

AGENDA



Old Dominion University
Board of Visitors
December 4, 2014

**BOARD OF VISITORS
OLD DOMINION UNIVERSITY
Thursday, December 4, 2014, 9:00 a.m.
Board Room, Webb University Center**

AGENDA

- I. Call to Order
Ronald C. Ripley, Rector
 - II. Statewide Strategic Plan for Higher Education
John R. Broderick, President
 - III. Old Dominion University's 2014-2019 Strategic Plan
*Carol Simpson, Provost and Vice President for Academic Affairs
Ellen Neufeldt, Vice President for Student Engagement & Enrollment Services*
 - IV. Recess for Standing Committee Meetings
Ronald C. Ripley, Rector
 - V. Reconvene
Ronald C. Ripley, Rector
 - VI. Approval of Minutes – September 18, 2014 Meeting
Ronald C. Ripley, Rector
 - VII. Rector's Report
Ronald C. Ripley, Rector

Ratification of Action Taken by Executive Committee on November 17, 2014 (pp. 3-4)
 - VIII. President's Report
John R. Broderick, President
 - IX. Reports of Standing Committees
 - A. Audit Committee
Ronald C. Ripley, Rector & Presiding Chair
 - B. Academic and Research Advancement Committee
Andrea M. Kilmer, Chair
- 1.IX.R

**RATIFICATION OF ACTION TAKEN BY EXECUTIVE COMMITTEE
ON NOVEMBER 17, 2014
HONORARY DEGREE RECOMMENDATION**

RESOLVED that the Board of Visitors ratifies the action taken by the Executive Committee on November 17, 2014, to approve the award of a Doctor of Humane Letters (*honoris causa*) to

She is also a contributor to the Virginia Beach Contemporary Arts Center.

She and her husband, David R. Goode, are benefactors to Virginia Wesleyan College's new arts building.

The Goodes are benefactors to the Art Museums of Colonial Williamsburg whose contributions will support tours, teacher workshops and regular classes that will be offered at the DeWitt Wallace Decorative Arts Museum's newly named

MID-YEAR TENURE RECOMMENDATION

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the award of tenure and promotion to associate professor for the following faculty member at Old Dominion University. The tenure and promotion will be effective with the Spring 2015 semester.

College of Engineering and Technology

Shu Xiao

Department of Electrical and Computer Engineering

Analysis and Recommendation:

The following contains my recommendation for the tenur

Since joining the tenure track faculty of Old Dominion University, Dr. Xiao has held a reduced teaching load commensurate with his 50% appointment in the Frank Reidy Center for Bioelectronics. He has developed and regularly taught 2 different courses at the 400/500-level, on power electronics and electric drives and obtained two education grants, one from Dominion Foundation (\$30,000) and one from the Department of Energy/University of Minnesota (\$24,999), to develop labs for these two courses as part of future energy career training. Dr. Xiao

AWARD OF TENURE TO A FACULTY MEMBER

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the award of tenure to Dr. Matthew William Schmidt as Associate Professor of Ocean, Earth and Atmospheric Sciences in the College of Sciences, effective December 4, 2014.

Salary: \$90,000 for 10 months

Rank: Associate Professor of Ocean, Earth and Atmospheric Sciences

The following is my recommendation for the initial appointment with tenure of Dr. Matthew W. Schmidt as Associate Professor of Ocean, Earth and Atmospheric Sciences in the College of Sciences; he joined Old Dominion University as a tenure track faculty member in August 2014. Previously, Dr. Schmidt held the position of Associate Professor, with tenure, in the Department of Oceanography at Texas A&M University.

The ODU Faculty Handbook states: “The main purposes of tenure are to recognize the performance of faculty members who have given years of dedicated service to the university, to protect academic freedom, and to enable the university to retain a permanent faculty of distinction in order to accomplish its mission.” [Faculty Handbook, p. 50]. The Faculty Handbook policy on Initial Appointment of Teaching and Research Faculty provides for an initial appointment with tenure provided that the “request for an initial appointment with tenure must first be initiated by the chair, voted on by the departmental tenure committee, and approved in writing by the Dean.” The policy also says: “Normally, an initial appointment with tenure will be granted only to a faculty member who already achieved a distinguished academic reputation and holds a tenured position at another institution.”

Unanimous recommendations in support of tenure for Dr. Schmidt were received from the departmental, college, and university promotion and tenure committees, as well as from the department’s chair and the college dean. Based on my own independent evaluation of the materials submitted, it is my judgment that Dr. Schmidt easily meets the standards for tenure at the rank of Associate Professor in the Department of Ocean, Earth and Atmospheric Sciences at Old Dominion University.

