



BOARD OF VISITORS

700 Park Ave., HBW Suite 520, Norfolk, Virginia 23504
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December 7, 2018

TRANSMITTAL LETTER

The Honorable Ralph S. Northam
Office of the Governor
P. O. Box 1475
Richmond, VA 23218

The Honorable Members of the General Assembly
Pocahontas Building
900 East Main Street
Richmond, VA 23219

SUBJECT: Annual Executive Summary – Report for Norfolk State University

Dear Governor Northam and Members of the Virginia General Assembly:

Pursuant to *Code of Virginia* §23.1-1303 (B) (11) (Eff. Oct. 1, 2016), the Norfolk State University Board of Visitors hereby submits its Annual Executive Summary of its Interim Activity and Work for the 2018 calendar year. Should you have questions regarding this report, please feel free to contact Ms. Joan G. Wilmer, Vice Rector, as my service as Rector ends on the eighth of this month. Ms. Wilmer may be reached at 443-415-1930 or joangwilmer@gmail.com.

Sincerely,

Dr. Byron L. Cherry, Sr.

Rector

Norfolk State University Board of Visitors

C: The Honorable Atif Qarni, Secretary of Education
Laura Wilborn, Division of Legislative Automated Systems
Joan G. Wilmer, Vice Rector, Norfolk State University
Melvin T. Stith, Sr., Ph.D., Interim President, Norfolk State University



ANNUAL EXECUTIVE SUMMARY

Section 23.1-1303 (B) (11) of the *Code of Virginia* (Eff. Oct. 1, 2016) 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. This executive summary describes the Board's compliance with the *Code of Virginia* as it relates to the following statutory requirements:

<u>Code Section</u>	<u>Description</u>
§23.1-1301 (B) (10)	Governing Boards; Powers – Public Access to Information
§23.1-1303 (B) (1)	Governing Boards; Duties – Bylaws
§23.1-1303 (B) (8)	Governing Boards; Duties – Annual Evaluation Meeting with the President of the Institution
§23.1-1306	Governing Board Executive Committee; Duties
§23.1-1303 (B) (11)	Governing Boards; Duties – Annual Executive Summaries
§23.1-1304	Governing Boards; Additional Duties; Educational Programs

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

Dr. Ann A. Adams	B. Keith Fulton
Dwayne B. Blake	Larry A. Griffith
Dr. Byron L. Cherry, Sr., COL (Ret.) (Rector)*	Michael J. Helpinstill
Kenneth W. Crowder	Devon M. Henry, (Secretary)*
The Honorable Jean W. Cunningham	Dr. Tamara A. Jones*
Dr. Deborah M. DiCroce	Joan G. Wilmer, (Vice Rector)*
The Honorable James W. Dyke, Jr.	

§23.1-1301 (B) (10) Governing Boards; Powers – Public Access to Information

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 through a variety of methods and posted in compliance with the three-day notice requirement in various locations on campus.

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 are posted as required on the [NSU Board of Visitors Website](#) and the [Commonwealth Calendar Website](#).

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. The presence of the University’s legal representative is requested at all open and closed meetings and in committee meetings. The University Counsel (and/or alternate legal representative) is present at all meetings.

§23.1-1303 (B) (1) Governing Boards; Duties – Bylaws

NSU Board Actions

As required, 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. The Board’s Statement of Governance 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.).”

§23.1-1303 (B) (8) Governing Boards; Duties – Annual Evaluation Meeting with the President of the Institution

NSU Board Actions

The Board of Visitors' [Presidential Evaluation Policy](#), reflects the statutory requirement in the *Code*. This policy details a timeline for conducting the annual meeting with the President and the performance evaluation process.

The Board conducts the evaluation of the President at the Annual Meeting of the Board held in May. The Board deferred the evaluation of Interim President Melvin T. Stith, Sr. since he had only been in office for one hundred and twenty-three (123) days. Positive comments made by the Board regarding Dr. Stith's brief time in office can be found in the [February 22, 2018 Board Retreat minutes](#).

§23.1-1306 Governing Board Executive Committee; Duties

NSU Board Actions

As required by this section of the *Code*, the following documents are in place: 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. On May 4, 2018, the Code of Ethics was revised and renamed to Code of Ethics and Statement of Mutual of Expectations. The current members of Board signed the document. The document was subsequently shared with the three new members of the Board appointed July 1, 2018. All three have signed and returned the document to the Board Liaison.

