

December 18, 2015

TRANSMITTAL LETTER

TO: The Honorable Members of the General Assembly

The Honorable Terry McAuliffe
Governor of the Commonwealth of Virginia

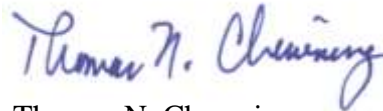
FROM: Thomas N. Chewning
Rector, Board of Visitors

SUBJECT: Annual Executive Summary – Report for Norfolk State University

Section 23-2.05 of the *Code of Virginia* instructs the Norfolk State University Board of Visitors to submit an annual executive summary of its interim activity and work to the General Assembly and Governor prior to the first day of the regular session of the General Assembly.

Please accept this report as fulfillment of this responsibility. If you have any questions about this report, do not hesitate to contact me or Ms. April Allbritton, our Board Liaison, at (757) 823-8670 or via email at atallbritton@nsu.edu.

Sincerely,



Thomas N. Chewning
Rector

C: The Honorable Anne Holton, Secretary of Education
Laura Wilborn, Division of Legislative Automated Systems
Eddie N. Moore, Jr., President and CEO, Norfolk State University

December 18, 2015

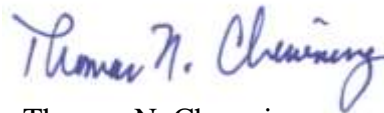
The Honorable Members of the General Assembly
General Assembly Capitol Building
201 North 9th Street
Richmond, VA 23219

The Honorable Terry McAuliffe
Office of the Governor
1111 East Broad Street
Richmond, VA 23219

Dear Governor McAuliffe and Members of the Virginia General Assembly:

Pursuant to § 23-2.05 of the *Code of Virginia*, the Norfolk State University Board of Visitors hereby submits its annual executive summary of its interim activity and work. Please do not hesitate to contact me, on behalf of the Board of Visitors, if there are further questions or if I can be of any assistance as you review this report.

Sincerely,



Thomas N. Chewning
Rector

Section 23-2.05 of the *Code of Virginia* (2013) requires that each board of visitors of public institutions of higher education submit to the General Assembly and the Governor an annual executive summary of its interim activity and work prior to the first day of the regular session of the General Assembly. The summary must be submitted in accordance with the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports and will be posted on the General Assembly's website.

The Norfolk State University Board of Visitors, in compliance with guidance from the State Council of Higher Education for Virginia, prepared this executive summary of the Board's interim activities as it relates to the following statutory requirements:

<u>Code Section</u>	<u>Description</u>
23-2.01	Public Access to Information
23-2.02	Board of Visitors; Bylaws
23-2.03	Board of Visitors; Annual Meeting with the President of the Institution
23-2.04	Board of Visitors; Executive Committee
23-2.05	Board of Visitors; Annual Executive Summaries
23-9.14:1	Educational Programs for Governing Boards

The Board of Visitors for Norfolk State University is comprised of 13 members, five of whom are alumni (*). The Board members are:

Dr. Ann A. Adams	Larry A. Griffith
Elwood B. Boone, III	Michael J. Helpinstill
Dr. Byron Cherry, Sr., COL (Ret.) (Vice Rector) *	Lula B. Holland, COL (Ret.) (Secretary) *
Thomas N. Chewning (Rector)	Beth Murphy
Kenneth W. Crowder	Michael D. Rochelle, LTG (Ret.)*
Bryan D. Cuffee *	Dr. Melvin T. Stith *
Dr. Deborah M. DiCroce	

The annual executive summary demonstrates that the Norfolk State University Board of Visitors is compliant with the statutory requirements. The Board acknowledges and appreciates the efforts of Interim President and Chief Executive Officer of Norfolk State University, Eddie N. Moore, Jr. and the members of his staff assigned to assist with the preparation of this annual executive summary.

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Section 23-2.05 of the *Code of Virginia* (2013) requires that each board of visitors of public institutions of higher education submit to the General Assembly and the Governor an annual executive summary of its interim activity and work prior to the first day of the regular session of the General Assembly. The executive summary describes the board's compliance with requirements in the *Code of Virginia* (effective July 1, 2013) as listed below:

§ 23-2.01, Public Access to Information

§ 23-2.02, Board of Visitors; Bylaws

§ 23-2.03, Board of Visitors; Annual Meeting with the President of the Institution

§ 23-2.04, Board of Visitors; Executive Committee

§ 23-2.05, Board of Visitors; Annual Executive Summaries

§ 23-9.14:1, Educational Programs for Governing Boards

The Norfolk State University Board of Visitors has taken the actions necessary to comply with each of the statutory requirements and hereby submits this executive summary to demonstrate its compliance.

The Norfolk State University (NSU) Board of Visitors was established by §§ 23-174.1 through 23-174.7 of the *Code of Virginia* (1950). The Board consists of 13 members appointed by the Governor of the Commonwealth of Virginia for four-year terms. Of the members appointed, four shall be alumni of the University of which three may be non-residents of the Commonwealth. All appointments are subject to confirmation by the General Assembly.

Section 23-2.05 of the *Code of Virginia* (2013) requires that the board of visitors of each public institution of higher education submit to the General Assembly and the Governor an annual executive summary of its interim activity and work prior to the first day of the regular session of the General Assembly. The summary must be submitted in accordance with the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports and will be posted on the General Assembly's website.

The summary must reflect the Board's interim activities as they relate to the statutory requirements listed below. Each *Code* requirement is highlighted in the summary and the Board's actions relative to each requirement are described. The NSU Board has also provided a listing of its activities throughout the calendar year demonstrating the Board's active participation in matters related to governance. See Attachment A: Board Activities.

The statutory requirements are:

- *Code of Virginia* § 23-2.01, Public Access to Information
- *Code of Virginia* § 23-2.02, Board of Visitors; Bylaws
- *Code of Virginia* § 23-2.03, Board of Visitors; Annual Meeting with the President of the Institution
- *Code of Virginia* § 23-2.04, Board of Visitors; Executive Committee
- *Code of Virginia* § 23-2.05, Board of Visitors; Annual Executive Summaries
- *Code of Virginia* § 23-9.14:1, Educational Programs for Governing Boards

I. Public Access to Information

Requirement

Section 23-2.01 of the *Code of Virginia* (2013) requires the board of visitors of each institution to conduct closed meetings in accordance with the Virginia Freedom of Information Act (§ 2.2-3700 et seq.) and provisions governing the public inspection of certain public records (§ 2.2-4342). The Section states:

Notwithstanding § 2.2-4342 and the Virginia Freedom of Information Act (§ 2.2-3700 et seq.), the board of visitors of each public institution of higher education and the State Board for Community Colleges may conduct closed meetings pursuant to §§ 2.2-3711 and 2.2-3712 and may conduct business as a "state public body" for purposes of subsection B of § 2.2-3708. (2013, c. 577.)