Dr. Schmidt received his Ph.D. (2005) from the University of California, Davis and holds a Master of Science, in Geology (1997), from the University of South Florida. His doctoral dissertation received the 2006 Allen G. Marr Prize from the University of California, Davis for “most distinguished dissertation in the fields of Mathematics, Physical Sciences, Engineering, and Social Sciences.” He was appointed Assistant Professor in the Department of Oceanography at Texas A&M University in 2007 and promoted to Associate Professor, with tenure, in 2013. He previously held a NOAA Climate and Global Change Post-Doctoral Fellowship in the School of Earth and Atmospheric Sciences at Georgia Institute of Technology.

Dr. Schmidt has significant teaching experience at the undergraduate and graduate level, including an upper level environmental geoscience course on Global Change, several large sections of Introduction to Oceanography, and a graduate level paleoceanography course. He has advised 2

FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following faculty appointments.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Dr. Peter B. Baker Lecturer of Teaching and Learning | \$50,000 | 8/25/14 | 10 mos |

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Mr. Frank A. Scaringello Instructor of Counseling and Human Services | \$28,050 | 12/25/14 | 5 mos |

Mr. Scaringello received an M.S.Ed. in Counseling in 2000 from Old Dominion University and a B.A. in History in 1977 from Montclair State College. Since 2001, he has been an Adjunct Instructor in the Department of Counseling and Human Services at Old Dominion University.

ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following administrative faculty appointments.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Mr. Alan P. Daniel Assistant Director of Athletic Development and Instructor | \$42,000 | 9/25/14 | 12 mos |

Mr. Daniel received an M.S. in Sport and Recreation Leadership in 2013 from James Madison University and a B.S. in Human Nutrition, Foods and Exercise in 2010 from Virginia Polytechnic Institute and State University. Since 2013, he has been a Development Assistant for the Army A Club at the United States Military Academy.

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| Mr. Grant W. Deppen Assistant Director of Intramural and Extramural Sports and Instructor | \$43,000 | 10/25/14 | 12 mos |
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| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Ms. Katherine L. Ferrara Success Advisor, Batten College of Engineering and Technology, and Instructor | \$44,000 | 10/25/14 | 12 mos |

Ms. Ferrara received an M.S.Ed. in Counseling in 2010 from Old Dominion University and a B.A. in Communications in 2003 from Illinois College. Since 2012, she has been a College Advisor in the College of Health Sciences.

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| Mr. Matthew W. Gibb Athletic Facilities and Event Coordinator and Instructor | \$35,000 | 10/10/14 | 12 mos |
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Mr. Gibb received an M.S.Ed. in Sport Management in 2014 from Old Dominion University and a B.S. in Sport Recreation and Management in 2012 from James Madison University. Since 2013, he has been Game Operations Graduate Assistant, and he was the NCAA Field Hockey Assistant Tournament Director at Old Dominion University.

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| Ms. Nancy L. Grden Executive Director, Strome Entrepreneurial Center, and Instructor | \$150,000 | 12/25/14 | 10 mos |
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Ms. Grden received an M.S. in Business Administration from the University of South Carolina, a Master of Regional Planning from the University of North Carolina and a B.A. in Economics from Bucknell University. Since 2009, she has been General Manager of Genomind, Inc., a start-up biotech company focused on personalized medicine for neuropsychiatry. She is also Founder and President of Avenir, LLC, which specializes in entrepreneurship and innovation. (new position)

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| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Ms. Jennifer K. Hudson Community and Student Success Director, Distance Learning, and Instructor | \$52,000 | 9/25/14 | 12 mos |

Ms. Hudson received an M.A. in Human Services Counseling in 2013 from Liberty University and a B.S. in Psychology in 2005 from Mary Baldwin College. Since 2006, she has been Assistant Site Director at Blue Ridge Community College for Old Dominion University.

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| Ms. Melody M. Iannone Assistant Director, Career Management Center/Liaison to Strome College of Business, and Instructor | \$39,000 | 10/10/14 | 12 mos |
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Ms. Iannone received an M.B.A. in Human Resource Management and a B.S. in Psychology, in 2011 and 2007 respectively, from California Coast University. Since 2013, she has been Assistant Director and previously a Career Counselor in Career Services at Norfolk State University.

