

# AGENDA



Old Dominion University  
Board of Visitors  
June 8, 2017



**BOARD OF VISITORS  
OLD DOMINION UNIVERSITY  
Thursday, June 8, 2017, 9:00 a.m.  
Kate and John R. Broderick Dining Commons**

**AGENDA**

- I. Call to Order  
*Carlton Bennett, Rector*
  
- II. Online Virginia Network  
*Ellen Neufeldt, Vice President for Student Engagement & Enrollment Services*
  
- III. Recess for Standing Committees  
*Carlton Bennett, Rector*
  
- IV. Reconvene  
*Carlton Bennett, Rector*
  
- V. Approval of Minutes – April 27, 2017 Meeting  
*Carlton Bennett, Rector*
  
- VI. Rector’s Report  
*Carlton Bennett, Rector*
  
- VII. President's Report  
*John R. Broderick, President*
  
- VIII. Reports of Standing Committees
  - A. Audit Committee  
*Fred Whyte, Chair*
  
  - B. Academic and Research Advancement Committee





University of Virginia in 1970 and a Ph.D. in physical chemistry at Yale University in 1974. While at Yale, however, a course in biochemistry sparked his interest in the molecules that hold the blueprint for life: DNA and RNA. Collins recognized that a revolution was on the horizon in molecular biology and genetics. He changed fields and enrolled in medical school at the University of North Carolina, where he earned an M.D. in 1977.

From 1978 to 1981, Collins served a residency and chief residency in internal medicine at North Carolina Memorial Hospital in Chapel Hill. He then returned to Yale, where he was named a fellow in human genetics at the medical school from 1981 to 1984. During that time, he developed innovative methods of crossing large stretches of DNA to identify disease genes.

After joining the University of Michigan in 1984 in a position that would eventually lead to a professorship of internal medicine and human genetics, Collins heightened his reputation as a relentless gene hunter. The gene-hunting approach, which he named "positional cloning," has developed into a powerful component of modern molecular genetics.

In contrast to previous methods for finding genes, positional cloning enabled scientists to identify disease genes without knowing in advance what the functional abnormality underlying the disease might be. Collins' team, together with collaborators, applied the new approach in 1989 in their successful quest for the long-sought gene responsible for cystic fibrosis. Other major discoveries soon followed, including isolation of the genes for Huntington's disease, neurofibromatosis, multiple endocrine neoplasia type 1, and the M4 type of adult acute leukemia.

In addition to his long list of contributions to basic genetic research and scientific leadership, Collins is known for his close attention to ethical and legal issues in genetics. He is a strong advocate for protecting the privacy of genetic information and has served as a national leader in efforts to prohibit gene-based insurance discrimination. Building on his own experiences as a physician volunteer in a rural missionary hospital in Nigeria, Collins is also very interested in opening avenues for genome research to benefit the health of people living in developing nations.

Dr. Collins' accomplishments have been recognized by numerous awards and honors, including election to the Institute of Medicine and the National Academy of Sciences. On Nov. 5, 2007, he received the Presidential Medal of Freedom, the nation's highest civil award, for his revolutionary contributions to genetic research. He also received the National Medal of Science in 2009.

## **Ambassador Reuben E. Brigety II**

### Background

Ambassador Reuben E. Brigety, II currently serves as the Dean of the Elliott School of International Affairs at George Washington University. Prior to accepting this position, he served as the appointed Representative of the United States of America to the African Union and Permanent Representative of the United States to the UN Economic Commission for Africa. Prior to this appointment, Ambassador Brigety served as Deputy Assistant Secretary of State in the Bureau of African Affairs from November 14, 2011 until September 3, 2013 with responsibility for Southern African and Regional Security Affairs.







my judgment that Dr. Ayers easily meets the standards for tenure at the rank of Associate Professor in the Department of Educational Foundations and Leadership at Old Dominion University.

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[Return to Top](#)

**APPOINTMENT OF FACULTY MEMBER WITH TENURE**

[Return to Top](#)

judgment that Dr. Sandstrom easily meets the standards for tenure at the rank of Full Professor in the Department of Sociology and Criminal Justice at Old Dominion University.

