

Fred J. Whyte, Rector  
Jeffrey W. Ainslie  
David L. Bernd  
John F. Biagas  
Richard T. Cheng  
J. William Cofer  
Luke M. Hillier  
Andrea M. Kilmer  
Barry M. Kornblau  
Mary E. ManiscalcoTheberge  
Frank Reidy  
Ronald C. Ripley  
Judith O. Swystun  
Robert M. Tata

Absent were:

Jodi S. Gidley  
Dee D. Gilmore  
Marc Jacobson

Also present were:

John R. Broderick, President  
Alonzo Brandon  
Jane Dané  
Michael Debowes  
Mikayla Evers  
Robert L. Fenning  
Dan Genard  
Giovanna Genard  
Velvet Grant  
David Harnage  
Scott Harrison  
Todd Johnson  
Elizabeth Kersey  
Donna W. Meeks

Karen Meier  
Sue Mitchell  
Jennifer Mullen  
Earl Nance  
Ellen Neufeldt  
September Sahlberlin  
Wood Selig  
Carol Simpson  
Bill Sizemore (*The VirginianPilot*)  
Dwayne Smith  
Don Stansberry  
James D. Wright  
Johnny Young

## **JOINT SESSION – PROPOSED COLLEGE OF CONTINUING EDUCATION**

The joint session was called to order by the Rector at 8:40 a.m. He welcomed the new Board members and asked each of them to introduce themselves. Provost Carol Simpson presented the administration's proposal for a new College of Continuing Education. She discussed the timeline and the reasoning for a new college, as well as its proposed organizational structure and offerings. She noted that the college would achieve a self-sustaining budget within two years and an estimated return of about \$1.5M by year three. The college would receive no additional funding beyond tuition revenue after a one-time investment to recruit the dean. It would be located at Old Dominion's Virginia Beach campus.

Following the presentation, President Broderick commented that proposal is in line with the University's strategic plan goals of outreach and engagement and also provides another entry into higher education. He complimented Provost Simpson for ensuring that the proposal was communicated to a broad range of constituents. It is a tremendous business opportunity that needs to be taken now, and will be evaluated to assess if goals are being met.

Several Board members voiced their support for the proposal. Mr. Hillier stated that this is the right thing for the University to do in order to be more entrepreneurial and engage in the business community. Mr. Reidy commented that the concept is brilliant but was concerned that the three-year timeline may be too short. He also asked if any existing online courses will be moved and the Provost responded that they will not if they a part of an already existing program. Mr. Ripley said that it is a great business plan. Mr. Ainslie commented that this provide a good link to the alumni and business community and presents a phenomenal opportunity for the University. Dr. Maniscalco-Theberge stated that the world is moving toward life-long learning and we cannot be left behind. Dr. Cheng, however, voiced concern about the impact it may have on the University's focus on becoming a major research university. President Broderick responded that major investments in research have been made in recent years. The new college would enhance our research program without taking away any resources needed to continue investing in research. Mr. Tata asked if the metrics exist to measure success; Provost Simpson responded that there is a good baseline going back ten years.

A motion was made by Mr. Ainslie to approve the proposal to create a college of continuing education and was duly seconded. Dr. Maniscalco-Theberge asked that it be reflected in the minutes that the program should be assessed and evaluated in three years. The following resolution was approved by unanimously by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Hillier, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)

### **PROPOSAL TO CREATE A COLLEGE OF CONTINUING EDUCATION**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the creation of a new College of Continuing Education effective January 1, 2014.

Rationale: A key Objective of the University's 2009-2014 Strategic Plan Goal #6, "Building Strong Civic and Community Relationships," focused on expansion and promotion of continuing education and related programming at Old Dominion University. In response to that Objective, it is proposed that a new College of Continuing Education be established with a mission to

provide high quality professional and personal educational opportunities for nontraditional and adult learners seeking credit-bearing certificates and non-credit programs at the pre- and post-baccalaureate level.

ODU's College of Continuing Education will be prepared to offer flexible programs throughout the Commonwealth of Virginia as well as to the national and global community in response to



**RATIFICATION OF ACTION TAKEN BY  
EXECUTIVE COMMITTEE ON AUGUST 19, 2013**

RESOLVED, that the Board of Visitors does here by ratify the decision of the Executive Committee approving a contract between the University and faculty member Burton St. John III for writing services to be performed for the *ODU School of Nursing Magazine* as in the best interests of the University.

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**REPORTS OF STANDING COMMITTEES**

**AUDIT COMMITTEE**

The Rector called on Mr. Reidy for the report of the Audit Committee. Mr. Reidy reported that the Audit Committee received an update from Deane Hennett, University Auditor, on various topics concerning internal audit operations. The department's FY2014 university-wide risk assessment, new report format and new audit management software were discussed. He also noted internal audits in progress and other projects and initiatives underway.

The Committee received in closed session details of recent audits and reviews performed in the President's area and Administration and Finance. Specifically covered were audits of NCAA Compliance related to Financial Aid and the University Card Center.

**ACADEMIC AND RESEARCH ADVANCEMENT COMMITTEE**

The Rector called on Ms. Kilmer for the report of the Academic and Research Advancement Committee. Ms. Kilmer reported that the Committee met in closed session to discuss the award of an honorary degree, the appointment of three faculty members with tenure, dual employment, and the appointment of faculty representatives to the Board's standing committees.

Committee members approved by unanimous vote the award of an honorary degree to Sidney Dewberry, Chairman Emeritus and founder of Dewberry. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was unanimously approved by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Hillier, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)

## HONORARY DEGREE

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the awarding of an honorary degree to the individual noted below. A summary of the nominee's career is attached to this resolution for information purposes.

Sidney Dewberry, Chairman Emeritus and Founder of Dewberry  
Doctor of Humane Letters (*honoris causa*)

### Mr. Sidney "Sid" O. Dewberry, PE, LS

#### Profession

- Sid Dewberry has overseen the operations and growth of Dewberry since he co-founded the firm in 1956.
- As chairman emeritus and member of the board of directors, he continues to be involved in the day-to-day management of the organization, while also devoting much of his time to advancing the practice of the planning, engineering, and surveying professions.
- Dewberry's interest in community development led him to co-author the Land Development Handbook—describing technical, legal, social, and regulatory requirements for community development. The first edition was published by McGraw-Hill in 1995, and is currently under review for a fourth edition.
- He is a licensed professional engineer and land surveyor.