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| Ms. Arielle P. Lange Admissions Counselor – Telecounseling, and Assistant Instructor | \$35,000 | 9/25/14 | 12 mos |
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Ms. Lange received a B.S. in Psychology in 2013 and is pursuing an M.S.Ed. in Higher Education from Old Dominion University. Since 2013, she has been Coordinator of the Admission Future Monarchs Center at Old Dominion University.

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| Ms. Samantha T. Lewis Instructor of Early Care and Education, Children’s Learning and Resource Center | \$30,000 | 9/10/14 | 12 mos |
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Ms. Lewis received a B.S. in Interdisciplinary Studies with a concentration in Early Childhood Special Education in 2013 from Old Dominion University. Since 2009, she has been a Program Leader and Assistant Teacher in the Child Development and Research Center at Old Dominion University.

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| Mrs. Lila A. Love Director, Federal TRIO Upward Bound, and Instructor | \$61,000 | 9/10/14 | 12 mos |
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Mrs. Love received an M.A. in Sociology in 1982 from the New School for Social Research and a B.A. in Political Science/Sociology in 1978 from Fayetteville State University. Since 2008, she has been Professional Counselor/Coordinator for the Federal TRIO Upward Bound Program at Old Dominion University.

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| Mr. Humberto Portellez Associate University Registrar and Assistant Professor | \$68,000 | 10/25/14 | 12 mos |
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Mr. Portellez received a J.D. in 2010 from the University of Miami School of Law and a B.A. in International Relations in 2006 from Florida International University. Since 2011, he has been University Registrar at the University of Maine at Fort Kent.

| <u>Name and Rank</u> | <u>Salary</u> | <u>Effective Date</u> | <u>Term</u> |
|---|---------------|-----------------------|-------------|
| Ms. Jessica H. Ritchie Head of Special Collections and University Archives and Librarian I | \$65,000 | 1/10/15 | 12 mos |

Ms. Ritchie received a Master of Library and Information Science in 2011 from Florida State University and a B.A. in Music in 2005 from the University of Virginia. Since 2011, she has been Head Librarian at the Jean Outland Chrysler Art Library at the Chrysler Museum of Art.

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|---|-----------|---------|--------|
| Ms. Jena W. Virga Senior Associate Athletic Director/Assistant Vice President for Athletic Development, and Instructor | \$135,000 | 10/6/14 | 12 mos |
|---|-----------|---------|--------|

Ms. Virga received an M.B.A. and a B.S. in Business Administration, in 1981 and 1979 respectively, from Old Dominion University. In 2014, she has been Director of Major Gifts for the Children's Hospital of The King's Daughters. From 2010-2014, Ms. Virga was Director of Major Gifts for the Old Dominion Athletic Foundation (ODAF).

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| Ms. Tiffany S. Wiggins Retention Coordinator, Student Engagement and Enrollment Services, and Instructor | \$40,000 | 11/25/14 | 12 mos |
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Ms. Wiggins received an Education Specialist degree in Higher Education in 2010 from Old Dominion University, an M.A. in Human Resources Development in 2008 from the George Washington University and a B.S. in Business Management in 2006 from Christopher Newport University. Since 2013, she has been an Academic Advisor in the College of Sciences at Old Dominion University. (new position)

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| Mr. Harold Williams, Jr. Associate Director of Alumni Outreach and Assistant Instructor | \$46,000 | 11/3/14 | 12 mos |
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Mr. Williams received an M.S. in Entertainment Business in 2011 from Full Sail University and a B.S. in Communication in 2007 from Old Dominion University. In 2014, he has been a Production Team member at High Impact Television Systems, Inc. From 2011-2014, he was an Admissions Counselor and Senior Admissions Counselor at Old Dominion University.

Morrison is an internationally recognized scholar. He wrote two highly regarded textbooks in instructional design and technology and has authored over 35 book chapters and more than 45 refereed articles on instructional design and educational technology. Morrison currently serves as the editor-in-chief of the Journal of Computing in Higher Education, which received its first impact score under his leadership. He has also served on the editorial boards of numerous other journals. In 2009, a key study listed him as one of the top ten most productive authors publishing in Educational Technology, Research and Development (ETR&D).

**APPROVAL OF PROPOSED REVISIONS TO THE
POLICY ON EVALUATION OF FACULTY**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the Evaluation of Faculty, effective January 1, 2015.

Rationale: Most of the revisions to the policy on Evaluation of Faculty are editorial. Several inconsistencies exist between the Board of Visitors policy and the policy that appears in the Faculty Handbook, and these revisions make the two versions consistent.