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**APPOINTMENT OF FACULTY MEMBER WITH TENURE**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the appointment of Dr. Lisa E. Wallace as Associate Professor of Biological Sciences with the award of tenure in the Department of Biological Sciences in the College of Sciences, effective July 25, 2017.

Salary: \$89,000 for 10 months  
Rank: Associate Professor of Biological Sciences (Designated as the J. Robert Stiffler Distinguished Professor in Botany)

The following contains my recommendation for the initial appointment with tenure of Dr. Lisa E. Wallace as Associate Professor in the Department of Biological Sciences in the College of Sciences. Dr. Wallace received a B.S. in Biology with a minor in Psychology (1994) and an M.A. in Biology (1997) from the College of William and Mary, Williamsburg, Virginia, and a Ph.D. in Evolution, Ecology, and Organismal Biology (2002) from The Ohio State University, Columbus, Ohio. She was a Research Assistant Professor (2004-2006) at the University of South Dakota, Vermillion, South Dakota, and an Assistant Professor (2006-2012) in the Department of Biological Sciences at Mississippi State University, Starkville, Mississippi, before she was awarded tenure and promoted to the rank of Associate Professor (2012-present) at the same institution.

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<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Teresa Kouri Assistant Professor of Philosophy and Religious Studies (Tenure Track)	\$55,000	7/25/17	10 mos

Dr. Kouri received a Ph.D. in Philosophy from The Ohio State University, an M.A. in Philosophy from the University of Calgary and a B.A. in Mathematics and Philosophy from Queen's University. Previously she was a Lecturer in the Department of Philosophy at The Ohio State University.

Ms. Caitlin Lynch Lecturer of Sociology and Criminal Justice	\$47,000	7/25/17	10 mos
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Ms. Lynch received an M.S. in Criminology from California State University, a B.A. in Sociology from the University of California, Santa Barbara and is expected to receive a Ph.D. in Criminology and Criminal Justice from Old Dominion University. Previously she was an Instructor in the Department of Sociology and Criminal Justice at Old Dominion University.

Dr. Kalpana Mahadevan Lecturer of Chemistry and Biochemistry	\$47,000	7/25/17	10 mos
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Dr. Mahadevan received a Ph.D. in Organic Chemistry and an M.Sc. in Chemistry from the Indian Institute of Technology, India and a B.Sc. in Chemistry from Stella Maris College (Autonomous), University of Madras, India. Previously she was a Lecturer in the Department of Chemistry and Biochemistry at Old Dominion University.

Mr. Philip J. Mann Lecturer of Sociology and Criminal Justice	\$50,000	7/25/17	10 mos
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Mr. Mann received a J.D. from DePaul College of Law and a B.A. in History from the University of Illinois. Previously he was an Adjunct Professor in the Department of Sociology and Criminal Justice at Old Dominion University. (new position)

Ms. Minoi Marken Lecturer of World Languages and Cultures	\$45,000	7/25/17	10 mos
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Ms. Marken received an M.A. in Language Education from Indiana University and a B.A. in Secondary Education from Shizuoka University. Previously she was a Lecturer of World Languages and Cultures at Old Dominion University.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Ms. Lucinda A. Rush Instruction Librarian and Librarian II	\$60,000	5/10/17	12 mos

Ms. Rush received a Master of Library and Information Science from the University of South Carolina, a Master of Music Education from Shenandoah University and a Bachelor of Music from Longwood College. Previously she was an Education Reference Librarian at Old Dominion University.

Ms. Katherine Iacono Thompson Visiting Assistant Professor of Communication and Theatre Arts	\$55,000	7/25/17	10 mos
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Ms. Thompson received an M.Sc. in Dance Science from Trinity Laban, London and an M.F.A. in Dance Choreography and a B.A. in Dance from the University of Maryland. Previously she was an Adjunct Assistant Professor in the Department of Communication and Theatre Arts at Old Dominion University.