#### Awards & Professional Recognition

- Dewberry received the 2012 Metropolitan Section Design-Build Award from the American Society of Civil Engineers (ASCE) Metropolitan Section in July 2012 for its work on the Fort Hamilton Armed Forces Reserve Center.
- He was named "Northern Virginian of the Year" by *New Dominion* magazine and honored as a Distinguished Member of the American Society of Civil Engineers in 2011.
- He is also the recipient of the Virginia Economic Bridge Initiative's Leadership Award, the Captain of Industry Award and the James M. Rees Lifetime Achievement Award from the Fairfax County Chamber of Commerce.
- Other awards include the Founders Award from the Northern Virginia Community Foundation and the George Mason University Mason Medal in recognition of his service to the University.

#### Company

- Owned by the Dewberry family, Dewberry was established in Arlington, Virginia in 1956 with six employees. They moved the headquarters to Fairfax County in 1965. The company's original services included land design and surveying.
- Today, the company has 1,800 employees in more than 40 locations in 18 states. Its current services include planning, engineering, architecture, program management, consulting, surveying and mapping.

#### Education

- Attended Virginia Tech for two years

- BS, Civil Engineering, George Washington University
  - Inducted into the university's School of Engineering Hall of Fame in 2009
  - Recipient of the Distinguished Alumni Award, GWU

**Community Involvement**

- Dewberry is actively involved in a number of civic, charitable, and academic endeavors and is widely known as an industry leader in the greater Washington metropolitan area.
- Long recognized for his commitment to professional leadership, Dewberry is a founding member and former chairman of the highly acclaimed Engineers and Surveyors Institute. This breakthrough organization was established to foster increased collaboration and cooperation between private-sector engineers and local review agencies, through joint training sessions and a rigorous certification program designed to enhance the plan preparation, review, and approval process. The program is a model for government-industry partnerships and has contributed extensively to projects for public benefit.
- Dewberry is also a founding member of the George M-2(e)4(nst3( i)-2(n t[x2(be-1(e)4(s)-1v)20( i)-2

## **APPOINTMENT OF FACULTY MEMBER WITH TENURE**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the appointment of Dr. Muge Akpınar-Elci as Professor with the award of tenure in the School of Community and Environmental Health in the College of Health Sciences, effective September 1, 2013. A copy of her curriculum vitae is attached.

Salary:           \$120,000 for 12 months



Committee members approved by unanimous vote the appointment of faculty representatives to the Board of Visitors' committees for 2013-14. The following resolution was brought forth as a recommendation of the Academic and Research Advancement Committee and was unanimously approved by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Hillier, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)

**APPROVAL OF FACULTY REPRESENTATIVES TO  
BOARD OF VISITORS= COMMITTEES**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following faculty representatives to Board of Visitors= committees for the 2013-14 academic year, effective September 26, 2013:

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Sheila F. Baker Lecturer of Teaching and Learning	\$45,500	7/25/13	10 mos

Ms. Baker received an M.S. in Library and Information Studies in 2009 from Florida State University, a B.S. in Elementary Education in 1988 from Ohio University and is a Doctoral student in Information Studies at Florida State University. Since 2010, she has been a School Library/Technology Specialist at Anona Elementary School, Florida.

Dr. Nazir Barezzi Lecturer of Biological Sciences	\$46,000	7/25/13	10 mos
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Dr. Barezzi received a Ph.D. in Microbiology in 2009 from the University of Virginia, an M.S. in Microbiology in 2001 from the University of Colorado, and a B.S. in Biology in 1997 from James Madison University. Since 2011, he has been a Research Scientist and Grant Specialist in the Laser and Plasma Engineering Institute and an Adjunct Assistant Professor in the Department of Biological Sciences at Old Dominion University.

Dr. Daniel J. Barshis Assistant Professor of Biological Sciences (Tenure Track)	\$38,000	12/25/13	5 mos
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Dr. Barshis received a Ph.D. and M.Sc. in Ecology, Evolution and Conservation Biology in 2009 from the University of Hawaii and a B.S. in Ecology/Environmental Science in 2000 from The Evergreen State College. Since 2012, he has been Assistant Project Scientist for the National Marine Fisheries Service, University of California at Santa Cruz. Prior to that, Dr. Barshis was a Postdoctoral Scholar at Hopkins Marine Station of Stanford University.

Mr. Ramon F. Bofill Assistant Professor of Art (Tenure Track)	\$51,000	7/25/13	10 mos
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Mr. Bofill received an M.F.A. in Painting in 2005 from Rhode Island School of Design and a B.F.A. in Drawing and Painting in 1994 from the University of Miami. Since 2007, he has been a Lecturer of Drawing and Painting in the Visual Arts Department at Miami International University of Art and Design.

Ms. Carol Hanna Branch Lecturer of Communication/Theatre Arts	\$40,000	7/25/13	10 mos
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<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Beverly A. George Lecturer of Psychology	\$43,000	7/25/13	10 mos

Ms. George received a Master's Degree in Psychology and Counseling in 1975 from Assumption College and a Bachelor's Degree in English in 1972 from Worcester State College. Since 2007, she has been an Adjunct Psychology Instructor at Old Dominion University.

Ms. Rekha Gupta Lecturer of Computer Science	\$48,797	7/25/13	10 mos
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Ms. Gupta received a Master of Architecture in 1983 from Ohio State University, a Bachelor of Architecture in 1980 from Bangalore University and is pursuing an M.S. in Computer Science at Old Dominion University. Since 2003, she has been an Adjunct Instructor in the Department of Computer Science at Old Dominion University.

Dr. Emily M. Gussenhoven Lecturer of Chemistry and Biochemistry	\$45,000	7/25/13	10 mos
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Dr. Gussenhoven received a Ph.D. in Inorganic Chemistry in 2008 from the University of California, an M.S. in Inorganic Chemistry in 2003 from the University of Washington and a B.A. in Chemistry in 1999 from Mount Holyoke College. Since 2012, she has been an Adjunct Assistant Professor in the Department of Chemistry and Biochemistry at Old Dominion University.