§23.1-1303 (B) (11) Governing Boards; Duties – Annual Executive Summaries

NSU Board Actions

The Board, in compliance with this section of the *Code*, reviewed and approved the annual executive summary at its December 7, 2018 Board meeting with the provision to incorporate any additional actions taken at the December 7 meeting. This submission of this annual executive summary will be made as required prior to the first day of the regular session of the General Assembly.

Other Board actions during the 2018 calendar year are listed by meeting date.

February 22, 2018 Board of Visitors Retreat

- No actions taken.

February 23, 2018 Board of Visitors Meeting

- Approved the Internal Audit Charter.
- Ratified the actions of the December 7, 2017 Executive Committee.
- Approved the Board of Visitors Meeting Schedule for 2018-19 as follows:
 - Friday, September 14, 2018
 - Friday, December 7, 2018
 - Thursday, February 28, 2019 Board Retreat
 - Friday, March 1, 2019

May 3, 2018 Presidential Search Committee Meeting

[Presidential Search Committee Website](#)

- No actions taken.

May 3, 2018 Special Board of Visitors Meeting

- Approved 18 candidates for promotion and 15 candidates for tenure.
- Approved the Honorary Doctorate of Laws to be presented to Lt. Governor Justin E. Fairfax during the May 5, 2018 Commencement exercises.
- Approved the Dominion Virginia Power Deed of Easement for Right of Way described on Plat Numbered 21-18-0004.

May 4, 2018 Board of Visitors Meeting

- Approved Dr. Lamiaa Youssef as the Faculty Representative to the Board for FY 2018-2019.
- Approved the Board's Budget for fiscal year 2018-2019 at \$50,000.
- Approved the revised Code of Ethics, which was renamed "Code of Ethics and Statement of Mutual Expectations."
- Approved the Academic Freedom Policy.
- Approved the Ph.D. in Computer Science.
- Approved the Tuition, Room and Board Fees for 2018-2019.

- Approved the Operating Budget for 2018-2019.
- Approved the General Obligation Bonds Series 2018A 9(c) for the New Residential Facility.
- Elected Mr. Devon M. Henry as Secretary to the Board effective July 1, 2018.

June 8, 2018 Special Board of Visitors Meeting

- Approved the revised Teaching Faculty Handbook.
- Approved the [2019-2025 Strategic Plan](#) – Forging Onward Toward a New Horizon.
- Approved BOV Policy #29 (2018) Familial Relationships in Employment.

August 10, 2018 Executive Committee Meeting

- The Executive Committee approved, on behalf of the Board of Visitors, the Dominion Energy Virginia Deed of Easement for Right of Way described on Plat Numbered 21-18-0042 and authorized the Rector to execute the Deed of Easement.
- The Executive Committee approved, on behalf of the Board of Visitors, that the university enter into term financing under the Department of Treasury’s Master Equipment Leasing Program (MELP) for the Synthetic Turf & Cushioning System with Storm Drainage System.
- The Executive Committee approved, on behalf of the Board of Visitors, the three addendums to the agreements between the University and the Norfolk State University Foundation, the Norfolk State University Research and Innovation Foundation, and the Athletics Foundation of Norfolk State University. Further, authorized the Rector to make non-substantive changes to the form of the addendums as necessary and to execute the addendums.

September 14, 2018 Board of Visitors Meeting *(meeting rescheduled due to inclement weather)*

September 28, 2018 Board of Visitors Meeting

- Elected Ms. Joan G. Wilmer as Vice Rector effective immediately.
- Approved the 2018 Six-Year Plan Update.
- Approved the 2018-2024 Six-Year Capital Outlay Plan.

- Approved the 2019-2020 Legislative Priorities to include a request for campus IT funding and for Internal Audit Compliance Support.
- Approved the Resolution Expressing Support of Open Education Resources and Directing the Creation of Open Educational Resources Guidelines
- Ratified the actions of the August 10, 2018 Executive Committee.
- Approved the 2018-2019 Audit Plan.
- Approved the Amendments to BOV Policy #18 (2016) Participation in Board of Visitors Meetings in Event of Emergency, Personal Matter, Certain Disabilities; or Distance from Meeting (Option 2).
- Approved BOV Policy #30 (2018) Reporting and Investigating Suspected Wrongdoing.