Dr. Jay K. Walker Assistant Professor of Economics (Tenure Track)	\$120,000	7/25/17	10 mos
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Dr. Walker received a Ph.D. in Economics from the University of Memphis, an M.B.A. from the University of Mississippi and a B.S. in Economics and Finance from Arkansas Tech University. Previously he was an Assistant Professor of Economics at Niagara University. (Salary includes \$25,000 for participation in the Center for Economic Analysis and Policy)

Ms. Amy L. Yaroch-Meeker Lecturer of Nursing	\$64,890	7/25/17	10 mos
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Ms. Yaroch-Meeker received a Master of Science in Nursing Education from Walden University and a Bachelor of Science in Nursing from Old Dominion University. Previously she was a Lecturer of Nursing at Old Dominion University.

Mr. Weize Yu Instructor of Electrical and Computer Engineering (Tenure Track )	\$86,000	7/25/17	10 mos
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Mr. Yu received an M.S. in Microelectronics from the University of Chinese Academy of Sciences, a B.S. in Microelectronics from the University of Electronic Science and Technology of China and is expected to receive a Ph.D. in Electrical Engineering from the University of South Florida. Previously he was a Lab Instructor and Research Assistant at Virginia Polytechnic Institute and State University. (Rank will be Assistant Professor if all requirements for the Ph.D. degree are completed by August 1, 2017.)

## ADMINISTRATIVE FACULTY APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the following administrative faculty appointments.

<u>Name and Rank</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Term</u>
Dr. Gail Dodge Dean of the College of Sciences and Professor of Physics	\$225,000	5/25/17	12 mos

Gail Dodge received a Ph.D. and an M.S. in physics from Stanford University and a B.A. in Physics from Princeton University. She joined the Physics Department at Old Dominion University in 1995. Dr. Dodge served as chair of the Physics Department from 2005 to 2011, establishing the Center for Accelerator Science. She was one of the co-founders of the Physics Learning Center, where students can drop in for tutoring help. She was honored in 2015 with the SCHEV Outstanding Faculty Award, given to faculty who exemplify the highest standards of teaching, research and service. She was also the recipient of the Gene. W. Hirschfeld Faculty Excellence Award from ODU in 2012 and the Francis Slack Award from the Southeastern Section of the American Physical Society in 2013.

From 2012 to 2014, Dr. Dodge served a two-year term as a visiting scientist and program manager at the National Science Foundation in Arlington, Virginia. There she was responsible for the \$17 million experimental nuclear physics program, including coordination with the Office of Nuclear Physics at the Department of Energy. Prior to working at NSF she served as a member of the Nuclear Science Advisory Committee, which advises DOE and NSF on priorities for nuclear science funding in the United States.

Dr. Dodge's research is in experimental nuclear physics. She is Principal Investigator or Co-PI of more than \$13M in grants and contracts and co-author on 135 refereed papers with more than 83pn0



## EMERITA APPOINTMENTS

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the granting of the title of emerita to the following faculty members and faculty administrators/faculty professionals. A summary of their accomplishments is included.

<u>Name and Rank</u>	<u>Effective Date</u>
Suzanne Doviak Senior Lecturer Emerita of Mathematics and Statistics	June 1, 2017
Deborah Polca Senior Associate Athletic Director Emerita	July 1, 2017

### SUZANNE DOVIK

Suzanne Doviak received an M.A. degree in Economics from Old Dominion University. She also took several advanced courses in the Darden College of Education at Old Dominion University.

Doviak joined Old Dominion University as Instructor of Economics in 1980. She taught economics until 1988 when she moved to the Department of Mathematics and Statistics as Instructor. She was promoted to Lecturer in 1999 and to Senior Lecturer in 2009. While at the Department of Mathematics and Statistics, she taught numerous mathematics courses ranging from College Algebra to Number Systems and Discrete Mathematics. Doviak served for many years as the key faculty member in the department who oversaw students in the Interdisciplinary Studies Teacher Preparation program. Her enthusiasm for teaching moved a generation of students to choose careers in teaching mathematics. Doviak received a number of grants involving increasing content knowledge in mathematics and science for in-service teachers. She also worked with many campus groups to provide remedial instruction in mathematics, including a number of courses taught to incoming Engineering Management students.