Dr. Tina S. Haney Lecturer of Nursing	\$72,800	7/25/13	10 mos
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Dr. Haney received a Doctor of Nursing Practice in 2011 from Old Dominion University, a Master of Science in Nursing in Pediatric Clinical Nurse Specialist in 1988 from the University of Virginia and a B.S. in Nursing in 1987 from Virginia Commonwealth University – Medical College of Virginia. She has been an Assistant Director of Nursing Education at the Medical Careers Institute School of Health Sciences at ECPI since 2008 and an Adjunct Faculty and an Adjunct Faculty member in the doctoral program in nursing practice at Old Dominion University.

Ms. Michelle D. Heart Lecturer of English	\$42,000	7/25/13	10 mos
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Ms. Heart received an M.A. and a B.A. in English, in 2007 and 2005 respectively, from Old Dominion University. Since 2007, she has been an Adjunct Instructor in the Department of English at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Natalie A. Hinton Lecturer of Mathematics and Statistics	\$43,000	7/25/13	10 mos

Ms. Hinton received a Master's Degree in Applied Mathematics in 2005 from Western Carolina University and a Bachelor's Degree in Applied Mathematics in 2003 from the University of North Carolina – Wilmington. Since 2012, she has been an Adjunct Mathematics Instructor at Old Dominion University.

Dr. Alvin A. Holder Associate Professor of Chemistry and Biochemistry (Tenure Track)	\$76,000	7/25/13	10 mos
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Dr. Holder received a Ph.D. in Inorganic Chemistry and a B.Sc. in Special Chemistry, in 1994 and 1989 respectively, from the University of the West Indies, Mona Campus, Jamaica. Since 2006, he has been Assistant Professor of Chemistry in the Department of Chemistry and Biochemistry at The University of Southern Mississippi.

Ms. Karen Joachim Lecturer of Counseling and Human Services	\$45,000	7/25/13	12 mos
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Ms. Joachim received an M.S.Ed. in Clinical and School Counseling and an M.S.Ed. in Early Childhood Education, in 2006 and 1992 respectively, from Old Dominion University and a B.A. in Communications and Public Relations in 1978 from the University of Louisiana at Lafayette. Since 2010, she has been an Adjunct Instructor in the Department of Counseling and Human Services at Old Dominion University.

Ms. LaKeisha N. Jones Lecturer of Counseling and Human Resources	\$45,000	8/10/13	10 mos
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Ms. Jones received an M.A. in Professional Counseling in 2012 from Liberty University and a B.S. in Liberal Arts in Health Professions in 2010 from Excelsior College and is enrolled in a Ph.D. program in Psychology at Grand Canyon University. Since 2013, she has been a Program Chair and Adjunct Faculty at Thomas Nelson Community College and Concordia University.

Ms. Lee Ellen Knight Lecturer of Women's Studies	\$42,000	7/25/13	10 mos
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Ms. Knight received an M.A. in English in 1992 from Old Dominion University and a B.A. in English in 1984 from Goucher College. Since 2006, she has been an Adjunct Instructor in Women's Studies at Old Dominion University.

Mr. Keith M. Krepcho Lecturer, College of Health Science Success Advisor	\$40,000	7/25/13	12 mos
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Mr. Krepcho received a Masters of Divinity in 2008 from Southwestern Baptist Theological Seminary and a B.S. in Pastoral Ministry in 2003 from Southeastern University. Since 2012, he has been an Academic Advisor in the College of Health Sciences at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Shyla Lefever Lecturer of Communication/Theatre Arts	\$40,000	7/25/13	10 mos

Dr. Lefever received a Ph.D. and an M.A. in Communication, in 2003 and 1997 respectively, from Regent University and a B.S. in Psychology in 1994 from Liberty University. Since 2006, she has been an Adjunct Instructor in the Department of Communication and Theatre Arts at Old Dominion University.

Mr. James Lyden Lecturer of Communication and Theatre Arts	\$50,000	7/25/13	10 mos
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Mr. Lyden



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Otilia Popescu Assistant Professor of Engineering Technology (Tenure Track)	\$68,000	7/25/13	10 mos

Dr. Popescu received a Ph.D. in Electrical and Computer Engineering in 2004 from Rutgers University and a Diploma in Electrical and Computer Engineering and an M.S. with specialization in Control Engineering and Computers in 1991 from Polytechnic Institute of Bucharest, Romania. Since 2007, she has been an Adjunct Assistant Professor in the Department of Electrical and Computer Engineering at Old Dominion University.

Mr. Gregory Raver-Lampman Lecturer, English Language Center	\$35,000	6/25/13	10 mos
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Mr. Raver-Lampman received an M.A. in Applied Linguistics (TESOL) in 2012 from Old Dominion University and a B.A. in Comparative Literature in 1979 from the University of California, Berkeley. Since 2012, he has been an Adjunct Lecturer in the English Language Center at Old Dominion University and an Adjunct Lecturer at Tidewater Community College.

Ms. Cathleen Rhodes Lecturer of English	\$42,000	7/25/13	10 mos
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Ms. Rhodes received an M.A. in English Literature in 2007 from Old Dominion University and a B.S. in English in 1996 from Radford University. Since 2007, she has been an Adjunct Instructor and College of Arts and Letters Style Editor at Old Dominion University and an Adjunct Instructor at Tidewater Community College.

Dr. Janet E. Rinehart-Kim Lecturer of Biological Sciences	\$46,000	7/25/13	10 mos
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Dr. Rinehart-Kim received a Ph.D. in Medical Microbiology and Immunology and a B.S. in Microbiology, in 1993 and 1983 respectively, from The Ohio State University. Since 2007, she has been an Adjunct Assistant Professor in the Department of Biological Sciences at Old Dominion University.