November 16, 2018 Presidential Search Committee Meeting

[Presidential Search Committee Website](#)

- No actions taken.

December 6, 2018 Presidential Search Committee Meeting

[Presidential Search Committee Website](#)

- No actions taken.

December 7, 2018 Board of Visitors Meeting

- Approved Mr. Tony Brothers for the Honorary Doctorate of Humane Letters to be presented at December 8, 2018 Commencement.
- Approved that the Board waive attorney client privilege for the consultant's report as discussed in the Closed Meeting.
- Approved to reschedule the February 28, 2019 Retreat to a later date to be announced that would include the new president's participation.
- Approved the President's Goals and Objectives for 2018-2019.
- Approved the Draft Annual Executive Summary of the Board's Activity and Work.

- Approved the Resolution Amending Board of Visitors Policy #5 (2015) Title IX: Sexual Violence, Discrimination, Harassment, and Retaliation, including sub-policies #5-01, #5-02, #5-03, and Title IX Handbook for Students and Employees.
- Approved the online Master of Healthcare Administration Degree.
- Approved to officially adopt the Resolution of Appreciation for Dr. Byron L. Cherry, Sr.

§23.1-1304 Governing Boards; Additional Duties; Educational Programs

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 1) state level through the State Council of Higher Education for Virginia (SCHEV); and 2) by the University.

The mandatory orientation conducted by SCHEV for new Board members was held on October 23-24, 2018 in Richmond, Virginia. The following Board members were in attendance:

Ms. Joan G. Wilmer, Vice Rector
Mr. Dwayne B. Blake
The Honorable Jean W. Cunningham
Mr. B. Keith Fulton
Dr. Tamara A. Jones

The Honorable James W. Dyke, Jr. was unable to attend the SCHEV session this year. He has been placed on the list for next year's list of attendees.

Orientations offered by the institution are generally scheduled within 30 days of a Board member's appointment or at the soonest available time. Five of the six new members of the Board received the University's Campus and Board orientation sessions (see Appendix A: Board Activities). The sixth individual will be scheduled for the Board orientation with university counsels as soon as a convenient date and time can be arranged.

An electronic version of the revised "Informational Guide for NSU Board Members" may be found in *BoardEffect* (the Board's electronic meeting portal). New Board members are provided a hardcopy of the Informational Guide during their Board orientation session with university counsels.

Board members may receive additional training through periodic webinars and workshops offered through the Association of Governing Boards for Universities and Colleges.



Conclusion

The Norfolk State University Board of Visitors has demonstrated its compliance with the requirements of *Code of Virginia* §23.1-1303 (B) (11).

Norfolk State University Board of Visitors Activities
January 2018 to December 2018

The following is list of events attended by members of the Board, excluding athletic events.

Tuesday, January 8, 2018 – Virginia Legislative
Black Caucus Reception
Dr. Byron L. Cherry, Sr., Rector
6:00 p.m., Richmond, VA

Wednesday, January 10, 2018 – Commonwealth
Prayer Breakfast
Dr. Byron L. Cherry, Sr., Rector
7:00 a.m., Richmond, VA

Friday, January 19, 2018 – Dr. Melvin T. Stith, Sr.
Joan G. Wilmer and Guest Dr. Nicole Benton
3:40 p.m., Campus

Friday, January 19, 2018 – Fundraising Meeting
with Dr. Deborah Fontaine, Vice President,
University Advancement and Josh Bowerman,
Executive Director, Development
Joan G. Wilmer
4:00 p.m., Campus

Tuesday, January 23, 2018
Dr. Byron L. Cherry, Sr., Rector - Campus meetings
with:
Dr. Melvin T. Stith, Sr., Interim President
President's Cabinet (meeting introduction)
Gerald Hunter, VP, Finance and Administration
Pamela Boston, University Counsel
Dr. Leroy Hamilton, Jr. Interim Provost
Marty Miller, Athletics Director
Dr. Lamiaa Youssef, Faculty Representative to BOV
Lunch with Members of the President's Cabinet

Wednesday, January 24, 2018 – Fundraising
Meeting with Josh Bowerman, Executive Director,
Development
Dr. Deborah M. DiCroce
2:00 p.m., Norfolk, VA