A more substantive revision is proposed to the section on pre-tenure review. The policy currently states that the pre-

II. Procedures for Evaluation of Faculty

A. Annual Evaluation

1. In order to insure that all relevant information is included in the evaluation, all faculty members are required to submit once a year a faculty information sheet in which they detail the evidence in support of their performance in teaching, research, and service, together with whatever other information they wish to be taken into consideration by the chair and dean in the evaluation. These evaluations will be based on a faculty information sheet, student evaluations of teaching, up-to-date curricula vitae, peer evaluation of course portfolios, and such other information as the faculty or the chair wishes to include. The evaluations will comment on the performance of the faculty member in teaching, research and service and on progress toward meeting individual goals resulting from previous evaluations.

B. Evaluation Process

1. The chair, using the faculty information sheet and whatever other information is obtainable, evaluates the performance of the faculty member during the previous year and writes up the evaluation into a formal statement of the contributions of the faculty member to the department, college, and university. In the case of chairs, these evaluations are written by the dean. Since evaluation of performance is one of the essential factors in determinations concerning tenure, promotion, reappointment, and salary increments, the chair and dean should make every effort to insure that the evaluations are clear, honest, and genuinely evaluative. A listing of facts without interpretation is helpful neither to the faculty member nor to the committees concerning personnel decisions.
2. The chair and the dean will interpret the cumulative record of annual evaluations along with the performance of the tenured faculty member during the previous year (see section II.B.1), so that a clear picture of positive contributions and any deficiencies will emerge. An in-depth evaluation will be conducted if requested by the faculty member, the chair, or the dean. In no case will a faculty member be considered for promotion or other major personnel decision unless an in-depth evaluation as described in the p

improvement and give the faculty member a clear idea of ways in which the performance might be improved in future years.

5. Where deficiencies are noted, the chair should work with the faculty member to develop a plan to address the deficiencies and either provide resources to implement the plan, if necessary, or if resources are not available in the department recommend to the dean and provost that such resources are needed ~~be provided~~. If a pattern of deficiency in the performance of a tenured faculty member is documented from the cumulative annual evaluations, for a period of at least two years, the chair or dean shall call for an in-depth evaluation of the faculty member and may conduct a post-tenure review, as described in the Policy and Procedures on Post-Tenure Review. The chair should take particular care in the counseling of non-tenured faculty members who are working toward the criteria for tenure.
6. Copies of the faculty information sheets, the chair's evaluation, the faculty member's comments, and the dean's evaluation are retained for the record in the faculty member's personnel file maintained in the dean's office.
7. An annual evaluation is not required in the year a candidate is evaluated for tenure or for promotion to the rank of professor.

C. Appeal of Unfavorable Evaluations

1. Any faculty member who is dissatisfied with the personal evaluation prepared by the chair may present in writing additional comments or evidence to the chair and to the dean.
2. Any faculty member who is dissatisfied with the personal evaluation prepared by

evaluation). Each department should establish, with the approval of the dean and the provost and vice president for aca

the dean and will begin in the spring of the third year of faculty service (fall of the third calendar year of service for faculty hired mid-year). The review will

**APPROVAL OF PROPOSED REVISIONS TO THE GUIDELINES
FOR SELECTION OF NAMED CHAIRS AND THE
GUIDELINES FOR SELECTION OF NAMED PROFESSORSHIPS**

RESOLVED, that, upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the Guidelines for Selection of Named Chairs and the Guidelines for Selection of Named Professorships, effective January 1, 2015.

Rationale: The current policies on named chairs and named professorships contain procedures for the selection and appointment of such endowed positions. However, there is no process for periodic reviews for holders of these positions or a time limit for the appointments. The proposed revisions

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- B. If candidates for the named chair are sought by a national search, they may be nominated or apply. If no national search is held, candidates may be nominated by college deans, the Provost or the President.
- C. When an external candidate is an applicant for the named chair, the candidate must be reviewed for appointment according to the usual procedures and criteria of the department/school/college in which the appointment will be made.
- D. The college dean shall forward nominations for named chairs with his/her recommendation to the Provost. The nomination must include the following.
 - 1. A letter stating the rationale for the nomination and addressing the criteria for the named chair.
 - 2. The nominee's curriculum vitae.
 - 3. A narrative description of the nominee's record of accomplishments meriting the appointment.
 - 4. A statement of the perceived (a f)-1(0)4(m)4(s)4(n)d (4.)Tj ()T02 Tc -0.002 Tw 0.33

- C. The Provost will consult the Named Chair Committee and recommend to the President who will make a recommendation to the Board of Visitors for final approval of the appointment.