Ms. Lesley A. Rosenberg Lecturer, English Language Center	\$35,000	6/25/13	10 mos
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Ms. Rosenberg received an M.A. in English Linguistics in 1994 from Old Dominion University and a B.S. in Sociology in 1987 from James Madison University. Since 2008, she has been an Adjunct Faculty member in the English Department and the English Language Center at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Patrick C. Sachs	\$75,000	7/25/13	10 mos

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Paloma Ibáñez Sugg Lecturer of Foreign Languages and Literatures	\$40,000	7/25/13	10 mos

Ms. Sugg received an M.A. and a B.A. in Linguistics, in 1990 and 1986 respectively, from the University of Florida, Gainesville. Since 2003, she has been an Adjunct Instructor in the Department of Foreign Languages and Literatures at Old Dominion University.

Dr. Lee J. Teply Lecturer of Music	\$42,000	7/25/13	10 mos
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Dr. Teply received a D.M.A. and an M.M. in Organ Performance and Music Literature, in 1988 and 1977 respectively, from Eastman School of Music at the University of Rochester and a B.M. in Organ Performance and Music Theory from Oberlin College Conservatory. Since 1995, he has been an Adjunct Professor of Music at Old Dominion University. Dr. Teply has also been Director of Music at First Lutheran Church since 2000.

Dr. Cynthia Ann Trent Lecturer of Nursing	\$64,000	8/10/13	10 mos
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Dr. Trent received a D.N.P. in Advanced Practice in 2013 from Old Dominion University, an M.S. in Pediatric Nurse Practitioner in 1995 from the Medical College of Virginia and a B.S.N. in Nursing in 1991 from George Mason University. Since 2012, she has been a Nurse Practitioner at Pediatrics of Kempsville.

Dr. James R. Van Dore Lecturer of Philosophy and Religious Studies	\$42,000	7/25/13	10 mos
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Dr. Van Dore received a Ph.D. in New Testament in 2011 from Claremont Graduate University, an M.T.S. in 1996 from Calvin Theological Seminary and a B.A. in English in 1989 from the University of Michigan. Since 2011, he has been an Adjunct Instructor and a Visiting Lecturer in the Department of Philosophy and Religious Studies at Old Dominion University.

Ms. Elena V. Vera-Guerrero Lecturer of Foreign Languages and Literatures	\$40,000	7/25/13	10 mos
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Ms. Vera Guerrero received a Master in Liberal Arts in Spanish in 2002 from Middlebury College, a Master in Learning Problems in 1988 from Inca Garcilaso de la Vega University, Peru and a Bachelor of Educational Science in Education in 1972 from Catholic University Santa Maria Peru. Since 1996, she has been an Adjunct Instructor of Spanish at Old Dominion University and Tidewater Community College.



Name and Rank

Effective



<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Latascia M. Hamilton Case Manager and Instructor	\$40,000	7/25/13	12 mos

Ms. Hamilton received an M.S.Ed. in College/Mental Health Counseling and a B.S. in Psychology, in 2011 and 2008 respectively, from Old Dominion University. Since January 2013, she has been Personal Financial Management/Family Employment Readiness Program/Relocation Assistance Program Coordinator and Counselor for Fleet and Family Service Center in Naples, Italy.

Ms. Stacy Hasselbacher Instructional Technology Specialist and Instructor	\$45,000	6/10/13	12 mos
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Ms. Hasselbacher received an M.S. Ed. in Instructional Design and Technology in 2010 from Old Dominion University and a B.A. in Anthropology and Theatre in 2000 from Vanderbilt University. Since 2009, she has held positions as Manager of Educational Outreach, Producer of Distance Learning Programs, and Associate Producer for Educational Media for The Colonial Williamsburg Foundation.

Ms. Diana M. Hernandez Academic and Writing Counselor, Student Success Center, and Instructor	\$37,440	6/10/13	12 mos
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Ms. Hernandez received an M.A. in English in 2011 from Middlebury College and a B.A. in English in 2007 from the University of South Florida. Since 2012, she has been an Academic and Writing Counselor in the Student Success Center at Old Dominion University. Ms. Hernandez also served as Coordinator of the Exit Exam of Writing Proficiency and Coordinator of Tutoring and Mentoring Services in the Student Success Center.

Mr. Robert Hoffman Site Director, Olympic College, and Instructor	\$60,000	9/10/13	12 mos
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Mr. Hoffman received an M.B.A. in 1996 from Oklahoma City University and a B.A. in Germanic Languages/Education in 1987 from the University of Oklahoma. Since 2007, he has been a Foreign Area Officer at the US Embassy in Yemen, Jordan, and Oman.

Ms. Miranda Johnson-Parries Professional Counselor and Instructor	\$48,000	8/25/13	12 mos
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Ms. Johnson-Parries received an M.S.Ed. in Counseling and an M.A. in Professional Writing, in 2010 and 2003 respectively, from Old Dominion University and a B.A. in English in 2000 from Cleveland State University. She is expected to receive a Ph.D. in Counseling in 2014 from Old Dominion University. Since 2012, she has been a Clinical Graduate Assistant in the Office of Counseling Services at Old Dominion University.

Effective

Name and Rank

Salary

Effective  
Date

Term

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Michael McFall Assistant Director of Outdoor Adventure Programming and Instructor	\$43,000	7/10/13	12 mos

Mr. McFall received an M.A. in Sport and Recreation Management in 2013 from Kent State University and a B.S. in Recreation Management in 2008 from Bowling Green State University. Since 2011, he has been a Graduate Assistant in the Department of Recreational Services at Kent State University.

Ms. Laura Miller Second Assistant Women's Rowing and Instructor	\$36,500	8/10/13	12 mos
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Ms. Miller received an M.S. in Kinesiology and a B.S. in Biochemistry, in 2013 and 2010 respectively, from the University of Tennessee, Knoxville. Since 2011, she has been a Graduate Assistant Women's Rowing Coach at the University of Tennessee, Knoxville.

Dr. Christine E. Nickel Instructional Designer and Assistant Professor	\$65,000	9/10/13	12 mos
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Dr. Nickel received a Ph.D. and an M.S.Ed. in Instructional Design and Technology, in 2010 and 2005 respectively, from Old Dominion University and a B.S. in Communications in 1993 from SUNY College at Fredonia. Since 2008, she has been an Instructional Designer in the Center for Teaching and Learning and the College of Arts and Sciences at Regent University.