Tuesday, January 30, 2018 – Fundraising
Meeting with Dr. Deborah C. Fontaine, Vice
President, University Advancement and
Crystal Square-Williams, Director, University
Events
Dr. Deborah M. DiCroce
11:00 a.m., Norfolk, VA

Thursday, February 1, 2018 – Luncheon
Meeting with Dr. Melvin T. Stith, Sr.
Kenneth W. Crowder
Noon, Norfolk, VA

Saturday, February 10, 2018
Annual HBCUs College Festival
Gaylord National Resort & Convention Center
National Harbor, MD
Dr. Byron L. Cherry, Sr., Rector

Saturday, February 17, 2018
NSU Alumni Day
Dr. Byron L. Cherry, Sr., Rector
Various activities/times, Campus

Tuesday, February 20, 2018 – Campus
Orientation with Dr. Melvin T. Stith, Sr.
Joan G. Wilmer
3:40 p.m., Campus

Wednesday, February 21, 2018 – Board
Orientation with Rector and University
Counsels
Joan G. Wilmer
1:00 p.m., Campus

Wednesday, February 21, 2018 – Conference
Call with Dr. Melvin T. Stith, Sr., Interim
President and Gerald Hunter, Vice President
for Finance and Administration
Michael J. Helpinstill
3:00 p.m.

Thursday, February 22, 2018 – Board of Visitors
Retreat

8:30 a.m., Campus

[\(see Retreat Minutes\)](#)

Thursday, February 22, 2018 – Fences (Play)

Dr. Byron L. Cherry, Sr., Rector

Corynne S. Arnett

B. Keith Fulton

Joan G. Wilmer

7:00 p.m., Campus

Friday, February 23, 2018 – Committee Meetings
and Board of Visitors Meeting

8:00 a.m., Campus

[\(see Board Minutes\)](#)

Friday, February 23, 2018 – Meet the President's
Reception

Dr. Byron L. Cherry, Sr., Rector

Bryan D. Cuffee, Vice Rector

6:00 p.m., Norfolk, VA

Friday, March 16, 2018 – NSURIF Board Meeting

B. Keith Fulton

1:00 p.m., Campus

Friday, April 6, 2018 – Campus Orientation with

Dr. Melvin T. Stith, Sr.

The Honorable James W. Dyke, Jr.

1:00 p.m., Richmond, VA

Thursday, April 12, 2018 – Phone Appointment
with Gerald Hunter, Vice President for Finance and
Administration

Michael J. Helpinstill

4:00 p.m.

Friday, April 13, 2018 – Fundraising Meeting with
Josh Bowerman, Executive Director, Development

Devon M. Henry

12:00 p.m., Hampton, VA

Monday, April 23, 2018, Cybersecurity

Complex Ribbon-Cutting Ceremony with The
Honorable Ralph Northam

Kenneth W. Crowder

B. Keith Fulton

1:00 p.m., Campus

Thursday, May 3, 2018 – Presidential Search
Committee Meeting

10:00 a.m., Campus

[\(see Meeting minutes\)](#)

Thursday, May 3, 2018 – Special Board of
Visitors Meeting

1:00 p.m., Campus

[\(see Meeting minutes\)](#)

Friday, May 4, 2018 – Committee Meetings
and Board of Visitors Meeting

8:00 a.m., Campus

[\(see Meeting minutes\)](#)

Friday, May 4, 2018 – Distinguished Alumni
Dinner

Dr. Byron L. Cherry, Sr., Rector

Bryan D. Cuffee, Secretary

Devon M. Henry

Joan G. Wilmer

6:00 p.m., Campus

Saturday, May 5, 2018 - Pre-Commencement
Breakfast and Commencement

Dr. Byron L. Cherry, Sr., Rector

Elwood B. Boone, III, Secretary

Bryan D. Cuffee, Vice Rector

Corynne S. Arnett

Kenneth W. Crowder

The Honorable James W. Dyke, Jr.

B. Keith Fulton

Devon M. Henry

Larry A. Griffith

Joan G. Wilmer

7:00 a.m. and 9:00 a.m., Campus

Appendix A: Board Activities
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Tuesday, May 15, 2018, Phone Appointment with
Dr. Leroy Hamilton, Jr., Interim Provost
B. Keith Fulton
9:00 a.m.