NSU Board Actions

The Norfolk State University Board of Visitors ensures that the people of the Commonwealth of Virginia have immediate access to its public records and free entry to its public meetings in compliance with this section of the *Code*. All public meetings of the Board are noticed in advanced and clearly marked as "open" or "closed" in accordance with the Virginia Freedom of Information Act, § 2.2-3700 et seq. of the *Code of Virginia*. Board meeting notices are announced in a variety of publications and posted in compliance with the three-day notice requirement.

All Board meetings are conducted in accordance with the *Code of Virginia*, the Board Bylaws, and in a manner and under such procedures that are generally applicable to similar meetings. The Chair, in conducting meetings, may be guided by *Robert's Rules of Order Newly Revised for Deliberative Assemblies*. Meeting agendas and minutes are also posted on the [NSU Board of Visitors Website](#), and in various locations on campus.

II. Board of Visitors; Bylaws

Requirement

Section 23-2.02 of the *Code of Virginia* (2013) requires the board of visitors to adopt bylaws and make it conspicuously available on the board's website. This Section also includes certain requirements and obligations pertaining to transparency and the Virginia Freedom of Information Act. The Section states:

The board of visitors of each public institution of higher education and the State Board for Community Colleges shall adopt bylaws for its own governance. This document shall be posted conspicuously on the board's website and shall include provisions that:

1. Establish the requirement of transparency, to the extent required by law, in all board actions;

2. Describe the board's obligations under the Virginia Freedom of Information Act (§ 2.2-3700 et seq.), as set forth in § 23-2:1, including the requirements that:
 - a. The board shall record minutes of each open meeting and post the minutes on the board's website, in accordance with subsection I of § 2.2-3707 and § 2.2-3707.1;
 - b. Discussions and actions on any topic not specifically exempted by § 2.2-3711 shall be held in an open meeting;
 - c. The board shall give public notice of all meetings, in accordance with subsection C of § 2.2-3707; and
 - d. Any official action taken in a closed meeting shall be approved in an open meeting before it can have any force or effect, in accordance with subsection B of § 2.2-3711; and
3. Require that the board notify and invite the Attorney General's appointee or representative to all meetings of the board, executive committee, and board committees (2013, c. 577).

NSU Board Actions

The [Bylaws of the Board of Visitors](#) for Norfolk State University were amended and approved by the Board on May 8, 2015 and August 28, 2015 (respectively) in compliance with § 23-2.02 of the *Code of Virginia*. As required, § 1.03 of the Board Bylaws communicates the Board's desire to be transparent in its general operations to the extent required by law and in compliance with the Virginia Freedom of Information Act, *Code of Virginia* § 2.2-3700 et seq. The Board's Statement of Governance, adopted on December 13, 2013, further states: "The Board is transparent in its operations and operates openly in compliance with the Virginia Freedom of Information Act (Code of Virginia § 2.2-3700 et seq)."

Amendments to the Bylaws approved May 8 2015:

- 1) To satisfy concerns by the regional accreditor, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), regarding Core Requirement 2.2 (Governing Board), the Bylaws of the Board of Visitors were expanded to provide additional clarification on the board's composition and appointment of members.

Article I Section 1.03 was renamed and revised with an additional provision that identifies the number of members, their term appointment and removal by the Governor as follows:

§ 1.03. Composition and Appointment; General Operations. The University is a public institution of higher education in the Commonwealth of Virginia governed by the applicable sections of the *Code of Virginia* and is, at all times, subject to the control of the General Assembly (*Code of Virginia* § 23-174.1).

- (a) Composition and Appointment. The Board of Visitors consists of 13 members appointed by the Governor, subject to confirmation by the General Assembly of Virginia, for terms of four years. Membership of the Board, method and terms of appointment, and the method of filling vacancies are provided by statute (*Code of Virginia* § 23-174.4; § 23-2.06 (C)). See Appendix A.
- 2) To satisfy concerns by the regional accreditor, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), regarding Comprehensive Standard 3.2.5 (Board Dismissal), the Bylaws of the Board of Visitors were expanded to address the concern that a minority of the Board can remove a member or members from “office” for nonattendance for one year.

Article II Section 2.02. Role and Responsibilities, item (k) Member Dismissal was amended to reflect language from House Bill 1791 (adding new section 23-2.06) in *Code of Virginia* on Members of Governing Boards; Removal; Terms as follows:

- (a) Member Dismissal. The members of the Board of Visitors are protected by Virginia law from being removed without appropriate reasons and by an unfair process. A Board member may be dismissed only for cause and only in accordance with (1) *Code of Virginia* § 2.2-108, which provides for the removal of a Board member by the Governor for malfeasance, misfeasance, incompetence, gross neglect of duty, (2) *Code of Virginia* § 24.2.231 as amended, for conviction of a felony or any offense for which registration is required under § 9.1-902, and (3) *Code of Virginia* § 23-2.06(A), failing to attend (i) the meetings of the board for one year without sufficient cause, as determined by a majority vote of the board, or (ii) the educational programs required by § 23-9.14:1 in his/her first two (2) years of membership without sufficient cause, as determined by a majority vote of the board.

Pursuant to removal under § 23-2.06(A), the failure to attend under (i) and (ii) will be recorded in the minutes of the next board meeting by the remaining members of the board and notice provided to the Governor. The office of such member failing to attend shall be vacated. However, no member serving as of January 1, 2015 will be removed for failing to attend the educational programs required by 23-9.14:1 if he/she attends such training by January 1, 2016.

- 3) To satisfy SACSCOC's concern regarding Comprehensive Standard 3.2.6 (Board/Administration Distinction), the Bylaws of the Board of Visitors were expanded to show that Board establishes employment policy and the President implements hiring and oversight and that there is a distinction between Board-President, and hiring of personnel.

Article II Section 2.02. Role and Responsibilities, item (f) Policies and Employment was renamed to Rules and Regulations and amended to clarify that the Board is responsible for adopting employment rules and regulations for faculty and staff, and the President has responsibility to hire and oversee faculty and staff as follows:

- (f) Rules and Regulations. The Board is responsible for adopting rules and regulations for the appointment, salaries, duties, terms and conditions of employment, promotion, tenure and dismissal of faculty¹ and staff² of the University. Except as otherwise provided in these Bylaws, it is the responsibility of the President to hire and oversee the faculty and staff of the institution. The Board is responsible for adopting rules and regulations governing student conduct.

Article VI Section 6.01. The President, paragraph (a) was amended to state that the President is delegated the general authority to act on behalf of the University and may initiate proposed policies and execute approved policies and administer the University.

- (a) As the University's designated representative, the President is delegated the general authority to act on behalf of the University by the Board of Visitors. The President may initiate proposed policies, execute approved policies and administer the University.

¹ Faculty are of three types: (1) teaching faculty involved directly in the formal instruction of students; (2) administrative faculty involved in the administration of higher education in line positions in direct support functions for the University and teaching faculty, and (3) professional faculty usually in staff positions without line responsibility, such as coaches, physicians, lawyers, librarians, counselors and the like.