Ms. Susan Carver Nixon Coordinator of Learning and Programming, Office of Educational Accessibility, and Assistant Instructor	\$45,000	8/25/13	12 mos
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Ms. Nixon received a B.A. in Economics in 1980 from the College of William and Mary and a Special Education Endorsement in 2006 from Old Dominion University. Since 2012, she has been Learning Coordinator in the Office of Educational Accessibility at Old Dominion University.

Mr. Karl T. Nonemaker Assistant Baseball Coach –	\$57,200	8/10/13	12 mos
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<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Alexander J. Parr	\$53,000	8/10/13	12 mos

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Jasmyne Rogers Residence Hall Director and Instructor	\$32,000	8/10/13	12 mos

Ms. Rogers received an M.A. in International Studies in 2013 from Old Dominion University and a B.A. in International Affairs in 2011 from James Madison University. Since 2012, she has been a Graduate Residence Hall Director at Old Dominion University.

Ms. September Sanderlin Vice President for Human Resources and Instructor	\$155,000	6/10/13	12 mos
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Ms. Sanderlin received an M.S. in Occupational and Technical Studies from Old Dominion University and a B.A. in Sociology from Mary Baldwin College. Since 2011, she has been Acting Vice President for Human Resources and has held positions as Director and Associate Director of Human Resources and Training Manager at Old Dominion University since 1999.

Ms. Kristen B. Simpson Assistant Women's Golf Coach and Instructor	\$28,000	8/25/13	12 mos
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Ms. Simpson received an M.Ed. and a B.A. in Economics, in 2009 and 2008 respectively, from the University of Virginia. Since 2011, she has been a Coaching Assistant for both Men's and Women's Golf at Old Dominion University.

Mr. Joshua R. Smith Assistant Director of Compliance and Assistant Professor	\$45,000	8/5/13	12 mos
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Mr. Smith received a J.D. in 2010 from the University of Toledo College of Law and a Master rWo-33.7mma  
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<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Mr. Fredelito Yvan M. Tugas Admissions Counselor and Assistant Instructor	\$35,000	8/1013	12 mos

Mr. Tugas received a B.A. in Communication in 2013 from Old Dominion University

Committee members approved by unanimous vote proposed revisions to three policies: Certificate of Recognition for Terminally Ill and Deceased Students, Tenure, and Evaluation of Faculty. Committee members also approved by unanimous vote the establishment of three new policies: Academic Rank and Criteria for Ranks, Promotion in Rank, and Evaluation of Lecturers and Senior Lecturers and Promotion of Lecturers. The following resolutions were brought forth as recommendations of the Academic and Research Advancement Committee and were unanimously approved by all members present and voting. (*Ainslie, Bernd, Biagas, Cheng, Cofer, Hillier, Kilmer, Kornblau, Maniscalco-Theberge, Reidy, Ripley, Swystun, Tata*)

**APPROVAL OF PROPOSED REVISIONS TO THE POLICY ON THE CERTIFICATE OF RECOGNITION FOR TERMINALLY ILL AND DECEASED STUDENTS**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the Policy on



## APPROVAL OF THE PROPOSED NEW POLICY ON ACADEMIC RANK AND CRITERIA FOR RANKS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the establishment of the policy on Academic Rank and Criteria for Ranks effective September 26, 2013.

Rationale: The establishment of policy 1410 on Academic Rank and Criteria for Ranks is the result of a recommendation from the Faculty Senate that existing policy 1410 on Academic Rank and Promotion in Rank be separated into two separate policies, one on Academic Rank and Criteria for Ranks and the other on Promotion in Rank. Existing policy 1410 will be rescinded upon approval of the two separate policies.

The changes to the new policy on Academic Rank and Criteria for Ranks are mostly editorial and consist of updating the language to make the policy clearer and more current. Details on the evaluation of lecturers and senior lecturers and promotion of lecturers have been removed from the policy, and a separate policy has been proposed. Policy 1417 on Evaluation of Lecturers and Senior Lecturers and Promotion of Lecturers will be reviewed separately for approval.

**NUMBER:** 1410

**TITLE:** Academic Rank and ~~Promotion in~~ Criteria for Ranks

**APPROVED:** June 12, 1980; Revised February 24, 1984; Revised June 20, 1985; Revised December 13, 1988; Revised September 27, 1990; Revised March 11, 1991; Revised April 9, 1992; Revised April 8, 1993; Revised April 10, 1997; Revised April 9, 1998; Revised December 10, 1998; Revised April 12, 2001; Revised December 14, 2001; Revised April 12, 2002; Revised June 14, 2002; Revised December 12, 2003; Revised September 22, 2006; Revised June 15, 2007; Revised December 7, 2007; Revised September 17, 2009; Revised April 8, 2010; Revised April 4, 2012; Revised December 6, 2012

I. Board of Visitors ~~Definition of~~ Policy and Criteria for Academic Rank (Tenure-track Faculty)

A. Full-time faculty members holding the following academic ranks are eligible to be considered for tenure after a suitable probationary period, and ~~only~~ time at Old Dominion University in these ranks is counted toward the probationary period unless procedures for reduction in the probationary period are followed (see Policy on Initial Appointment of Teaching and Research Faculty).

1. Professor - ~~Those appointed or promoted to this rank, which~~ This rank is one of the highest honors that the University can bestow. ~~are~~

a. Professors are teacher-scholars of genuinely national standing who have made recognized contributions to the University and to their disciplines. They are expected to have demonstrated excellence in teaching, to have

performed recognized and outstanding research and scholarly activity in their fields of specialization, and to have been pre-eminent in professional service. ~~Although few will excel equally in the three areas of teaching, research, and service,~~ All appointed or promoted to the rank of professor

degree within the first year of teaching at Old Dominion University. An instructor in this category who completes this work, and whose department recommends reappointment, is given a second annual contract as an assistant professor and is eligible for tenure at the end of the usual probationary period. An instructor in this category who completes all degree requirements during the first semester at Old Dominion University is given the title of assistant professor for the second semester. An instructor in this category who does not complete all requirements for the terminal degree within the first year of employment is normally not reappointed for a second year, but a second annual contract as instructor may be granted with the approval of the chair, dean and provost and vice president for academic affairs; if all requirements for the degree are completed within the second year, the instructor is promoted to the rank of assistant professor. If all degree requirements are not completed during the second year, a third and terminal contract as instructor may be granted but the faculty member is not eligible for consideration for promotion or tenure.

c.e

order to serve a particular need in a college or department. Credentials equal to those required of an associate professor are required.