APPROVAL OF PROPOSED REVISIONS TO THE FACULTY GRIEVANCE POLICY

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the Faculty Grievance Policy, effective January 1, 2015.

Rationale: Some of the proposed revisions to the Faculty Grievance Policy are editorial and are intended to clarify the pTb5(VANCE)-J 0 T/VANC65(.002 Tc 0.e 72 609.6)4(e)4(d5(VANCE)-J 0 T/V)bois

1. An action, refusal to act, or a failure to act by an administrative officer of the university which deviated materially from the existing policies or procedures of the university; or
2. An action, refusal to act, or a failure to act by an administrative officer of the university which was arbitrary, capricious, unreasonable, or contrary to the facts.

~~“Action,” as used in this policy, includes the failure or refusal of an administrative officer of the university to take an action.~~ "Administrative officer," as used in this policy, refers to any individual exercising administrative authority, including, but not limited to, a department chair or a program director.

D. Remedies

1. Except as otherwise provided herein, a faculty member who chooses to grieve under this policy may seek any remedy appropriate to the grievance which the university has the authority to provide.
2. The remedy available to a faculty member who chooses to grieve a personnel action, i.e., a nonreappointment, promotion, evaluation, salary increment, a decision not to award tenure, or appointment to emeritus status, is the initiation of a proper reconsideration of that decision through the applicable procedures of the university.

E. Limitations Upon the Application of the Grievance Policy

1. Except as provided in I. E. 3 paragraph 3 herein, a faculty member must exhaust existing administrative or academic procedures for review of an action about which the faculty member chooses to grieve prior to filing a grievance under this policy.
2. An action concerning the imposition of a sanction upon a faculty member or the dismissal of faculty from employment member due to a financial exigency, etc. must be reviewed in accordance with the applicable policies for review of such an action and may not be reviewed under this Grievance Policy unless the applicable policies so provide.
3. An action concerning the promotion of a faculty member or the award of tenure to a faculty member must be grieved by that faculty member after action by the provost and vice president for academic affairs but before the faculty member's request for review by the president.
4. An action concerning the promotion of a faculty member, the nonreappointment of a faculty member, or the award of tenure to a faculty member only may be grieved by that faculty member upon the ground that there was a material deviation from the applicable procedures of the university during the process leading to the action.

procedures, as described in sections II and III of Faculty Grievance Committee and Hearing Panels: Composition and Procedures.

C. Withdrawal and Settlement of Matters Before the Committee

The faculty member in any matter before the Grievance Committee may withdraw the matter at any time during the committee's proceedings without the ~~need of the~~ committee's or a hearing panel's approval. Such a settlement removes the matter from the jurisdiction of the committee and closes the case. The committee or a hearing panel may take whatever steps it deems necessary and appropriate to encourage settlement.

IV. Decision by the President

- A. Upon the conclusion of the applicable procedures of the Grievance Committee and upon the president's receipt of the committee's report and recommendation issued as described therein, the president may decide to accept, alter, or reject the recommendation of the committee as the president sees fit.
- B. Before deciding whether to accept, alter, or reject the recommendations of the committee, the president may request and consider written or oral statements from the parties to the grievance or their designated representatives. Each party must be provided a copy of the written statement filed by the other party and each party must be provided the opportunity to be present when an oral statement is made by the other party. The president shall not discuss the matter with either party prior to making a decision except as provided herein.
- C. If the president decides to alter by the other party. The president shall not

**APPROVAL OF A NEW PH.D. PROGRAM IN KINESIOLOGY
AND REHABILITATION SCIENCES**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposal for a new Ph.D. program in kinesiology and rehabilitation sciences effective with the fall 2015 semester.

Rationale: Old Dominion University seeks approval to initiate a Ph.D. in Kinesiology and Rehabilitation Sciences to begin fall 2015. This will be a collaborative program that breaks down barriers between theoretically-driven research and clinical practice. The proposed degree will reside in the College of Health Sciences, School of Physical Therapy and Athletic Training. Speech-

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**RESOLUTION TO NAME THE PRESIDENT'S RESIDENCE
AS THE JACOBSON HOUSE**

WHEREAS, the President's residence at Old Dominion University is an important venue for social activities hosted by the President and other University departments to entertain ODU staff, students and supporters. The house serves as an on campus home for Old Dominion University's president and family; and

WHEREAS, the President's residence is an institutional resource used for the convenience and benefit of the University, hosting functions for the university community; and

WHEREAS, Marc Jacobson is former member of the Board of Visitors and served as the Rector; and

WHEREAS, Marc and Connie Jacobson have been and continue to be generous supporters