² As the term is used here, "staff" refers to University employees that are part of the "Classified" cadre, in a support role to faculty.

Article VII Section 7.01. University Auditor was amended to address that the appointment of the auditor is in consultation with the President and the dismissal of the person in this position will be in consultation with the Finance and Administration Committee, and/or the President.

§ 7.01. University Auditor. The University Auditor is appointed by the Board of Visitors, in consultation with the President, and is the internal auditor for the University. The University Auditor is functionally accountable and reports to the Board, but is a University employee reporting administratively to the President. The incumbent serves as an independent appraiser within the University for the review of University operations as a service to the Board and the President. The Board hires and annually evaluates the incumbent; set compensation and may dismiss the person serving in this position in consultation with the Finance and Administration Committee, and/or the President. The budget for and authorization of positions in the Office of the University Auditor is reviewed and recommended to the Board for approval via the Finance and Administration Committee.

Article VII Section 7.03. Additional Staff was renamed Additional Support and amended to address the concern over not identifying or defining personnel that can be hired by the Board, the purpose for which they can be hired, and how such action may intersect with the hiring and oversight responsibilities of the administration.

§ 7.03. Additional Support. The Board may, upon passage of an authorizing resolution, hire one (1) or more staff members or consultants to assist the Board in fulfilling its duties and responsibilities. Such support staff or consultants are separate from faculty and staff of the University, and must not interfere with the responsibilities of the President.

Alternatively, or additionally, the Board may request the President to appoint or designate a Clerk or Liaison to the Board to provide administrative and clerical support to the Board Secretary, the Rector and members of Board and its committees in fulfilling their responsibilities as prescribed in these Bylaws.

- 4) To satisfy SACSCOC's concern regarding Comprehensive Standard 3.2.3 (Board Conflict of Interest), the Bylaws of the Board of Visitors were expanded to a new section.

Article IX Section 9.06. Conflict of Interest was added and reads as follows:

§ 9.05. Conflict of Interest. Each Board member is subject to the provisions of the State and Local Government Conflict of Interests Act and must file reports as necessary under § 2.2-3114(B) of the *Code of Virginia*, as amended.

Additionally, other amendments from the May 8, 2015 approval included:

- a) Reordering the list of responsibilities in order of importance;
- b) Clarifying that the budget reflects the priorities *in the Strategic Plan and* developed in the strategic planning process;”
- c) Changing “Policies and Employment” to “Rules and Regulations;”
- d) Clarifying that the Board is responsible for adopting employment rules and regulations for faculty and staff, but the President has responsibility to hire and oversee faculty and staff;
- e) Adding that Student Government Association President will be a non-voting member of the Board and may participate in a non-voting capacity in all open session meetings, as well as in closed meetings only as requested by the Board;
- f) Adding language on process for selection of faculty member representative to the Board, term, eligibility for re-selection if nominated, and serve at the pleasure of the Board;
- g) Adding language on process for selection of faculty member representative to the Board, term, eligibility for re-selection if nominated, and serve at the pleasure of the Board;
- h) Adding language that the chair of the meetings will be “guided” by Roberts Rules of Order;
- i) Adding clear language on regular meetings of the Board; notice published in accordance with Bylaws and FOIA;

- j) Adding language that the Executive Committee meets upon the call of the Rector only;
- k) Changing the number of members on the Nominating Committee to no less than four (4)—to avoid quorum and inadvertent meeting of two (2) members;
- l) Adding that the Nominating Committee may be appointed by the Rector to fill officer vacancies in accordance with Article V of the Bylaws;
- m) Adding that the number of members are 13 where needed;
- n) Adding titles of officers, and references to their office with respect to removal from respective offices;
- o) Adding that the Rector’s relationship with other Board members is as an equal with no authority over other Board members other than as appropriate as Chair in conducting meetings;
- p) Changing that University Counsel, in conjunction with Board staff, annual review (rather than “regularly”) Board policies and procedures;
- q) Adding new section to provide for Bylaws amendment history;
- r) In §2.05, changing the wording “Faculty Representative Body” to “Faculty Senate;”
- s) In §4.03, took out the wording “an odd number of not less than” in reference to the Nominating Committee; and
- t) In §7.03, took out the word “unduly.”

Subsequent review and approval of the [Bylaws of the Board of Visitors](#) on August 28, 2015 resulted from a thorough review by an outside consultant with extensive experience in institutional effectiveness, institutional research, and accreditation who offered additional recommendations for SACSCOC compliance. The following recommendations address SACSCOC Core Requirement 2.2 (Governing Board)

regarding control by a minority of the Board in regards to voting procedures, the Executive Committee and Standing Committees. There was one additional clarification added to again address the distinction of the Board hiring additional support as it relates to Comprehensive Standard 3.2.6 (Board/Administrative Distinction).

Article III Section 3.07. Voting Procedures was amended to make clear that actions or decisions by the Board need a majority vote of at least seven –as is and has been the practice of the Board in its operations. The amended section is as follows:

§ 3.07. Voting Procedures. Actions or decisions by the Board require an affirmative vote of at least seven voting members. Votes are generally taken by a roll-call vote of all voting members supporting, opposing, or abstaining from the matter. However, incidental or procedural motions (e.g., adjournment) may be carried or defeated by voice vote. All votes taken during electronic communication meetings must be by roll-call and so recorded in the meeting minutes (§ 2.2-3708.D, *Code of Virginia*). No proxies, secret, or written ballots are authorized in any Board meeting (§ 2.2-3710, *Code of Virginia*). The roll-call vote are recorded in the minutes. Should members attending the meeting be absent for the vote, their absence will be noted in the minutes. The Faculty and Student Representatives to the Board of Visitors are non-voting members, but their comments regarding an issue may be recorded in the minutes.

Article IV Section 4.01. Executive Committee (b) Duties and Authority was first recommended to include the statement “Unless otherwise specifically provided by the Board, actions or decisions by the Executive Committee must be ratified and approved by an affirmative vote of at least seven voting members at the next regular meeting of the board.” However, during the Board meeting, the Board agreed to the following statement:

- (b) Duties and Authority. The Executive Committee has no authority to act on behalf of the Board of Visitors except as that authority is expressly delegated to the Executive Committee by either an affirmative vote of at least seven (7) voting members of the Board of Visitors or as required by these Bylaws. Any other decisions/recommendations of the Executive Committee are advisory and must be ratified and approved by the Board of Visitors. The Executive Committee is further authorized and required to: develop and recommend to the Board a statement of governance setting forth the Board’s role; periodically review the Board’s bylaws and recommend amendments; provide advice to the Board on committee structure, appointments, and meetings; develop an orientation and continuing education process for Visitors that includes training on the Virginia Freedom of Information

Act; create, monitor, oversee, and review compliance by Board members with the Board's Code of Ethics; and develop a set of qualifications and competencies for membership on the Board for approval by the Board and recommendation to the Governor.