- c. Visiting assistant professor - This rank is reserved for scholars of distinction who agree to come to the U

appointment or reappointment of faculty of practice must be reviewed and recommended for appointment or reappointment by the promotion and tenure committee of the department in question. A tenure-track faculty member who is denied tenure shall not be eligible for a faculty of practice appointment for five years after being denied tenure. Faculty of practice appointments should not exceed 10% of the total number of tenured/tenure-track positions in a college.

- e. Intercollegiate coach - This is a full-time rank normally requiring a master's degree and a record of demonstrated performance in the area of specialization. Persons holding this rank devote half time or less to the instruction of credit students. These positions are normally funded from both Commonwealth and non-Commonwealth sources.
- f. The University supports the involvement of distinguished practitioners from many disciplines and fields as academics as a means to enrich the experiences of students. Examples of such practitioners are as follows.
  - 1. Artist-in-residence - The holder of this position is a distinguished practitioner of the fine arts, employed either full time or part time by the University. In most cases, an artist-in-residence devotes half time or less to the instruction of credit students. The rest of the time, for a full-time faculty member, is devoted to noncredit course work and other public service activities; to unstructured instruction to University students; to professional service to the community; and to any combination of these activities. The main criterion for reappointment is pre-eminence in an artistic field, and the normal academic credentials, such as advanced degrees or experience in university teaching, are not necessarily required.
  - 2. Performer-in-residence - The description of this position is basically equivalent to that of artist-in-residence, except that the holder is a distinguished practitioner of the performing arts whose service to the University and the community may include performances available to the University community and to the region.
  - 3. Writer-in-residence - The description of this position is basically equivalent to that of artist-in-residence, except that the holder is a creative writer of distinction.

g. Research Faculty

- 1. Research professor - Faculty members in this position, which may be either full time or part time, are devoting most of their efforts to research and are normally not teaching more than one course a semester. These positions are normally funded from non-Commonwealth funds. A research professor must meet the research criteria demanded of a full professor in the relevant



research related, some teaching may be allowed. In general, these positions are funded through non-Commonwealth funds.

h. Adjunct Faculty

1. Adjunct professor - This rank is awarded to persons engaged in part-time teaching or special services who meet the criteria demanded of a full professor in the department(s) to which they are attached.
  2. Adjunct associate professor - This position is awarded to persons engaged in part-time teaching or special services who meet the criteria established for associate professor in the department(s) to which they are attached.
  3. Adjunct assistant professor - This position is awarded to persons engaged in part-time teaching or special services who meet the criteria established for assistant professor in the department(s) to which they are attached.
  4. Adjunct instructor - This position is held by part-time faculty members who meet the criteria established for instructor in the department(s) to which they are attached.
  5. Adjunct assistant instructors - This position is held by part-time faculty members who meet the criteria established for assistant instructor in the department(s) to which they are attached.
  6. Adjunct clinical faculty, adjunct community faculty - The titles adjunct clinical faculty or adjunct community faculty (as appropriate), with their respective ranks, may be awarded to persons engaged in part-time teaching or special services relating to the practical instruction of students, and who meet the professional and academic criteria for those ranks established in the department(s) to which they are attached. These titles pertain to persons who are not normally paid a salary by the university, but who supervise activities designed to give students practical experience in a given profession.
- i. Other - The president may recommend to the Board of Visitors the establishment of other nontenured positions to allow the appointment of persons distinguished in their fields but not covered by any of the above.

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- b. If the evaluation is positive and the dean's recommendation on retention is affirmative, the individual may be offered an appointment for the next three academic years. Those persons who are reappointed in this manner shall be subject to another in-depth review conducted by the dean during the fall semester of the third year of the reappointment. Lecturers may be reappointed for additional three-year periods by utilizing the same procedure as described above.
- c. If the decision is made not to retain the lecturer, either after the fifth year of initial service or subsequent three-year appointments, he or she will be notified of termination according to the appropriate schedule contained in the policy on "Reappointment or Nonreappointment of Faculty" and may request a review of the nonreappointment decision by the provost and vice president for academic affairs as provided by the same policy.

## 2. Promotion

Promotion to the rank of senior lecturer from the rank of lecturer shall be upon the recommendation of the department promotion and tenure committee, chair, and college promotion and tenure committee to the dean of the college.

- a. The candidate prepares and submits to the department chair his/her professional accomplishments to include at a minimum a curriculum vitae prepared in accordance with the Guidelines from the Provost's Office, a list of teaching assignments with teaching portfolio evaluations, student opinions both quantitative and qualitative, all annual evaluations by the department chair and dean, and other relevant materials. The chair forwards the credentials to the department promotion and tenure committee.
- b. The department promotion and tenure committee reviews the credentials, votes, and makes a recommendation. The vote should be recorded. The recommendation and votes are submitted to the department chair with a copy to the lecturer seeking promotion.
- c. The department chair makes an independent evaluation and recommendation with copies to the lecturer seeking promotion and forwards all credentials and recommendations to the college promotion and tenure committee.
- d. The college promotion and tenure committee reviews the documents, votes, and makes a recommendation. The materials, votes and other documents are forwarded to the dean.
  1. If the dean decides against the promotion, the ~~person~~ candidate may request a review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final.
  2. If the recommendation is positive, the promotion becomes effective at the start of the subsequent academic year.

- B. Senior Lecturer - This is a full-time rank that requires an appropriate master's degree, demonstrated expertise in the field, a sustained record of effective performance in teaching and professional service, evidence of continued development and study in the field, and a minimum of five years' experience at the rank of lecturer or equivalent. Persons appointed to this rank are expected to assume a predominantly instructional role, at undergraduate or graduate levels, and participate in other professional service activities normally assigned to or expected of full-time faculty.