In addition to her teaching, Doviak was very active in service activities. She served on numerous committees at the department as well as the University level. She served on the Interdepartmental Relations Committee, chaired the Ad-hoc Committee on Attendance, served as a coordinator for LADDERS, a program aimed at helping students on probation, and also served on NCATE, an Education re-accreditation committee. Doviak also served on the Board of the University Women's Caucus for many years.

## DEBORAH POLCA

Deborah Polca, Senior Associate Athletic Director/Senior Women's Administrator, received a B.S degree in Education from Slippery Rock University and a Master's in Education with an emphasis in Sports Administration from Ohio University. Prior to joining Old Dominion, she held teaching, coaching and athletic administration positions at Villa Marie Academy, the University of Bridgeport, Saint Francis University, and Eastern Illinois University. Polca was named to the Saint Francis University Athletic Hall of Fame as an Athletic Administrator. While at Eastern Illinois, she was named to the NCAA Division I Women's Basketball Committee, which is responsible for selecting and seeding teams for the National Women's Basketball Tournament, and served a four-year term.

Polca joined Old Dominion University in 2004. She initially supervised as many as 12 sports as well as support staff in Athletic Training and Academics in any given year. With the decision to add football to ODU's intercollegiate sports, she was part of the planning for restructuring and adding to the department an additional women's sport, NCAA Varsity Rowing. Polca was named to the NCAA Division I Wrestling Committee, which is responsible for seeding and selections to the National Tournament, and served a four-year term. This appointment made her the first female to be named to the Division I wrestling committee.

Polca was involved in the restructuring of the Athletic Department to assist with managing the increase in the number of student-athletes housed and joining a new conference. She was tasked with finding new conferences for varsity sport programs that Conference USA did not sponsor. Those programs were Field Hockey (Big East), Wrestling (Mid-American Conference), Women's Rowing (Big 12), Women's Lacrosse (Atlantic Sun), Men's Swimming and Dive (Atlantic Sun), and the core conference (Conference USA) for the rest of the sports. In all of her positions, Polca was involved with conference affiliations and subcommittees and oversight for post-season participation.

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## **APPROVAL OF PROPOSED REVISIONS TO THE POLICY ON ACADEMIC RANK AND CRITERIA FOR RANKS**

RESOLVED, that upon the recommendation of the Academic and Research Advancement Committee, the Board of Visitors approves the proposed revisions to the Policy on Academic Rank and Criteria for Ranks, effective July 1, 2017.

Rationale: The proposed revisions establish additional non-tenure track faculty ranks, specifically clinical professor, clinical associate professor, and clinical assistant professor. Faculty members must have a terminal degree in order to be eligible for these clinical ranks. The primary focus of these ranks is scholarship associated with professional practice expertise and service. Faculty members in these positions will devote most of their time to clinical teaching, supervision and service.

The additional clinical faculty ranks will assist with the recruitment of doctoral-educated individuals who would not otherwise consider non-tenure track lecturer appointments, but who are needed to meet SACSCOC and discipline-related educational requirements specific to faculty credentials for graduate-level teaching. The additional ranks will also incentivize faculty by providing additional career advancement opportunities within the non-tenure rankings for those with a terminal degree who focus their positions within clinical supervision, administration, or instruction.

In addition to the establishment of the clinical faculty ranks, the policy has been revised to state that no more than 35% of the faculty can be in non-tenure track faculty positions and that no specific college should employ more than half of its faculty in non-tenure track positions.