Article IV Section 4.02. Standing Committees were amended to eliminate conflicting language which appeared to include the Executive Committee as a Standing Committee. The amendment provides clarity to the Executive Committee's duties and authority in response to Core Requirement 2.2 Governing Board relative to minority control. The first sentence of the section was modified to state:

§ 4.02. Standing Committees. There are four (4) standing committees of the Board: Academic Affairs, University Advancement, Finance and Administration, and Student Affairs.

Section VII Section 7.03. Additional Support was amended to provide additional clarification language to describe the purpose for the Board hiring support staff or consultants. The amendment provides further support of the distinction between Board and administrative roles or functions and addresses Comprehensive Standard 3.2.6 Board/Administrative Distinction.

§ 7.03. Additional Support. The Board may, upon passage of an authorizing resolution, hire one (1) or more staff members or consultants to assist the Board in fulfilling its duties and responsibilities. Such support staff or consultants are separate from faculty and staff of the University, and must not interfere with the responsibilities of the President. Support staff will be limited to providing clerical support to the Board. Consultants will be limited to providing training and technical or subject matter expertise to the Board.

Alternatively, or additionally, the Board may request the President to appoint or designate a Clerk or Liaison to the Board to provide administrative and clerical support to the Board Secretary, the Rector and members of Board and its committees in fulfilling their responsibilities as prescribed in these Bylaws.

Meeting minutes for all open meetings are recorded and posted on the Board's website at the [NSU Board of Visitors Website](#). All business of the Board not exempted by § 2.2-3711 of the *Code of Virginia* are held in open meetings and all official actions taken in closed meetings are

approved openly. Section 3.05 of the Board Bylaws also provides that the Board shall request the presence of the University's legal representative at all open and closed meetings and in committee meetings. University Counsel (and/or alternate legal representative) is present at all Board meetings.

III. Board of Visitors; Annual Meeting with the President of the Institution

Requirement

Section 23-2.03 of the *Code of Virginia* (2013) requires the board of visitors to meet annually with the President of the institution and conduct a performance evaluation. The Section states:

- A. In addition to all meetings prescribed in Chapters 5 (§ 23-39 et seq.) through 16 (§ 23-214 et seq.), the board of visitors of each public institution of higher education and the State Board for Community Colleges shall meet with the President of that institution at least once annually, in a closed meeting pursuant to subdivision A 1 of § 2.2-3711, and deliver an evaluation of the President's performance.
- B. Any change to the President's employment contract during any such meeting or any other meeting of the board shall be made only by a vote of the majority of the board's members (2013, c. 577).

NSU Board Actions

The Board of Visitors' [Presidential Evaluation Policy](#) (as amended 2014, 2012), was revised and subsequently approved December 12, 2014 to reflect this new statutory requirement in the *Code of Virginia* § 23-2.03 (2013). The new policy details a timeline for conducting the annual meeting with the President and the performance evaluation process.

At the May 8, 2015 Board Meeting, Mr. Thomas N. Chewning, Rector, appointed the following Board members to the Ad-Hoc President's Evaluation Committee with the purpose of evaluating the President's 2014-15 performance and to work with the President to establish his goals for 2015-16.

Ad-Hoc President's Evaluation Committee Members
Michael D. Rochelle, Chair
Lamont Bagby
Larry A. Griffith
Beth Murphy

The Ad-Hoc President's Evaluation Committee was scheduled to report back at the September 18, 2015 Board Meeting, however, the September 18, 2015 meeting was canceled and the NSU Board of Visitors met instead on Friday, August 28, 2015 at which time the Committee reported on the President's evaluation with the President.

Note: Mr. Lamont Bagby was elected to the House of Delegates on July 21, 2015 and thus resigned from the Board and was no longer a member of Ad-Hoc President's Evaluation Committee.

IV. Board of Visitors; Executive Committee

Requirement

Section 23-2.04 of the *Code of Virginia* (2013) requires the executive committee of the board of visitors to develop and review certain documents, processes, and prepare the qualifications and competencies for membership on its board. The Section states:

The executive committee of the board of visitors of each public institution of higher education and the State Board for Community Colleges shall (i) organize the working processes of the board and (ii) recommend best practices for board governance.

The committee shall:

1. Develop and recommend to the board a statement of governance setting out the board's role;
2. Periodically review the board's bylaws and recommend amendments;
3. Provide advice to the board on committee structure, appointments, and meetings;
4. Develop an orientation and continuing education process for visitors that includes training on the Virginia Freedom of Information Act (§ 2.2-3700 et seq.);
5. Create, monitor, oversee, and review compliance with a code of ethics for visitors; and

6. Develop a set of qualifications and competencies for membership on the board for approval by the board and recommendation to the Governor (2013, c. 577.).

NSU Board Actions

As required by this section of the *Code*, the Executive Committee approved at its December 13, 2013 Board meeting: [Board Statement of Governance](#), Board of Visitors [Code of Ethics](#), and a set of [Qualifications and Competencies for Governing Board Membership](#) for the NSU Board. The Board's Bylaws were amended and approved on May 9, 2015 and subsequently on August 28, 2015 to reflect the requirements of this section of the *Code*.

The Executive Committee consists of five (5) members of the Board, which include the Rector, who is the Chairperson, the Vice Rector, the Secretary and two (2) members appointed by the Rector. The members serve for the same term as the Rector. A majority of the Executive Committee constitutes a quorum for the transaction of business. In the absence of a quorum, the Rector may appoint a member of the Board of Visitors to serve as a substitute member of the Executive Committee for a particular meeting.

The duties and authority of the Executive Committee was revised on August 28, 2015 as follows:

The Executive Committee has no authority to act on behalf of the Board of Visitors except as that authority is expressly delegated to the Executive Committee by either an affirmative vote of at least seven (7) voting members of the Board of Visitors or as required by these Bylaws. Any other decisions/recommendations of the Executive Committee are advisory and must be ratified and approved by the Board of Visitors. The Executive Committee is further authorized and required to: develop and recommend to the Board a statement of governance setting forth the Board's role; periodically review the Board's bylaws and recommend amendments; provide advice to the Board on committee structure, appointments, and meetings; develop an orientation and continuing education process for Visitors that includes training on the Virginia Freedom of Information Act; create, monitor, oversee, and review compliance by Board members with the Board's Code of Ethics; and develop a set of qualifications and competencies for membership on the Board for approval by the Board and recommendation to the Governor.

The [Informational Guide](#) for Norfolk State University Board Members was reviewed for annual updates in July 2015. Copies were provided to the new Board members on August 26, 2015 during NSU's Board Orientation and distributed to the remainder of the Board at its meeting on August 28, 2015.

Board Orientation for new board members is generally held within 30 days of a board member's appointment or at the soonest time available. Board Orientation training is conducted by the Rector and University Counsel. The Board Orientation includes training on, *inter alia*, the Virginia Freedom of Information Act, Conflict of Interest Act, Board statutory responsibilities and duties, overview of the committee structure, information on current members, and a brief description outlining the contents of the Informational Guide. Board members are additionally required to complete online training on Conflict of Interest offered by the Office of the Attorney General.