Wednesday, May 16, 2018 – Phone Appointment
with Dr. Melvin T. Stith, Sr.
Joan G. Wilmer
Noon

Thursday, June 7, 2018 – Campus Orientation with
Counselors
The Honorable James W. Dyke, Jr.
4:00 p.m., Campus

Friday, June 8, 2018 – Campus Orientation with
Rector
The Honorable James W. Dyke, Jr.
8:00 a.m., Campus

Friday, June 8, 2018 – Special Board of Visitors
Meeting
9:00 a.m., Campus
[\(see Meeting minutes\)](#)

Friday, June 8, 2018 – Meeting with Dr. Juan
Alexander, Executive Director, Admissions
Joan G. Wilmer
Approximately 12:40 p.m., Campus

Friday, June 8, 2018 – President’s Introductory
Reception
Dr. Byron L. Cherry, Sr., Rector
Larry A. Griffith
7:00 p.m., Washington, DC

Friday, June 15, 2018 – NSURIF Board Meeting
B. Keith Fulton
1:00 p.m., Campus

Monday, June 18, 2018 – Luncheon Meeting with
Dr. Melvin T. Stith, Sr.
Kenneth W. Crowder
Noon, Campus

Monday, July 16, 2018 - Presidential Search
Committee Listening Session
B. Keith Fulton
2:00 p.m., Campus

Monday, July 16, 2018 - Presidential Search
Committee Listening Session
Dwayne B. Blake
6:00 p.m., Campus

Monday, July 16, 2018 - Presidential Search
Committee Listening Session
Dwayne B. Blake
8:00 p.m., Campus

Tuesday, July 17, 2018 - Presidential Search
Committee Listening Session
Dwayne B. Blake
10:00 a.m., Campus

Tuesday, July 17, 2018 – Audit Committee
Meeting
3:00 p.m., Campus
[\(see Committee minutes\)](#)

Friday, July 20, 2018 – Groundbreaking for
New Residential Life Complex
Devon M. Henry, Secretary
9:00 a.m., Campus

Friday, July 27, 2018 – Campus Orientation
with Dr. Melvin T. Stith, Sr.
Dr. Tamara A. Jones
5:30 p.m., Charlotte, NC

Friday, July 27, 2018 – NSUAA Annual
Leadership Conference and President’s
Introductory Reception
Dr. Tamara A. Jones
Various times, Charlotte, NC

Thursday, August 2, 2018 – Conference Call with
Dr. Melvin T. Stith, Sr., Interim President and
Gerald Hunter, Vice President for Finance and
Administration
Michael J. Helpinstill
11:00 a.m.

Wednesday, August 8, 2018 – Campus Orientation
with Dr. Melvin T. Stith, Sr.,
Dwayne B. Blake
11:45 a.m., Hampton, VA

Thursday, August 9, 2018 – Presidential Search
Committee Listening Session
Larry A. Griffith, Moderator
Joan G. Wilmer, Moderator
6:30 p.m., Northern VA/Washington, DC

Friday, August 10, 2018 - Executive Committee
Meeting
10:30 a.m., Campus
[\(see Committee minutes\)](#)

Friday, August 10, 2018 - Presidential Search
Committee Listening Session
Kenneth W. Crowder, Moderator
12:00 p.m., Campus

Friday, August 10, 2018, Phone Appointment with
Dr. Leroy Hamilton, Jr., Interim Provost
B. Keith Fulton
2:00 p.m.

Wednesday, August 22, 2018 – Audit Committee
Meeting
11:00 a.m., Campus
[\(see Committee minutes\)](#)

Thursday, August 30, 2018 – Phone Appointment
with Dr. Melvin T. Stith, Sr., Interim President
Joan G. Wilmer
8:30 a.m.

Thursday, August 30, 2018 – Phone
Appointment with Dr. Melvin T. Stith, Sr.
The Honorable James W. Dyke, Jr.
2:00 p.m.