**NUMBER:** 1410

**TITLE:** Academic Rank and Criteria for Ranks

**APPROVED:** June 12, 1980; Revised February 24, 1984; Revised June 20, 1985; Revised December 13, 1988; Revised September 27, 1990; Revised March 11, 1991; Revised April 9, 1992; Revised April 8, 1993; Revised April 10, 1997; Revised April 9, 1998; Revised December 10, 1998; Revised April 12, 2001; Revised December 14, 2001; Revised April 12, 2002; Revised June 14, 2002; Revised December 12, 2003; Revised September 22, 2006; Revised June 15, 2007; Revised December 7, 2007; Revised September 17, 2009; Revised April 8, 2010; Revised April 4, 2012 (eff. 5/1/12); Revised December 6, 2012 (eff. 1/1/13); Revised September 26, 2013; Revised September 18, 2014; Revised June 9, 2016 (eff. 7/1/16)

- I. Board of Visitors Policy and Criteria for Academic Rank (Tenure-track Faculty)
  - A. Full-time faculty members holding the following academic ranks are eligible to be considered for tenure after a suitable probationary period, and time at Old Dominion University in these ranks is counted toward the probationary period unless procedures for reduction in the probationary period are followed (see Policy on Initial Appointment of Teaching and Research Faculty).
    1. Professor – This rank is one of the highest honors that the University can bestow.
      - a. Professors are teacher-scholars of genuinely national standing who have made recognized contributions to the University and to their disciplines. They are expected to have demonstrated excellence in teaching, to have performed recognized and outstanding research and scholarly activity in their fields of specialization, and to have been pre-eminent in professional service. Except under most unusual circumstances, the highest terminal degree in the field is required.
    2. Associate Professor - Appointment or promotion to the rank of associate professor is an honor based on demonstrable performance.
      - a. Criteria include an established high quality of performance in teaching, research, and service and pre-eminence in at least one of these areas. Except under most unusual circumstances, the highest terminal degree normally attainable in the field is required.
    3. Assistant Professor - Appointment or promotion to the rank of assistant professor is the usual rank upon initial hiring.



- a. Criteria – This rank usually requires the highest terminal degree normally held in the field or its clear equivalent. Evidence of promise in teaching, research, and service is required. Faculty members holding the rank of assistant professor may be considered for tenure only if promotion to associate professor is simultaneously considered.

## II. Board of Visitors Policy and Criteria for Academic Rank (Nontenured-track Faculty)

A. Full-time faculty members holding the following ranks are not eligible for tenure, but time at Old Dominion University in these ranks may be counted as part of the probationary period for tenure, except as noted in paragraph 1.a. below. No more than 35% of faculty can be non-tenure-track faculty, and no specific academic college should employ more than half of its faculty as non-tenure-track faculty.

1. Instructor - Appointment to the rank of instructor is based on evidence of promise in teaching. Instructors normally hold master's degrees in their areas of specialization. There are three types of instructors at Old Dominion University:
  - a. Faculty members normally lacking the highest terminal degree who are employed to teach undergraduate courses, usually on the freshman and sophomore levels - They normally receive annual appointments for a period of three years, but in exceptional circumstances they may be reappointed for a maximum of three additional annual contracts. They must be informed in writing at the time of the original appointment that their positions are not permanent and that they will not be eligible to be considered for tenure.
  - b. Instructors who are terminal degree candidates - Candidates for a terminal degree may be given annual appointments as instructors if they can provide evidence that they will complete all requirements for the terminal degree within the first year of teaching at Old Dominion University. An instructor in this category who completes this work, and whose department recommends reappointment, is given a second annual contract as an assistant professor and is eligible for tenure at the end of the usual probationary period. An instructor in this category who completes all degree requirements during the first semester at Old Dominion University is given the title of assistant professor for the second semester. An instructor in this category who does not complete all requirements for the terminal degree within the first year of employment is normally not reappointed for a second year, but a second annual contract as instructor may be granted with the approval of the chair, dean and provost and vice president for academic affairs; if all requirements for the degree are completed within the second year, the instructor is promoted to the rank of assistant professor. If all degree requirements are not completed during the second year, a third and terminal contract as instructor may be granted but the faculty member is not eligible for consideration for promotion or tenure.