Ongoing training and opportunities for Board members' professional development are offered throughout the year. Board members are provided with additional training during Board Retreats (held annually in March), webinars or workshops provided through the Association of Governing Boards for Universities and Colleges or other national associations related to institutional boards. Dates of training or professional development sessions are included in Attachment A: Board Activities.

In addition to periodically reviewing and recommending revisions to the Board Bylaws, the standing committees of the Board (i.e., Academic Affairs, Finance and Administration, University Advancement, and Student Affairs) are required to develop and present goals and objectives consistent with the mission of their committee for the coming year. The goals and objectives for each committee were developed over the summer 2015 and were approved at the August 28, 2015 Board meeting. The goals and objectives are subject to revision at any time by the committees.

On March 19, 2015, an annual review of the following Board policies were conducted:

BOV Policy # 01 (2014) - Creating and Maintaining Policies

BOV Policy # 02 (2014) - Classification and Numbering System (subsequently revised May 8, 2015)

BOV Policy # 03 (2014) - Role of Faculty in University Governance (subsequently revised May 8, 2015)

On March 20, 2015, the following new policy, superseding NSU Policy No. 51-001 Policy on University-Related Foundations was approved:

BOV Policy # 13 (2014) – University-Related Foundations

On May 8, 2015, an annual review of the following Board policies were conducted:

BOV Policy # 04 (2014) - Equal Opportunity and Non-Discrimination

BOV Policy # 05 (2015) – Sexual Misconduct (It was noted that changes are forthcoming from the Attorney General’s Office regarding this policy. A new policy was subsequently approved on October 26, 2015.)

BOV Policy # 06 (2014) - Statement on Code of Student Conduct

BOV Policy # 07 (2014) - Military Deployment

BOV Policy # 08 (2014) - Award of Academic Credit for Military Education, Training and Experience

On May 8, 2015, the following new policy, superseding NSU Policy # 51. 005 Naming Policy (2005) was approved:

BOV Policy # 14 (2015) - Naming Policy for Facilities and Spaces

Also on May 8, 2015, the Board of Visitors approved a resolution to annually review all policies at its annual March board retreat. New policies may be brought forward at any time and any established policy that needs revision to bring the university in compliance within a specific deadline may also be reviewed at any time.

On August 28, 2015, the Board of Visitors with a 12-0 Roll Call vote approved that the Executive Committee of the NSU Board of Visitors be authorized to review, consider and approve on behalf of the NSU Board of Visitors the NSU Sexual Violence and Sexual Harassment Policy and the NSU Board of Visitors Policy on Sexual Misconduct which must be approved by the Board of Visitors by October 31, 2015 (*titles as stated in the motion but later revised in accordance with best practices across the U.S., and in particular, for Virginia*).

On October 26, 2015, the following new policy superseding BOV Policy # 05 (2015) – Sexual Misconduct was approved by the Executive Committee of the NSU Board of Visitors:

BOV Policy # 05 (2015) - Title IX: Sexual Violence, Discrimination, Harassment, and Retaliation, including Appendix A (Title IX Sexual Violence, Discrimination, Harassment and Retaliation Grievance Procedures for Students) and Appendix B

(Title IX Sexual Violence, Discrimination, Harassment and Retaliation Grievance
Procedures for Employees)

The above referenced policy was certified to the State Council of Higher Education for Virginia (SCHEV) on October 30, 2015.

On December 11, 2015, the Board of Visitors motioned for Board ratification and approval of BOV Policy #05 (2015) Title IX Sexual Violence, Discrimination, Harassment, and Retaliation Policy, including Appendix A (Title IX Sexual Violence, Discrimination, Harassment and Retaliation Grievance Procedures for Students) and Appendix B (Title IX Sexual Violence, Discrimination, Harassment and Retaliation Grievance Procedures for Employees) which was approved on October 26, 2015 by the Board of Visitors Executive Committee.

Institutional Accreditation

Mr. Thomas N. Chewning, Rector appointed the following Board members to serve on an Ad-Hoc SACSCOC Committee with the purpose of monitoring NSU's response to SACSCOC during the months of June, July and August. The Committee could meet individually or as a group.

Ad-Hoc SACSCOC Committee
Bryan D. Cuffee, Chair
Dr. Deborah M. DiCroce
Elwood B. Boone, III
Dr. Melvin T. Stith

Note: Beth Murphy was appointed to replace Dr. DiCroce on Ad-Hoc SACSCOC Committee after Dr. DiCroce's term ended June 30, 2015. On October 9, 2015 Governor McAuliffe announced Dr. DiCroce's reappointment to the Board.

From May 2015 through August 2015, the Board's Ad-Hoc SACSCOC Committee received and reviewed a number of status updates from the President regarding the university's actions and responses to address the SACSCOC concerns. At the August 28, 2015 Board meeting, Mr. Bryan D. Cuffee, Chair of the Ad-Hoc SACSCOC Committee, reported that each section of the report underwent review by the Ad-Hoc Committee, an outside consultant, and an informal review by certain SACSCOC staff. Suggestions and comments were addressed and appropriately incorporated into the document as necessary and the Committee was confident in the diligence that had gone into the report.

In addition, during the October 13-15, 2015 SACSCOC Special Committee site visit, Rector Thomas N. Chewing, Vice Rector Dr. Byron L. Cherry, Sr., and Board Member Dr. Ann A. Adams were interviewed by members of the Special Committee.

On October 15, 2015, the NSU Board of Visitors received the message below from the president on the status of the SACSCOC Special Committee site visit as follows:

I am pleased to provide you with a brief update on the SACSCOC Special Committee visit which began on October 13 and concluded today, October 15. Overall, the Committee was able to successfully confirm the contents of the Second Monitoring Report that we submitted in September and had a very positive experience on campus. The fundamental outcome of the Committee's assessment was that there were no recommendations for Norfolk State University based on their review. This is absolutely the best possible outcome and I am very pleased with this assessment.

Next, the Special Committee will finalize its report and provide a copy to us to correct "factual errors" (if any) and provide a response by November 13. Thereafter, the Special Committee's report and NSU's Second Monitoring Report will be submitted to the SACSCOC Committee on Compliance for additional reviews. At the December SACSCOC annual meeting, the SACSCOC Board of Trustees will make its determination and vote on NSU's accreditation status.

Accreditation Status from the SACSCOC Annual Meeting – On December 8, 2015, the President informed the NSU Board of Visitors, designated state officials and the university community that the Board of Trustees for the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) determined that Norfolk State University (NSU) had satisfied all of its accreditation concerns and therefore, voted to remove the university from probation. NSU was placed on probation in 2014, largely for administrative and procedural matters not related to the quality of our academic enterprise. NSU has been fully and continuously accredited since it first became eligible for accreditation in 1969 and the positive outcome ensures that Norfolk State will continue toward improvement, growth and a culture of assessment.

