration and Supervision Prek-12 endorsement as set forth in 8VAC20-232-620(F) of the Licensure Regulations for School Personnel.

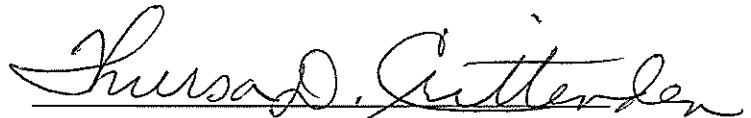
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Educational Specialist (Ed.S.) degree program in Educational Administration.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
APPROVAL OF
SPORT MANAGEMENT MAJOR**

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, the proposed BS in Sport Management is to educate students and create an innovative sport management program that will prepare students for employment in the sports industry at the recreational, high school, collegiate and professional levels; and

WHEREAS, students will learn to network and communicate within the field and help fulfill the employment gap in the industry in the Commonwealth of Virginia. The program will provide students with a deep understanding of culture, diversity, critical thinking and technological influences; and

WHEREAS, graduates of the program will be prepared to obtain entry level employment in communications, facility management, marketing, business, coaching and other various positions from youth sport, high school, collegiate and professional sports teams and governing bodies; and

WHEREAS, graduates of the program will be knowledgeable and skilled at working in diverse populations, addressing culture and societal differences. The program will prepare the graduates to work at the local, national and global levels.

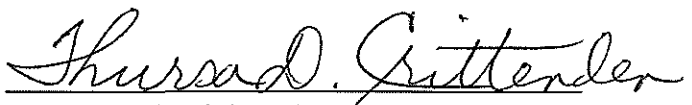
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Sport Management Major.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

**RESOLUTION OF THE
VIRGINIA STATE UNIVERSITY BOARD OF VISITORS
APPROVAL OF
BACHELOR OF SCIENCE DEGREES IN EDUCATION (BSEd)**

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, VSU is proposing four new degree programs in Special Education, Elementary Education, Middle School Education, and Innovative Technology Education. The purpose of the proposed BSEd degree programs are to prepare candidates to serve as Elementary, Middle, and High School Teachers; and

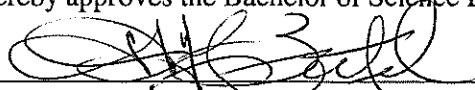
WHEREAS, the proposed BSEd degree in Special Education is to prepare pre-service teachers to serve as special education professionals in PK-12 schools. Graduates will be prepared to work in public and private elementary, middle, and high schools. Graduates will be capable of working with diverse learners and adapting instructional programs based on the relevant cultural needs of the students; and

WHEREAS, the proposed BSEd degree program in Elementary Education is to prepare pre-service teachers to serve as elementary teachers in P-6 schools. Graduates will be prepared to work in public and private primary/elementary schools. Graduates will be capable of working with culturally diverse learners and adapting instructional programs based on students' social and emotional needs; and

WHEREAS, the proposed BSEd degree program in Middle School Education is to prepare pre-service teachers to serve as teachers in 6-8 grade schools. Students will be exposed to multiple and varied teaching situations in which they work with children and adolescents. Students will be trained to assess students' progress and plan for the needs of diverse learners and be prepared to work in public and private middle schools; and

WHEREAS, the proposed BSEd degree program in Innovative Technology Education (ITE) will prepare candidates to help students acquire challenging academic, technical, and employability skills needed to succeed in postsecondary education and in-demand careers. Graduates will be prepared to work in public and private schools in Innovative Technology Education programs that seek to improve the education of children and youth in technology.

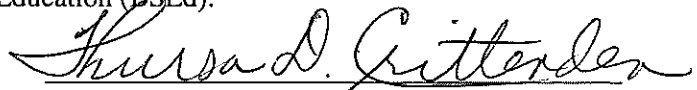
NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Visitors of Virginia State University hereby approves the Bachelor of Science Degrees in Education (BSEd).