- c. Tenure-track, master's-level instructors - In certain professional departments in which the master's degree is the terminal degree, faculty members who have three years or less of full-time teaching experience at the college level are normally appointed initially to the rank of instructor. Such faculty members are eligible for promotion to the rank of assistant professor after two years in the instructor's rank on the recommendation of the chair and dean and on the approval of the provost and vice president for academic affairs. In exceptional cases, where professional experience is clearly

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

- g. The University supports the involvement of distinguished practitioners from many disciplines and fields as academics as a means to enrich the experiences of students. Examples of such practitioners are as follows.
  - 1. Artist-in-residence - The holder of this position is a distinguished practitioner of the fine arts, employed either full time or part time by the University. In most cases, an artist-in-residence devotes half time or less to the instruction of credit students. The rest of the time, for a full-time

4. Personnel with the title of research professor, research associate professor and research assistant professor may chair doctoral and master's committees provided they are certified as graduate faculty. Research personnel are subject to all University, college and department policies and procedures governing graduate teaching, program implementation, and oversight of graduate research and must undergo the same formal academic review and graduate certification as required of tenured and tenure-track faculty members.
5. Research Associate - This position has the same characteristics as that of research assistant professor except that those holding it meet the criteria for instructor in the department(s) to which they are attached.
6. Postdoctoral Research Associate - This position is generally reserved for a person who has recently completed his or her doctoral degree. While the primary employment activity will be research related, some teaching may be allowed. In general, these positions are funded through non-Commonwealth funds.

i. Clinical Faculty

1. Clinical Professor – Faculty members in this position are devoting most of their time to clinical teaching, supervision and service. They are expected to have demonstrated excellence in teaching, to have performed recognized and outstanding scholarly activity in their fields of specialization, and to be pre-eminent in professional service. Recognition at the national or international level for teaching, service and scholarly accomplishments is required.
- 2.



[Return to Top](#)

- D. The president, upon the recommendation of the Faculty Senate, shall establish procedures for consideration of promotion to the rank of full professor (and designation as eminent scholar). Such procedures shall require consideration and recommendation by faculty members at the department and college level, the chair, the dean, and the University Promotion and Tenure Committee. The decision concerning promotion is to be made by the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against promotion, the faculty member may request a review by the president. The decision of the president is final.

## II. Procedures for Promotion in Rank

- A. These procedures apply to promotion to the rank of full professor. Promotion to the rank of assistant professor is made by the provost and vice president for academic affairs following recommendation by the chair and dean. These procedures are designed to implement the Board of Visitors policy concerning promotion. The board policy is governing in all promotion cases.
- B. Considerations Concerning Promotion
  1. Each faculty committee and administrator considering a promotion case must specifically consider factors listed below as they apply to each case in the written recommendations that are submitted up the line to the provost and vice president for academic affairs. In the case of committees, the vote must be recorded in the recommendation, and the reasons produced by the minority members must be specified.
  2. Each committee and administrator making a recommendation concerning promotion considers evidence of the faculty member's performance over the total time in which the previous rank has been held as compared to the guidelines for the rank being considered as established by the Board of Visitors and any other guidelines established by the department or college.
  3. The total rank structure of the department should be considered.
  4. At the least, the committees and administrators should examine faculty information sheets, chair evaluations, dean's evaluations, and any other evidence submitted by the faculty member, the chair of the department, or any other relevant source. It is the responsibility of the department chair and the departmental promotion and tenure committee to provide an assessment of the quality of the publications for the faculty being considered for promotion. The evidence should address the quality of the journals and the reputation of book and other such publishers.



C. In the case of promotion to full professor, external evaluation of the faculty member's research and scholarly activity by nationally recognized experts in the field of specialization will be required.

1. The responsibility for initiating the external review, securing the reviewers, and forwarding complete review files to the dean, provost and vice president for academic affairs, and the University Promotion and Tenure Committee belongs to the department chair. In promotion of department chairs, the responsibility belongs to the dean.