V. Board of Visitors; Annual Executive Summaries

Requirement

Section 23-2.05 of the *Code of Virginia* (2013) requires the boards of visitors to submit an annual executive summary of its activity and work to the General Assembly and the Governor by the first day of the regular session of the General Assembly. The Section states:

The board of visitors of each public institution of higher education and the State Board for Community Colleges shall submit to the General Assembly and the Governor an annual executive summary of its interim activity and work no later than the first day of each regular session of the General Assembly. The executive summary shall be submitted as provided in the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports and shall be posted on the General Assembly's website. (2013, c. 577.)

NSU Board Actions

The Board, in compliance with this section of the *Code*, reviewed this annual executive summary at its December 11, 2015 meeting and submitted it to the General Assembly and the Governor on December 18, 2015. The executive summary is in compliance with the guidance from the State Council of Higher Education for Virginia and the procedures of the Division of Legislative Automated Systems. The executive summary will be posted on the General Assembly's website.

VI. Educational Programs for Governing Boards

Requirement

Section 23-9.14:1 of the *Code of Virginia* (2013) requires in part that the State Council of Higher Education for Virginia (SCHEV) work in consultation with the governing boards of public institutions of higher education to develop and deliver educational programs for board members. The Section also requires that new board members participate in educational programs at least once during their first two years of service and provides a listing of suggested educational presentations. The Section states in part:

- A. From such funds as are appropriated for such purpose, the Council shall develop, in consultation with public institutions of higher education and members of their governing boards, and annually deliver educational

programs for the governing boards of such institutions. New members of such governing boards shall participate, at least once during their first two years of membership, in the programs, which shall be designed to address the role, duties, and responsibilities of the governing boards and may include in-service programs on current issues in higher education. In developing such programs, the Council may consider similar educational programs for institutional governing boards in other states.

NSU Board Actions

The Board offers ongoing training and opportunities for board members' professional development throughout the year. Orientations are provided for new board members at the State level through SCHEV and at the University. Orientation offered by the institution is generally scheduled within 30 days of a board member's appointment or at the soonest available time. Mandatory orientation and training conducted by SCHEV for new members was held on October 20-21, 2015 in Richmond, Virginia and attended by four members of the Board (including the three new appointees effective July 2015 and one existing member that was appointed in July 2012).

Dr. Ann A. Adams
Kenneth W. Crowder
Michael J. Helpinstill
Beth Murphy (existing member)

In addition to the periodic webinars and workshops offered through the Association of Governing Boards for Universities and Colleges, Board members also receive specialized training on governance matters at Board retreats and in advance of regular Board meetings. On March 19, 2015 at its annual board retreat and again on August 27, 2015, Dr. Charlie Nelms, Consultant, Association of Governing Boards (AGB), provided training for the NSU Board of Visitors on the following topics:

March 19, 2015
Effective Governing Boards
Responding to SACSCOC
Consequential Boards
NSU 2035: A Century Retrospective
Next steps

August 27, 2015
Enrollment Management and the NSU Brand
Consequential Boards
Presidential Search

VII. Conclusion

The Norfolk State University Board of Visitors has demonstrated its compliance with the requirements of *Code of Virginia* §§ 23-2.01, Public Access to Information; 23-2.02, Board of Visitors; Bylaws; 23-2.03, Board of Visitors; Annual Meeting with the President of the Institution; 23-2.04, Board of Visitors; Executive Committee; 23-2.05, Board of Visitors; Annual Executive Summaries; and 23-9.14:1, Educational Programs for Governing Boards. The Board will continue to periodically assess its performance and actively enhance its activities through ongoing education and training.

Norfolk State University
Board of Visitors Activities
January 2015 to December 2015

Thursday, January 8, 2015 – Private Pre-Opening Reception Nursing & General Education Bldg.
6:00 p.m., Campus
Thomas N. Chewning, Rector
Lula B. Holland, Board Secretary
Elwood B. Boone, III
Bryan D. Cuffee
Dr. Melvin T. Stith

Friday, January 9, 2015 – Ribbon-Cutting Ceremony Nursing & General Education Bldg.
10:00 a.m., Campus
Thomas N. Chewning, Rector
Lula B. Holland, Board Secretary
Elwood B. Boone, III
Bryan D. Cuffee
Dr. Melvin T. Stith

Wednesday, January 14, 2015 – Commonwealth Prayer Breakfast
7:00 a.m., Richmond, VA
Thomas N. Chewning, Rector
Lamont Bagby

Wednesday, January 14, 2015 – Meeting with Auditors of Public Accounts
10:00 a.m., Richmond, VA
Thomas N. Chewning, Rector
Eddie N. Moore, Jr., Interim President and CEO

Thursday, January 15, 2015 – Governor Terry McAuliffe’s Visit to Campus
Approximately 3:00 p.m.
Lula B. Holland, Board Secretary
Elwood B. Boone, III

Sunday, January 18, 2015 – NSU Concert Choir’s Performance at St. James’ Episcopal Church
5:00 p.m., Richmond, VA
Thomas N. Chewning, Rector

Friday, February 21, 2015 – Hampton Roads Chamber of Commerce State of the City Address
12:00 Noon, Norfolk, VA
Lula B. Holland, Board Secretary
Dr. Deborah M. DiCroce

Monday – Saturday March 9-14, 2015 – MEAC Basketball Tournament
Various times, Norfolk, VA
Lamont Bagby
Lloyd Banks
Dr. Byron L. Cherry, Sr.
Lula B. Holland, Board Secretary
Dr. Melvin T. Stith

Wednesday, March 11, 2015 – Meeting with Eddie N. Moore, Interim President and CEO and
Gerald E. Hunter, Vice President, Finance and Administration
3:00 p.m., Campus
Dr. Byron L. Cherry, Sr.

Friday, March 13, 2015 – NSU Foundation Board Meeting
3:30 p.m., Norfolk, VA
Bryan D. Cuffee

Thursday, March 19, 2015 – Board Retreat
8:00 a.m. to 5:00 p.m., Campus
Dinner immediately following Town Point Club, Norfolk, VA
(see Retreat Minutes)

Friday, March 20, 2015 – Board and Committee Meetings
8:00 a.m. to 5:00 p.m., Campus
(see Board Minutes)

Friday, March 20, 2015 – Nominating Committee Meeting
Approximately 3:34 p.m., Campus
Larry A. Griffith
Beth Murphy
Michael D. Rochelle
Elwood B. Boone, III (alternate)
Dr. Deborah M. DiCroce (alternate)

Saturday, March 28, 2015 – NSU 80th Anniversary VIP Reception
5:30 p.m., Campus
Lula B. Holland, Board Secretary
Bryan D. Cuffee
Dr. Melvin T. Stith

Saturday, March 28, 2015 – NSU 80th Anniversary Gala
7:00 p.m., Campus
Lula B. Holland, Board Secretary
Bryan D. Cuffee
Dr. Melvin T. Stith

Monday, March 30, 2015 – NSU Research and Innovations Foundation Board Meeting
12:00 p.m. – 3:30 p.m., Campus
Michael D. Rochelle

Thursday, April 9, 2015 – Phone Appointment with Eddie N. Moore, Jr., Interim President and
CEO at 10:00 a.m.
Beth Murphy

Monday, April 27, 2015 – Phone Appointment with Gerald E. Hunter, VP for Finance and
Administration at 4:30 p.m.
Dr. Byron L. Cherry, Sr.