1. Evaluation

- a. Persons initially appointed at the rank of senior lecturer will be evaluated and a decision made concerning their reappointment on an annual basis, according to the policy on the "Reappointment or Nonreappointment of Faculty." In addition, during the fall semester of the fifth year of service, persons holding this rank will receive a major faculty review. This review will be conducted by the dean and will include an in-depth evaluation of the individual's teaching effectiveness and other professional activities as well as needs of the department. The purposes of this review shall be to evaluate the individual's performance and determine whether he or she should be retained beyond the fifth year. An evaluation report should be submitted to the provost and vice president for academic affairs following completion of the review at the college level.

- b. If the evaluation is positive and the de4(s)-j-nah7fh evallualavaluaan an23-4( )JTJ Onffir



- C. Promotion to the rank of full professor is normally considered no earlier than during the sixth year of a faculty member's service as associate professor at Old Dominion University. Exceptions are made only under the following circumstances:
1. A faculty member who has held the rank of associate professor at another institution and was initially appointed to Old Dominion University at the rank of associate professor may be considered for promotion at the time of the award of tenure.
  2. A faculty member of extraordinary merit may be considered for promotion to the rank of full professor before the sixth year as associate professor at Old Dominion University.
- D. The president, upon the recommendation of the Faculty Senate, shall establish procedures for consideration of promotion to the rank of full professor (and designation as eminent scholar). ~~, and of promotion to the rank of associate professor for those tenured as assistant professors prior to June 30, 1982.~~ Such procedures shall require consideration and recommendation by faculty members at the department and college level, the chair, the dean, and the University Promotion and Tenure Committee. The decision concerning promotion is to be made by the provost and vice president for academic affairs. If the provost and

guidelines for the rank being considered as established by the Board of Visitors and any other guidelines established by the department or college.

3. The total rank structure of the department should be considered.
  4. At the least, the committees and administrators should examine faculty information sheets, chair evaluations, dean's evaluations, and any other evidence submitted by the faculty member, the chair of the department, or any other relevant source. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for promotion. The evidence should address the quality of the journals and the reputation of book and other such publishers.
- C. In the case of promotion to full professor, external evaluation of the faculty member's research and scholarly activity by nationally recognized experts in the field of specialization will be required.
1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair. In promotion of department chairs, the responsibility belongs to the dean.
  2. External reviewers with academic positions will hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers. The chair will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair will provide the list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review process. As a general rule, external reviewers should not be co-authors or former mentors of the candidate. The selection of potential external reviewers must be completed before the end of the semester prior to the submission of credentials for promotion.
  3. External reviews will be confidential; reviewers will be so advised. Requests for exception to the confidentiality of external reviews should be made directly to the provost and vice president for academic affairs before the reviewers are asked to submit evaluations. If an exception is approved, candidates for promotion will be allowed access to the substance of external reviews, but the authorship of specific external reviews and other identifying information contained therein will remain confidential. All external reviewers will receive a standard letter sent by the chair but prepared by the provost and vice president for academic affairs in consultation with the deans and a copy of the policy on external reviews so their responsibilities will be clear.

4. A curriculum vitae will be required of each external reviewer. Each reviewer will be asked to describe any personal or professional relationship with the candidate. It is the responsibility of the chair to include a curriculum vitae of each reviewer. For promotion of department chairs, the responsibility belongs to the dean.
  5. External reviewers will be asked to evaluate all submitted material mailed to them. Candidates for promotion are responsible for the preparation of the research portfolio and curriculum vitae to be sent to external reviewers. In the case of the arts, reviewers may be asked to consider works of art or performances. External reviewers will be asked to evaluate: a) the quality of the scholarship or creative work under review; and b) the scholarly reputation (regional, national, international) of the candidate.
  6. All candidates for promotion will be required to have their scholarship evaluated by no fewer than four external reviewers. If fewer than four reviews are received, the chair will choose additional reviewers alternately from the lists of the department promotion and tenure committee and of the candidate.
  7. The uUniversity and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- D. A candidate for promotion in rank is initially considered by the faculty members in the department who hold the rank being considered or above. Only faculty holding the rank of professor are eligible to vote on candidates for promotion to professor.
1. In the case of large departments, the faculty members in the rank being considered or above may select a committee from their ranks to consider and make recommendations concerning promotion. In that case, it is the responsibility of the committee to elicit opinions from all faculty members holding the rank considered or above.
  2. In departments where fewer than three members hold appointments in the rank being considered or above, the dean, in consultation with the chair, will appoint enough additional faculty in the rank or above from other disciplines to form a committee of at least three.
  3. Candidates for promotion should provide a statement of potential external and/or internal reviewers with whom there is a conflict of interest, e.g., co-authors, co-investigators, etc.
  4. No dean, associate dean, assistant dean, or other full-time administrator or department chair shall attend or participate in the deliberation of either the departmental, college, or University Promotion and Tenure Committee.
  5. The college committees shall consist of one tenured faculty member from each department in the college. All members of the college promotion and

tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. There should be at least three professors on the college committee. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year.

6. The University Promotion and Tenure Committee shall consist of one tenured faculty professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair. No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year.
7. The faculty member involved is informed that the committee is considering promotion in rank and is given an opportunity either to appear before the committee (or group) considering the case, or to submit a statement in writing in support of eligibility for promotion.
8. In case of material developments



faculty member will be provided opportunity to correct any factual



**NUMBER:** 1411

**TITLE:** Tenure

**APPROVED:** June 12, 1980; Revised February 24, 1984; Revised November 19, 1987; Revised December 13, 1988; Revised September 27, 1990; Revised April 9, 1998; Revised December 10, 1998; Revised April 12, 2002; Revised April 11, 2003; Revised June 14, 2005; Revised September 9, 2005; Revised September 22, 2006; Revised June 15, 2007; Revised December 7, 2007; Revised September 17, 2009; Revised April 8, 2010; Revised April 4, 2012; Revised June 14, 2012

I. Purpose of Tenure - 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. For these reasons, tenure is awarded only after a suitable probationary period, and the decision to award tenure is based both on the merit of the individual faculty member and on the long-term needs and mission of the department, the college, and the University.

II. Eligibility for Tenure

A. Only faculty members who hold the ranks of assistant professor, associate professor, or full professor are eligible to be considered for tenure. Assistant professors will be awarded tenure only if they are simultaneously being promoted to the rank of associate professor.

