

**VIRGINIA STATE UNIVERSITY BOARD OF VISITORS**  
**BOARD MEETING MINUTES**  
**THURSDAY, NOVEMBER 16, 2017**

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

**CALL TO ORDER**

Mr. Harry Black, Rector, called the meeting of the Virginia State University (VSU) Board of Visitors (Board) to order in Salon A of the Gateway Dining and Event Center at 10:00 a.m.

**ROLL CALL**

A quorum was present.

*Board Members Present:*

Mr. Harry Black, Rector  
Mr. Huron F. Winstead, Vice Rector  
Ms. Thursa Crittenden, Secretary  
Ms. Pamela A. Currey (*absent*)  
Dr. Daryl C. Dance  
Mr. Michael Flemming  
Mr. Charlie W. Hill  
Dr. Alma C. Hobbs  
Ms. Jennifer Hunter (*absent*)  
Mr. Paul Koonce  
Mr. Xavier Richardson  
Mr. Glenn Sessoms  
Mr. James J.L. Stegmaier  
Mr. Wayne Turnage (*absent*)  
Mr. Gregory Whirley  
Dr. James Norman, Faculty Representative to the Board  
Mr. Cody Mitchell, Student Representative to the Board

*Administration Present:*

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

*Legal Counsel Present:*

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

*Other Attendees:*

Rev. Delano Douglas, Director, Campus Ministries  
Paula McCapes, President, Staff Senate  
Travis Edmonds, Information Technology  
Danette Johnson, President's Office  
Janet Duggar, Office of Conference Services  
April Edwards, Institutional Advancement  
Tia Minnis, Associate Vice Provost  
Emmanuel Omojokun, Reginald Lewis College of Business  
Jamel Hodges, Division of Student Success & Engagement  
Sabin Duncan, Division of Student Success & Engagement/ACE  
Stephen Wilson, Institutional Advancement  
Durba Chatterjee, Institutional Advancement  
Daniel Fritz, Athletic Department  
Kawachi Clemons, Office of the Provost  
Adrian Bond, Institutional Advancement  
Len Sanderson, Sanderson Strategies Group  
Gail Adams, Sanderson Strategies Group  
D. Michaels, Sanderson Strategies Group

**OPENING REMARKS**

Rector Black invited Reverend Delano Douglas, Director of Campus Ministries, to lead the invocation.

**RECTOR'S REMARKS**

The Rector had no remarks.

**PRESIDENT'S REMARKS**

President Abdullah gave updates on the University key performance indicators (KPIs) identified for his six areas of focus. President Abdullah also shared updates about two October 2017 campus incidents along with the campus safety and security measures taken by the University. The President introduced the Men's Cross Country Team which won the 2017 CIAA Championship. The Board and gallery expressed appreciation to the team for a job well done.

**COMMITTEE SESSIONS**

The Rector adjourned the meeting of the Full Board to allow for board committee meetings with the Board functioning as a committee of the whole.

**Facilities, Finance and Audit Committee**

*(Committee Members Present: Flemming, Hill, Koonce, Stegmaier, Winstead, Whirley, Black)*

Mr. Michael Flemming, Committee Chair, convened the Facilities, Finance, and Audit Committee. Mr. Kevin Davenport presented the Budget to Actual Report as of September 30, 2017. Mr. Flemming indicated that the Finance staff will implement recommendations of the Committee and present a new format for financial statements by the next Board meeting. Mr. Davenport indicated that the Revised Textbook Adoption/Sales and Bookstore Policy is under review by Legal Counsel and will be presented at the next Board meeting.

Hubert Harris gave an update on the Level II application. Mr. Harris also gave an update on Information Technology projects such as network infrastructure, identity management, bandwidth overutilization, and WPA2 encryption vulnerability.

Mr. Harris introduced Ms. Sheila Alves as the new Internal Chief Audit Executive. Ms. Alves shared the *100 Day Plan for Internal Audit* which included meetings with audit stakeholders, review of prior audits, review/discussion of outstanding issues, conducting risk assessment for VSU, developing internal audit plan, updating the internal audit charter, and developing a staffing plan.

**Academic and Student Affairs Committee**

*(Committee Members Present: Dance, Hill, Hobbs, Richardson, Whirley, Norman, Mitchell, Black)*

Dr. Alma Hobbs, Committee Chair, convened the Academic and Student Affairs Committee. Mr. Hubert Harris presented updates on public safety. The updates included campus crime statistics, retention of officers, and the plan to recruit new officers and staff. Mr. Harris also presented a resolution for the Re-affirmation of the Weapons on Campus Regulation. The University established the regulation in 2011. The re-affirmation of the regulation is in response to a change in the code number/section within the *Code of Virginia*.

Dr. Letizia Gambrell-Boone shared updates on retention and spring registration along with a glimpse of the success and engagement experience. Dr. Gambrell-Boone also shared division successes such as the Academic Weekend, Homecoming celebration, and a Halloween event for community children led by VSU Students. Engagement opportunities included town hall meetings with students, faculty and staff about campus safety, diversity and inclusion initiatives, and methods used to collaborate with the Division of Academic Affairs.

Dr. Donald Palm presented information on the next steps for the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) re-affirmation process, immediate areas of focus in the VSU self-assessment, and the Quality Enhancement Plan. Dr. Palm also presented information on the VSU strategic planning plan and timeline.

**Personnel and Compensation Committee**

*(Committee Members Present: Crittenden, Sessoms, Stegmaier, Winstead, Black)*

Mr. Glenn Sessoms, Committee Chair, convened the Personnel and Compensation Committee. Mr. Hubert Harris presented updates on the EASE (Elevating VSU by Building a Better U) Project. The expected outcomes of the EASE project are to (1) elevate VSU's vision and values, (2) align the University structure to support our academic mission, (3) simplify processes to enhance VSU's level of service to its employees and students, and (4) enable and empower our workforce to affect positive change. The EASE project's goals are to (1) realign organizational structure to meet JLARC span of control requirements (university-wide) through systematic restructuring, (2) address customer services issues in Business & Support units, and (3) develop and retain human capital.

Discussion followed regarding the reorganization of the Human Resources Department and the benefits of the new structure. Mr. Harris also provided an update on hiring staff within Human Resources.

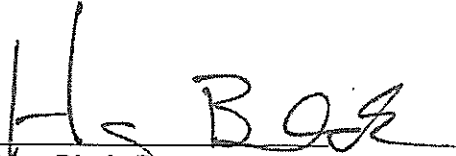
**Institutional Advancement Committee**

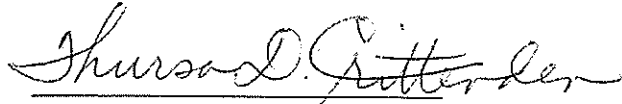
*(Committee Members Present: Crittenden, Hobbs, Koonce, Richardson, Flemming, Sessoms, Black)*

Mr. Xavier Richardson, Committee Vice Chair, convened the Institutional Advancement Committee. Dr. G. Dale Wesson presented updates from the Division of Research and Economic Development, and Mr. Osubi Craig presented updates from Government Relations. Ms. Reshunda Mahone shared updates from the Office of Institutional Advancement regarding staffing, fiscal year 2018 progress, and a Homecoming 2017 Recap. Ms. Mahone also presented opportunities of excellence for networking and fundraising.

**ADJOURNMENT**

There being no further business, the Rector adjourned the meeting at approximately 3:30 p.m.

  
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Harry Black, Rector

  
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Thursa D. Crittenden, Secretary

1.19.18  
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