Tuesday, April 28, 2015 – Meeting with President Moore
9:00 a.m., Richmond, VA
Thomas N. Chewning, Rector

Thursday, April 30, 2015 – Nominating Committee Meeting
9:30 a.m., Campus
Beth Murphy
Michael D. Rochelle
Larry A. Griffith (alternate site location)

Wednesday, May 6, 2015 – Phone Appointment with Gerald E. Hunter, VP for Finance and Administration at 2:00 p.m.
Dr. Byron L. Cherry, Sr.

Thursday, May 7, 2015 – Meeting with Gerald E. Hunter, VP for Finance and Administration
10:00 a.m., Campus
Dr. Byron L. Cherry, Sr.

Thursday, May 7, 2015 – Ad-Hoc Bylaws Committee Meeting
10:00 a.m., Campus
Dr. Byron L. Cherry, Sr., Co-Chair
Michael D. Rochelle, Co-Chair
Elwood B. Boone, III

Friday, May 8, 2015 – Board and Committee Meetings
8:00 a.m. to 5:00 p.m., Campus
(inclusive of Army ROTC Commissioning Ceremony)
(see Board minutes)

Saturday, May 9, 2015 – Pre-Commencement Breakfast
7:15 a.m., Campus
Lula B. Holland, Board Secretary
Bryan D. Cuffee
Elwood B. Boone, III
Larry A. Griffith
Michael D. Rochelle

Saturday, May 9, 2015 – Commencement
10:00 a.m., Downtown Scope, Norfolk, VA
Lula B. Holland, Board Secretary (*provided remarks on behalf of the Board of Visitors*)
Bryan D. Cuffee
Elwood B. Boone, III
Larry A. Griffith
Michael D. Rochelle

Saturday, May 9, 2015 – NSU Alumni Association Board Meeting
Approximately 1:13 p.m., Campus
Bryan D. Cuffee

Wednesday, June 3, 2015 – Association of Governing Board (AGB) Conference Call with
Merrill Schwartz, Vice President for Consulting and Brent Schrader, Associate Director
3:30 p.m.
Thomas N. Chewning, Rector
Eddie N. Moore, Jr., Interim President and CEO

Friday, June 5, 2015 – Phone Appointment with Eddie N. Moore, Jr., Interim President and CEO
at 9:00 a.m.
Michael J. Helpinstill

Monday, June 8, 2015 – Phone Appointment with Eddie N. Moore, Jr., Interim President and
CEO at 11:30 a.m.
Dr. Ann A. Adams

Tuesday, June 9, 2015 – Our Common Wealth: an Educated Citizenry for the 21st Century A
Summit on Quality & Value in Virginia’s System of Higher Education
8:00 a.m. – 4:35 p.m., Richmond, VA
Lula B. Holland, Board Secretary
Beth Murphy

Tuesday, June 9, 2015 – Phone Appointment with Eddie N. Moore, Jr., Interim President and
CEO at 3:30 p.m.
Kenneth Crowder

Thursday, June 11, 2015 – NSU Foundation Board Meeting
9:00 a.m., Campus
Bryan D. Cuffee

Friday, June 12, 2015 – State Officials Meeting with Secretary of Education Anne Holton, Deputy Secretary of Education Dietra Trent, Paul Reagan, Chief of Staff and Gil Minor, Chair SCHEV Council
2:00 p.m., Richmond, VA
Thomas N. Chewning, Rector
Eddie N. Moore, Jr., Interim President and CEO

Monday, June 29, 2015 – NSU Research and Innovations Foundation Board Meeting
1:00 p.m. – 3:30 p.m., Campus
Michael D. Rochelle

Monday, July 7, 2015 – Introduction and Campus Orientation Session with Eddie N. Moore, Jr., Interim President and CEO
2:00 p.m., Norfolk Southern Tower, Norfolk, VA
Dr. Ann A. Adams

Monday, July 13, 2015 – Introduction and Campus Orientation Session with Eddie N. Moore, Jr., Interim President and CEO
11:00 a.m., State Farm Insurance, Norfolk, VA
Kenneth W. Crowder

Tuesday, August 11, 2015 – Association of Governing Board (AGB), Brent Schrader, Associate Director and Dr. Charles Nelms, Consultant
2:00 p.m.
Thomas N. Chewning, Rector
Eddie N. Moore, Jr., Interim President and CEO

August 11, 2015 – Senior Healthcare Executives Reception
6:00 p.m., Campus
Dr. Ann A. Adams
Kenneth W. Crowder

Wednesday, August 12, 2015 – Introduction and Campus Orientation Session with Eddie N. Moore, Jr., Interim President and CEO
3:00 p.m., Newport News Shipbuilding, Newport News, VA
Michael J. Helpinstill

Monday, August 17, 2015 – State of the University Address
9:00 a.m., Campus
Dr. Byron L. Cherry, Sr., Vice Rector
Lula B. Holland, Board Secretary
Dr. Ann A. Adams

Tuesday, August 18, 2015 – Freshman Convocation
6:00 p.m., Campus
Lula B. Holland, Board Secretary

Thursday, August 20, 2015 – Ribbon Cutting Ceremony for NSU Light Rail Stairwell/Elevator
11:00 a.m., Campus
Lula B. Holland, Board Secretary

Wednesday, August 26, 2015 – Board Orientation Session with Legal and Vice Rector
9:30 a.m. to 12:30 p.m., Campus
Dr. Byron L. Cherry, Sr., Vice Rector
Dr. Ann A. Adams
Kenneth W. Crowder
Michael J. Helpinstill

Thursday, August 27, 2015 – AGB Training Session
9:00 a.m. to 4:30 p.m., Campus
6:00 p.m. Dinner at the Town Point Club, Norfolk, VA
(see AGB Training Session Minutes)

Friday, August 28, 2015 – Board Meeting
9:00 a.m. to 4:00 p.m., Campus
(see to Board Minutes)

Monday, August 31, 2015, Nursing Program Discussion – Representatives from Sentara Virginia Beach General Hospital and Norfolk State University

2:00 p.m., Campus

Sentara

Elwood B. Boone, President, Sentara Virginia Beach General Hospital

Peggy Braun, VP Patient Care Services and Chief Nurse Executive Sentara Healthcare