2. External reviewers with academic positions will hold the same rank or higher than the promotion rank for which the faculty member is being considered; exceptions should be justified by the dean. The department tenure and promotion committee and the candidate will prepare separate lists of potential reviewers. The candidate will review both lists and will document personal and professional relationships with all potential reviewers. The chair will select three reviewers from the candidate's list and three reviewers from the department tenure and promotion committee's list; the chair will provide the list of reviewers to the dean. The dean will submit an agreed upon list to the provost and vice president for academic affairs for final approval prior to initiating the review for(nd vi)23aicngy ii a23a(t)



of the department, present and voting, by secret ballot before April 15 of each year for the ensuing year. There should be at least three professors on the college committee. No person shall serve on a college promotion and tenure committee for more than three years consecutively but is eligible for reelection after an absence of at least one year. Only faculty holding the rank of professor are eligible to join the deliberations and the vote on candidates for promotion to professor. If the home department of a candidate for promotion to full professor has no full professor representing it on the college committee, a member of the departmental promotion committee for that candidate (convened as described in section D.1. and D.2. above) shall be elected to serve as its representative.

6. The University Promotion and Tenure Committee shall consist of one tenured faculty professor from each of the major degree-granting academic colleges. This member shall be elected by his/her college's promotion and tenure committee(s) by September 15. The University Promotion and Tenure Committee shall elect one of its members as chair.<sup>2</sup> No person shall serve on the University Promotion and Tenure Committee for more than three years consecutively but is eligible and eligible to

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the minority), to the dean. The recommendations will indicate the vote of the committee. All committee members should vote yes or no.

- G. If neither the faculty committee (or group) nor the chair recommend promotion, the faculty member will not be considered for promotion in the coming year unless a review by the college promotion committee and the dean is requested by the faculty member. If a review is requested, the departmental committee and the chair forward all documents to the promotion committee of the college, which examines them and makes a recommendation concerning promotion to the dean. All committee members should vote yes or no. The dean examines all documents, including the recommendation of the college committee, and makes a determination concerning promotion. If the dean's determination is negative and is in accordance with the recommendations of the departmental committee, the chair, and the college committee, then the faculty member is not promoted for the coming year. If the dean's determination is negative and is not in accordance with all previous recommendations, the faculty member may request a further review by the provost and vice president for academic affairs. The decision of the provost and vice president for academic affairs is final in such cases.
- H. The dean, considering all previous recommendations and all credentials, then makes a recommendation concerning promotion, which is forwarded, with reasons, to the provost and vice president for academic affairs.
- I. The University Promotion and Tenure Committee, consisting of one tenured full professor from each of the major degree-granting academic colleges, examines the facts and all previous recommendations and documentation, and makes a recommendation (with reasons, including minority reasons, if any) concerning promotion which is forwarded to the provost and vice president for academic affairs. All committee members should vote yes or no.
- J. On the basis of all the evaluations and recommendations presented, and after consultation with staff, the provost and vice president for academic affairs makes a decision concerning promotion for the coming year. If the recommendations of the committees and administrators that have previously considered the case have not been in agreement with one another, or if the provost and vice president for academic affairs disagrees with the recommendations that have been in agreement with one another, the provost and vice president for academic affairs shall consult with the chair, the dean, and the University Promotion and Tenure Committee before reaching a final decision. The decision of the provost and vice president for academic affairs will consist of one of the following:
  - 1. promotion
  - 2. deferral

- K. If the decision of the provost and vice president for academic affairs is for promotion, the faculty member will receive the higher rank in the subsequent academic year. The decision of the provost and vice president for academic affairs will be reported to the president.
- L. The faculty member may request that the president review a negative decision by the provost and vice president for academic affairs. The decision of the president is final.
- M. All promotions are reported by the president to the Board of Visitors.
- N. Copies of the recommendations by all committees, chairs, deans and the provost shall be provided to the faculty member being considered for promotion. The faculty member will be provided opportunity to correct any factual misinformation in such recommendations by placing a letter in his or her promotion file at any stage, or up until April 1 to the Provost.
- O. The above procedures at the department and college level may be suitably adapted for faculty members who hold interdisciplinary or interdepartmental appointments. The adapted procedures should be recommended by the promotion and tenure committee of the college or colleges involved and approved by the dean or deans and the provost and vice president for academic affairs. Procedures above the college level will be the same as those designated above in all cases.