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

VIRGINIA STATE UNIVERSITY HONORARY DEGREE RESOLUTION

FOR: Lashrecse Aird, Virginia General Assembly Delegate

WHEREAS, Lashrecse Aird was elected in November 2015 to represent the 63rd District, which includes all of the City of Petersburg, parts of the City of Hopewell, Chesterfield, Dinwiddie and Prince George County. She holds the special distinction of being the youngest woman ever elected to the Virginia House of Delegates. During the 2016 General Assembly Session, Delegate Aird was appointed to serve on the General Laws; Health, Welfare and Institutions; and Appropriations committees.

WHEREAS, Lashrecse Aird successfully sponsored and supported legislation to improve education, health care and workforce and economic development.

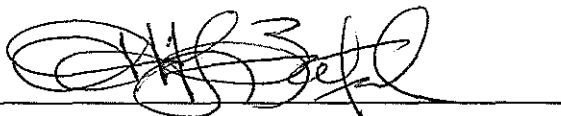
WHEREAS, Lashrecse Aird's service is guided by her allegiance to the citizens she represents and her devotion to improving their quality of life. In her first legislative session, she successfully sponsored and supported legislation to improve education, health care and workforce and economic development.

WHEREAS, Lashrecse Aird currently chairs the 4th Congressional District Committee for the Democratic Party of Virginia. She also chairs the Petersburg Democratic Committee, and is a former member of the Petersburg Planning Commission and the Governor's Council on Women.

WHEREAS, Lashrecse Aird earned her undergraduate degree from Virginia State University in 2008. She is a graduate of the American Council on Education Virginia Network for Women in Higher Education's Senior Leadership Seminar, and a graduate of Virginia Commonwealth University's Minority Political Leadership Institute.

NOW, THEREFORE, BE IT RESOLVED the Honorary Doctoral Degree shall be awarded to Lashrecse Aird.

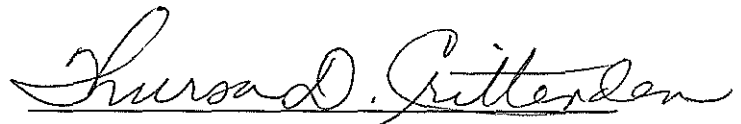
BE IT FURTHER RESOLVED that a suitable copy of this resolution be prepared and presented for Lashrecse Aird.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

VIRGINIA STATE UNIVERSITY HONORARY DEGREE RESOLUTION

FOR: Lucy McBath, Congresswoman for Georgia's 6th District

WHEREAS, Lucy McBath was elected in November 2018 to the United States House of Representatives, Georgia, 6th District. She won the election by a 1 percent margin, becoming the first Democratic candidate to win the district since it was re-drawn in 1993.

WHEREAS, Lucy McBath worked as a national spokeswoman for Everytown for Gun Safety before running for Congress. She lost her son to an issue related to gun violence. Losing her son in such a senseless way fueled her lifelong commitment to community activism and the importance of political engagement.

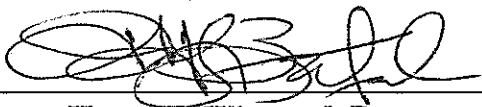
WHEREAS, Lucy McBath joined Moms Demand Action for Gun Sense in America and started her career in politics in 2016 when she served as a surrogate for the Hillary Clinton for President campaign as one of the "Mothers of The Movement." She lobbies Georgia's Congressional, State House and State Senate delegations to enact common sense gun violence prevention laws that save lives.

WHEREAS, Lucy McBath is the recipient of the Chairman's Award of the Georgia Democratic Party in 2017, "Mother of the Year 2016" by VH1 Television, voted as one of Refinery29's 26 National Treasures, and EMILY's List Honoree.

WHEREAS, Lucy McBath earned her B.A. degree in political science from Virginia State University in 1982.

NOW, THEREFORE, BE IT RESOLVED the Honorary Doctoral Degree shall be awarded to Lucy McBath.