Genemarie McGee, Chief Nursing Officer Sentara Healthcare

NSU

Dr. Deborah C. Fontaine, Interim VP for University Advancement

Jessica Parrott, Department Chair/Associate Professor, Dept. of Nursing and Allied Health

Philip C. Sherrill, Director of Corporate/Foundation Relations

September 1, 2015 – Luncheon Meeting with Eddie N. Moore, Interim President and CEO

12:00 Noon, Town Point Club, Norfolk, VA

Kenneth W. Crowder

September 9, 2015 – Secretary of Education Anne Holton, Deputy Secretary of Education Dietra Trent and SCHEV Executive Director Peter Blake

12:30 p.m., Richmond, VA

Thomas N. Chewning, Rector

Eddie N. Moore, Jr., Interim President and CEO

Thursday, September 10, 2015 – NSU Foundation Board Meeting

9:00 a.m., Campus

Bryan D. Cuffee

Saturday, September 12, 2015 – NSU vs. ODU Football

7:00 p.m., Foreman Field, Norfolk, VA

Dr. Ann A. Adams

Kenneth W. Crowder

Bryan D. Cuffee

Tuesday, September 15, 2015 – Constitution Day

12:30 p.m., Campus

Lula B. Holland, Board Secretary

Friday, September 18, 2015 – Founders Day Breakfast
7:30 a.m., Campus
Kenneth W. Crowder

Friday, September 18, 2015 – Founders Day Address
11:00 a.m., Campus
Dr. Melvin T. Stith (*Provided greetings on behalf of the Board of Visitors*)
Dr. Ann A. Adams

Friday, September 18, 2015 – Founders Day Ceremonial Walk
12:00 Noon, Campus
Dr. Melvin T. Stith

Friday, September 18, 2015 – Founders Day Bell Ringing Ceremony
12:30 p.m., Campus
Dr. Melvin T. Stith

Friday, September 18, 2015 – Emerald Society Luncheon
1:00 p.m., Campus
Dr. Melvin T. Stith

Friday, September 18, 2015 – Success Center Naming Reception
5:00 p.m., Campus
Lula B. Holland, Board Secretary
Dr. Ann A. Adams
Dr. Melvin T. Stith

Saturday, September 26, 2015 – NSU vs. Hampton University Pre-game Reception
1:00 p.m., Campus
Bryan D. Cuffee

Saturday, September 26, 2015 – NSU vs. Hampton University
4:00 p.m., Campus
Dr. Ann A. Adams
Kenneth W. Crowder
Bryan D. Cuffee

Appendix A: Board Activities
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Saturday, October 10, 2015 – NSU vs. North Carolina A&T
2:00 p.m., Campus
Lula B. Holland, Board Secretary

Monday, October 12, 2015 – Finance and Administration Committee Meeting
11:00 a.m., Campus
Dr. Byron L. Cherry, Sr., Vice Rector
Kenneth W. Crowder
Bryan D. Cuffee
Michael J. Helpinstill
Michael D. Rochelle

Tuesday, Wednesday and Thursday, October 13-15, 2015 – SACSCOC Special On-Site
Committee
Various times, Campus
Dr. Byron L. Cherry, Sr., Vice Rector
Dr. Ann A. Adams (October 13, 2015 only)

Tuesday and Wednesday, October 20-21, 2015 – SCHEV Boards of Visitors Orientation
3:30 – 7:30 p.m. and 7:30 a.m. – 4:45 p.m., respectfully, Richmond, VA
Dr. Ann A. Adams
Kenneth W. Crowder
Michael J. Helpinstill
Beth Murphy

Monday, November 2, 2015 – NSU Research and Innovations Foundation Board Meeting
1:00 p.m. – 3:30 p.m., Campus
Michael D. Rochelle

Saturday, November 7, 2015 – Presidential Homecoming Brunch
11:30 a.m., Campus
Dr. Melvin T. Stith

Saturday, November 7, 2015 – NSU vs. Savannah State (Homecoming)
2:00 p.m. (campus)
Dr. Melvin T. Stith

Thursday, November 12, 2015 – 2015 Virginia Summit on Higher Education and Economic Competitiveness

9:00 a.m. – 2:00 p.m., Richmond, VA

Lula B. Holland, Board Secretary

Beth Murphy

Thursday, November 12, 2015, Nursing Program Discussion – Representatives from Sentara Virginia Beach General Hospital and Norfolk State University

10:00 a.m., Campus

Sentara

Elwood B. Boone, President, Sentara Virginia Beach General Hospital

Peggy Braun, VP Patient Care Services and Chief Nurse Executive Sentara Healthcare

Genemarie McGee, Chief Nursing Officer Sentara Healthcare

NSU

Dr. Deborah C. Fontaine, Interim VP for University Advancement

Jessica Parrott, Department Chair/Associate Professor, Dept. of Nursing and Allied Health

Philip C. Sherrill, Director of Corporate/Foundation Relations

Saturday, November 14, 2015 – NSU vs. South Carolina State Football Game

1:00 p.m., Campus

Lula B. Holland, Board Secretary

Kenneth W. Crowder

Sunday, December 6, 2015 – NSU Choirs Winter Concert

5:00 p.m., Campus

Lula B. Holland, Board Secretary

Thursday, December 10, 2015 – NSU Foundation Board Meeting

9:00 a.m., Campus

Bryan D. Cuffee

Friday, December 11, 2015 – Board and Committee Meetings

8:00 a.m. to 5:00 p.m., Campus

(see to Board minutes)

Friday, December 11, 2015 – Board/Society Reception

5:30 p.m., Campus

Thomas N. Chewning, Rector

Dr. Byron Cherry, Sr., Vice Rector

Lula B. Holland, Secretary

Dr. Ann A. Adams

Elwood B. Boone, III

Bryan D. Cuffee

Michael D. Rochelle

Dr. Melvin T. Stith

Friday, December 11, 2015 – Army ROTC Commissioning Ceremony

7:00 p.m., Campus

Thomas N. Chewning, Rector

Dr. Byron Cherry, Sr., Vice Rector

Michael D. Rochelle

Dr. Melvin T. Stith

Saturday, December 12, 2015 – Pre-Commencement Breakfast

7:15 a.m., Campus

Thomas N. Chewning, Rector

Dr. Byron Cherry, Sr., Vice Rector

Lula B. Holland, Secretary

Dr. Ann A. Adams

Elwood B. Boone, III

Kenneth W. Crowder

Bryan D. Cuffee

Michael J. Helpinstill

Michael D. Rochelle

Dr. Melvin T. Stith

Saturday, December 12, 2015 – Commencement
10:00 a.m., Downtown Scope, Norfolk, VA
Thomas N. Chewning, Rector
Dr. Byron Cherry, Sr., Vice Rector
Lula B. Holland, Secretary
Dr. Ann A. Adams
Elwood B. Boone, III
Kenneth W. Crowder
Bryan D. Cuffee
Michael J. Helpinstill
Michael D. Rochelle
Dr. Melvin T. Stith