B. Under certain circumstances administrative faculty holding rank in a department at the assistant professor (if promotion to the rank of associate professor is being simultaneously considered), associate professor, or full professor level may be considered for tenure, as specified by the Board of Visitors policy concerning administrative faculty.

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- B. The following do not count as part of the probationary period:
1. Time in the rank of assistant instructor, faculty of practice, artist-in-





the conclusion of the evaluation process with the concurrence of the  
depa



4. The University and college administration will assist departments where reasonable expenses are necessary to obtain appropriate external reviews.
- C. Initial consideration of tenure cases is conducted by the tenured faculty of the department.
1. The tenured faculty of a department may determine that a tenure committee of a specified size will be selected from their membership to conduct the tenure deliberations and make recommendations to the chair. In this case, the entire full-time department faculty will elect the committee. It is the responsibility of this committee to determine the opinions of tenured members of the department not serving on the committee.
  2. In departments where fewer than three members are tenured, the dean, in consultation with the chair, will appoint enough additional tenured faculty members to form a committee of at least three members.
  3. No dean, associate dean, assistant dean, or other full-time administrator or department chair shall attend or participate in the deliberation of the departmental, college, University Promotion and Tenure Committee, or the tenured faculty of the department serving as a group to consider tenure, except in those cases when such committees or groups may, at their discretion, request administrators or chairs to answer specific questions concerning tenure cases.
  4. The college committee shall consist of one tenured faculty member from each department in the college. All members of college promotion and tenure committees shall be elected directly by the faculties they represent for a one-year term renewable twice for a total of three years. This member shall be chosen by majority vote of all full-time, tenure-track teaching and research faculty members of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. There should be at least three professors on the college committee. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year.
  5. The University Promotion and Tenure Committee shall consist of one tenured full professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair. No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible for reelection after an absence of at least one year.
- D. The committee or group of tenured faculty makes its recommendations to the chair. All committee members should vote yes or no. Considering this recommendation, the chair makes an additional evaluation and recommendation concerning tenure.



faculty member's name to the president for presentation to the Board of Visitors as a candidate for tenure. The Board of Visitors will act on the case by April 30 (mid-December for mid-year tenure candidates) of the year in which it is being taken up. Upon approval of the Board of Visitors, the faculty member is offered a tenure contract for the coming year.

- K. If the determination of the provost and vice president for academic affairs is against tenure and the decision is made in the year preceding the end of the limit of the probationary period, the faculty member is notified by April 30 (mid-December for mid-year tenure candidates) that a terminal contract will be offered for the ensuing year. A faculty member who has not reached the limit of the probationary period may be offered either one subsequent annual contract or a terminal contract for the ensuing year.
- L. The faculty member may request, within two weeks, ~~by May 15~~ that the president review a negative decision of the provost and vice president for academic affairs. The president should make a decision on the review within one month ~~by June 15~~. If the president upholds the decision of the provost and vice president for academic affairs, the faculty member may request a further review by the Board of Visitors or its designated committee within two weeks ~~by June 30~~. (Refer to the policy on Communications With the Board of Visitors for procedural information.) The decision of the Board of Visitors or its designated committee is final. ~~The Board of Visitors will make its decision by July 25.~~
- M. Copies of the recommendation by all committees, chairs, deans, and the provost shall be provided to the faculty member being considered for tenure. The faculty member will be provided opportunity to correct any factual misinformation in such recommendations by placing a letter in his or her tenure file at any stage, or up until ~~May~~ March 1 to the Provost (~~February 1~~ November 22 for faculty hired mid-year).
- N. The above procedures at the departmental and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and vice president for academic affairs. Procedures above the college level will be the same as designated above in all cases.

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**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 policy on Evaluation of Faculty effective September 26, 2013.

Rationale: Many of the changes to the policy on Evaluation of Faculty are editorial and are

These changes were recommended by the Faculty Senate as part of their review of policies in the Faculty Handbook.

The major substantive revisions are to remove the details describing the evaluation of teaching, the evaluation of scholarly activity and research, and the evaluation of service from the policy. The details related to teaching were added to the existing policy on Evaluation of Teaching.

and genuinely evaluative. A listing of facts without interpretation is helpful neither to the faculty member nor to the committees concerning personnel decisions.

2. D. In the case of tenured faculty mem

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 the dean may present in writing additional comments or evidence to the dean and to the provost and vice president for academic affairs.

D. Criteria for Evaluation

1. All faculty members will be evaluated on the basis of teaching, research, and service. The weighting of these three areas will vary from one faculty member to another depending upon the needs of the department and the particular accountability of the individual faculty member in contributing

different roles, ~~if so,~~ those specific roles should be defined and understood. In all cases, service should be judged on the basis of quality and effectiveness, not just quantity. When distance education technologies are used for providing service, evaluations should include items specific to these delivery formats. See the Policy on Evaluation of Service for detailed information. ~~(In the following listing, items are not necessarily listed in priority order.)~~

- i. a. Departmental, college, and University service
- ii. b. Community engagement service ~~is~~ defined as

described annual expenditures as well as external funding and funding supported by institutional efforts. He also highlighted the intramural program and the reinvestment being made for faculty success and development as the University continues to develop

## **STUDENT ADVANCEMENT COMMITTEE**

The Rector called on Mr. Biagas for the report of the Student Advancement Committee. Mr. Biagas reported that Vice President Neufeldt reported on meeting overall enrollment goals and new student entry and student success programs.

Bo Yi, Student Representative to the Board of Visitors, updated the committee on the Monarch Citizenship campaign and the continued efforts of students in expressing the values of responsibility, engagement and pride. Under the social media initiative, a Facebook page and Twitter has been created under the moniker of “ODU Student Rep.” She also introduced a student veteran, José Roman, who spoke about the student veteran population at ODU. As President of the Student Veteran Association, he is working on partnering with the Alumni association in an effort to create an ODU Veterans Alumni

**OLD/UNFINISHED BUSINESS**

There was no old or unfinished business to come before the Board.

**NEW BUSINESS**

There was no new business to come before the Board.

With no further business to be discussed, the meeting was adjourned at 2:35 p.m.