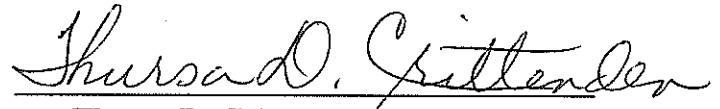
BE IT FURTHER RESOLVED that a suitable copy of this resolution be prepared and presented for Lucy McBath.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date

VIRGINIA STATE UNIVERSITY HONORARY DEGREE RESOLUTION

FOR: Jennifer Leigh McClellan, Virginia State Senator

WHEREAS, Jennifer L. McClellan was elected to the Virginia State Senate, where she served on the Agriculture, Conservation and Natural Resources, Local Government, and Transportation Committees. She also chaired the Dr. Martin Luther King, Jr. Memorial Commission, and served on the Virginia Indian Commemorative Commission and the Task Force on the Preservation of the History of Former Enslaved African Americans.

WHEREAS, Jennifer L. McClellan served as representative for the 71st District in the House of Delegates of Virginia, where she served on the House Education, Commerce and labor, and Courts of Justice Committees, and the Virginia Conflict of Interest and Ethics Advisory Council. She also served as a super delegate at the 2009 Democratic National Convention, and served as vice chair of the Democratic Party of Virginia.

WHEREAS, Jennifer L. McClellan is an Assistant General Counsel at Verizon Communications. She is a member of the Virginia Bar Association (VBA) Board of Governors, the Virginia State Bar, Metropolitan Women's Bar Association, the Richmond Bar Association, and the Oliver Hill/Samuel Tucker Bar Association. She previously served on the Virginia State Bar's Diversity Conference, Young Lawyers Conference (Past President) and Corporate Counsel Section (past Chair), and as Vice Chair of the VBA Pro Bono Task Force.

WHEREAS, Jennifer L. McClellan during her tenure in the General Assembly, served as a member of Governor Ralph Northam's Transition Committee, Chair of Governor McAuliffe's Transition Team, and a member of Governor McDonnell's Domestic Violence Prevention and Response Advisory Board, Governor Kaine's Poverty Reduction Task Force and Commission on Sexual Violence, and the Civil Rights Memorial Commission.

WHEREAS, Jennifer L. McClellan earned her B.A. degree from the University of Richmond in 1994, and her J.D. degree from the University of Virginia in 1997.

NOW, THEREFORE, BE IT RESOLVED the Honorary Doctoral Degree shall be awarded to Jennifer L. McClellan.

BE IT FURTHER RESOLVED that a suitable copy of this resolution be prepared and presented for Jennifer L. McClellan.



Huron F. Winstead, Rector

4/26/19

Date



Thursa D. Crittenden, Secretary

4.26.19

Date



VIRGINIA STATE UNIVERSITY
BOARD OF VISITORS

Acknowledgement from the Virginia State University Board of Visitors

The 2019-2020 VSU Alumni Association Alumna of the Year

Mrs. Deloris Gregory Jordan

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

WHEREAS, Deloris G. Jordan is a graduate of Virginia State College, now Virginia State University, having earned a bachelor's degree in elementary and special education in 1969 and a master's degree from Virginia State University in early childhood education in 1973; and

WHEREAS, Deloris G. Jordan taught for 15 years in public schools in Chesterfield County and the cities of Hopewell and Petersburg before joining Fort Lee, Virginia, working as an Education Specialist in the Army's Troop Support Agency, with a concentration in Training and Career Development for the Army's commissaries, nationwide and abroad. She later moved to the Department of Defense, Defense Commissary Agency (DeCA) at Fort Lee, Virginia, to serve as a supervisory, Human Resources Specialist. She retired from DeCA in 2009 after 25 years of service.

WHEREAS, she works with community groups, local food banks, clients in senior citizen homes in the area as well as students in her community and at Virginia State University. She is a 40-year member of Zeta Phi Beta Sorority, Incorporated, member of the Petersburg Links, Inc., and member of the Tri-City University Women organization.

WHEREAS, she is an avid supporter of Virginia State University, the Greater Petersburg Area Alumni Association as well as the Virginia State University Alumni Association (VSUAA) where she is a life member.

NOW, THEREFORE, the Board of Visitors of Virginia State University acknowledges Deloris G. Jordan as the 2019-2020 VSUAA Alumna of the Year with all the rights and privileges thereto appertaining.

Huron F. Winstead, Rector

4/26/19

Date

Makola M. Abdullah, Ph.D., President

4/26/19

Date