### III. Research Faculty

- A. Promotion to the rank of research professor from the rank of research associate professor and promotion to the rank of research associate professor from the rank of research assistant professor shall be upon the recommendation of the department, chair, college promotion and tenure committee, dean and University Promotion and Tenure Committee to the provost and vice president for academic affairs. If the provost and vice president for academic affairs decides against the promotion, the person may request a review by the president. The decision of the president is final.
- B. The process for promotion to the rank of research professor and promotion to the rank of research associate professor will require external evaluation of the quality of the faculty member's research performance from nationally recognized experts in the faculty member's field; procedures for the external review process can be found in section II.C. of this policy.
- C. For those research faculty who only have appointments in one of the University-level research centers, the following promotion policy will apply. Research centers will establish a promotion committee to review faculty promotions and make recommendations to the center director. Appointments to this committee will follow the guidance of section II.D. of this policy pertaining to departments. This promotion



[Return to Top](#)

**OLD DOMINION UNIVERSITY  
BOARD OF VISITORS  
RESOLUTION IN SUPPORT OF THE**

- x Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9\_)) who lives in the Commonwealth of Virginia while attending a school located in the Commonwealth of Virginia (regardless of his/her formal State of residence).
  
- x Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same school. The person so described must have enrolled in the school prior to the expiration of the three year period following discharge, release, or death.004 Tw T\* [(r)-1 (es)-5 (i)-6 (d)-4 w 0 -



**APPROVAL OF PROPOSED REVISIONS TO THE  
ANNUAL LEAVE POLICY FOR ADMINISTRATIVE AND PROFESSIONAL  
FACULTY AND ELIGIBLE INSTRUCTIONAL AND RESEARCH FACULTY ON  
TWELVE-MONTH CONTRACTS**

RESOLVED, that upon the recommendation of the Administration and Finance Committee, the Board of Visitors approves the proposed revisions to the Annual Leave Policy for Administrative and Professional Faculty and Eligible Instruction and Research Faculty on Twelve-Month Contracts, effective July 1, 2017.

Rationale: The proposed revisions align the leave accrual period (currently based on the fiscal year) with the accrual period used for classified employees (calendar year), and allow for a payout of up to 15 days of unused leave upon separation. Under the current policy, administrative and professional faculty and eligible instructional and research faculty on twelve-month contracts can only receive a payout for unused leave if approved by the President.

The provision for the payment of up to 20 days of unused leave had been requested by the Association of University Administrators and was approved by the vice presidents and president. With this change, the provision to allow vice presidents to authorize leave carry-over above the established days (up to 20 days or 36 days if hired before July 1, 1993) from one calendar to the next has been eliminated.

**NUMBER:** 1491

**TITLE:** Annual Leave Policy for Administrative and Professional Faculty and Eligible Instructional and Research Faculty on Twelve-Month Contracts

leave is in addition to the twelve (12) holidays observed by the state. AP faculty employed on

~~person must use the additional leave time. Written exceptions should be submitted to the Department of Human Resources.~~

58. Upon separation, faculty members covered by this policy will receive a lump sum payout of unused annual leave up to 15 days (120 hours). Faculty members can expect to receive the leave payout on the pay date subsequent to their last regular pay check. ~~In general, those who terminate employment or an administrative assignment will not be compensated for any accrued, but unused, annual leave days that remain when they terminate that employment or assignment. However, in exceptional cases, where the presence of a key employee is required by the University until he/she actually terminates employment, the President may approve a lump sum payout equal to the value of the salary of accrued, but unused, annual leave days. The maximum number of accumulated leave days that may be so compensated is 36 for individuals employed prior to July 1, 1993, and 20 for individuals employed thereafter.~~

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