Monday, September 10, 2018 – Campus
Orientation with Dr. Melvin T. Stith, Sr.
The Honorable Jean W. Cunningham
1:00 p.m., Richmond, VA

*The following meetings were canceled due to
inclement weather – Hurricane Florence*

*Thursday, September 13, 2018 – NSU
Foundation Board Meeting*

*Thursday-Friday, September 13-14, 2018 -
Presidential Search Committee Listening
Sessions*

*Friday, September 14, 2018 – Committee
Meetings and Board of Visitors Meeting*

September 20, 2018 – NSU Founders Day
Freshman Convocation Program
Kenneth W. Crowder (Remarks)
10:00 a.m., Campus

Friday, September 27, 2018 – Campus
Orientation with Counsels
Dr. Tamara A. Jones
3:00 p.m., Campus

Friday, September 28, 2018 – Board of Visitors
Meeting
8:00 a.m., Campus
[\(see Board minutes\)](#)

Friday, September 28, 2018 – Campus
Orientation with Counsels
The Honorable Jean W. Cunningham
1:30 p.m., Campus

Friday, September 28, 2018 - Presidential
Search Committee Listening Session
Joan G. Wilmer, Vice Rector
2:00 p.m., Campus

Appendix A: Board Activities
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Monday, October 8, 2018 – Dinner Meeting with
Dr. Melvin T. Stith, Sr., Interim President
Kenneth W. Crowder
The Honorable Lionell Spruill
7:00 p.m., Chesapeake, VA

Saturday, October 20, 2018 – Homecoming Parade
Dr. Byron L. Cherry, Sr., Rector
8:00 a.m., Campus

Saturday, October 20, 2018 – Homecoming Brunch
Dr. Byron L. Cherry, Sr., Rector
Joan G. Wilmer, Vice Rector
The Honorable James W. Dyke, Jr.
11:30 a.m., Campus

Tuesday and Wednesday, October 23-24, 2018 –
SCHEV Boards of Visitors Orientation
Joan G. Wilmer, Vice Rector
Dwayne B. Blake
The Honorable Jean W. Cunningham
B. Keith Fulton
Dr. Tamara A. Jones
3:30 – 7:30 p.m. and 7:30 a.m. – 4:00 p.m.,
Richmond, VA

Monday, November 5, 2018 – NSURIF Board
Meeting
B. Keith Fulton (*via conference call*)
1:00 p.m., Campus

Thursday, November 8, 2018 – Fundraising
Meeting with Josh Bowerman, Assistant Vice
President, Development
Dr. Tamara A. Jones
7:00 p.m., Charlotte, NC

Friday, November 16, 2018 – BOV/NSUF Liaison
Committee Meeting
1:30 p.m., Campus
[\(see Committee minutes\)](#)

Tuesday, November 20, 2018 – Phone
Appointment with Dr. Leroy Hamilton, Jr., Interim
Provost
B. Keith Fulton
1:00 p.m.

Tuesday, November 20, 2018 – Phone
Appointment with Gerald Hunter, Vice
President for Finance and Administration
Michael J. Helpinstill
3:00 p.m.

Wednesday, November 28, 2018 – Meeting
with Dr. Deborah Fontaine, Vice President for
University Advancement
Kenneth W. Crowder
3:00 p.m., Campus

Thursday, December 6, 2018 – Meeting with
Dr. Melvin T. Stith, Sr.
Joan G. Wilmer, Vice Rector
10:00 a.m., Campus

Thursday, December 6, 2018 – Presidential
Search Committee Meeting
12:00 p.m., Campus
[\(see Committee Minutes\)](#)

Friday, December 7, 2018 – Committee
Meetings and Board of Visitor Meetings
8:00 a.m., Campus
[\(see Board Minutes\)](#)

Saturday, December 8, 2018 –
Pre-Commencement Breakfast and
Commencement
Dr. Byron L. Cherry, Sr., Rector
Joan G. Wilmer, Vice Rector
Devon M. Henry, Secretary
Dwayne B. Blake
Dr. Tamara A. Jones
7:15 a.m. and 9:00 a.m., Campus

Tuesday, December 11, 2018 – Phone
Appointment with Dr. Melvin T. Stith, Sr.,
Interim President
Joan G. Wilmer, Interim Rector
6:00 p.m.

Appendix A: Board Activities
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Thursday, December 13, 2018 – NSU Foundation
Board Meeting
10:00 a.m., Campus
Devon M. Henry, Secretary (*via conference call*)

Tuesday, December 18, 2018
Ad-Hoc Board Policies Committee Meeting
3:00 p.m., Richmond, VA
[\(see Committee minutes\)](#)