

OLD DOMINION UNIVERSITY
BOARD OF VISITORS
ADMINISTRATION AND FINANCE COMMITTEE
June 14, 2018

MINUTES

The Administration and Finance Committee of the Board of Visitors of Old Dominion University met on Thursday, June 16, 2018, at 11:00 a.m. in Committee Room B of the Broderick Dining Commons on the Norfolk campus. Present from the Board were:

Robert M. Tata, Chair
Larry R. Hill, Vice Chair
Carlton Bennett (*ex-officio*)
Yvonne T. Allmond
Kay A. Kemper
Pamela C. Kirk
Donna L. Scassera
Lisa B. Smith (*ex-officio*)

Also present were:

Bruce Aird	Maggie Libby
Michael Brady	Donna Meeks
Leigh Comsudis	Earl Nance
Gregory DuBois	David Robichaud
Dale Feltes	September Sanderlin
Giovanna Genard	Jean Sleeman
Rhonda Harris	Deborah Swiecinski
Scott Harrison	Rusty Waterfield
Etta Henry	

The Chair called the meeting to order at 11:04 a.m.

I. ACTION ITEM

- A. **Approval of Minutes** – Mr. Mugler moved to approve the minutes of the April 26, 2018 meeting. Ms. Kirk seconded the motion and the minutes were unanimously approved by all members present and voting. (*Allmond, Bennett, Hill, Kemper, Kirk, Scassera, Smith*)

II. PRESENTATIONS

- A. **Architectural Design Standards** – Ms. Jean Kennedy Sleeman, University Architect, briefed the Committee on the University’s first set of design standards for facility construction and renovation. She informed the Committee that the University created the position of University Architect, in part, to codify, implement, maintain and enforce campus design standards. She said that these standards are primarily intended as a tool for the University to communicate aesthetic, procedural and technical requirements to architects, engineers and general contractors that execute projects on campus and is a living document. Ms. Sleeman then briefed the Committee on the standards’ contents, as well as the procedures used to develop and test them over the last 18 months. She added that the aesthetic section of the standards focuses on new construction at Old Dominion University.

Mr. Mugler said this is a major issue for Ms. Kirk and himself and these Standards look good. He asked Ms. Sleeman of the institutions surveyed, how many of them had Board of Visitor Committees for construction and design of campus buildings? He noted that at Virginia Tech, there is a standing Committee. Ms. Sleeman said it varies across institutions; she will look into what other institutions have and report back to this Committee.

Ms. Kirk said this is a great first step and she is excited to see the standards finalized. She suggests a Board of Visitors member sit on the Design Standards Committee for transparency and interaction.

Vice President DuBois noted at his previous institution there was a committee for their board, but it takes more time than allowed for Old Dominion’s committee meetings.

Ms. Kirk said she would hate for this not to be done because there is not enough time for the meeting.

Mr. Mugler added that in years past, Old Dominion’s Board meetings were two days. He suggested that two meetings of the year should be one and a half day meetings, and the other two meetings remain one day meetings.

Ms. Kemper said other institutions take board around to see new facilities, but they make time to do so after board meetings. Adding that she would like to see that done here as well.

Ms. Scassera said she thought the Engineering Systems Building was supposed to be three stories high; however, due to budget restraints the building had to be built with two floors. So a committee like that would be helpful.

Mr. Tata said this is a great first step, but it seems the guidelines followed have separate buildings not connected, there doesn’t appear to be a theme on this campus. If you go on other campuses, there is a theme, but Old Dominion University don’t have a theme. Ms. Sleeman responded that ODU is more contemporary. They do control the architects on designs to make sure it works on this campus. Ms. Sleeman added that the Chemistry Building is one that she has had the most control over.

- B. Vice President's Report** – Vice President DuBois said that since the budget plan was discussed in the joint morning meeting, he is going to yield his time to the standing reports, so others have time to give their presentations.

III. STANDING REPORTS

- A. Investment Report** – Ms. Maggie Libby, Associate Vice President for Advancement/Foundations, briefed the Committee on the current Investment Report.
- B. Public Safety Update** – Ms. Rhonda Harris, Assistant Vice President for Public Safety and Police Chief, provided the updates to the Committee on Public Safety.
- C. Capital Outlay Projects Status Report** – Mr. David Robichaud, Assistant Director of Design and Construction, reviewed the capital projects on campus.

There being no further business, the meeting was adjourned at 11:53 a.m.