

NUMBER: 1106

TITLE: Public Comment on Undergraduate Tuition and Mandatory Fee Increases

APPROVED: December 5, 2019

SCHEDULED REVIEW DATE: December 2024

In accordance with § 23.1-307(D) of the *Code of Virginia*, the Old Dominion University Board of Visitors (hereinafter referred to as “the Board”) will provide students and the public a projected range of any planned increase in undergraduate tuition and mandatory fees, an explanation of the need for the increase, and notice of the date and location of any such increase at least 30 days prior to such vote. Additionally, in accordance with § 23.1-307(E), the Board will permit public comment on any proposed increase in undergraduate tuition and mandatory fees prior to any vote referenced in subsection D.

- A. The Board will hold a budget workshop for the public followed by a public comment session whenever increases in undergraduate tuition & mandatory fees are proposed. This workshop/public comment session will be held prior to the Board’s regular meeting at which time the Board will consider the administration’s proposal. Public notice for this session will be given as required by law and concurrent with the notice of the projected range of any planned undergraduate tuition and mandatory fee increase.
- B. The budget workshop/public comment session will generally be held on the established date of the Board’s Executive Committee meeting held in March in advance of its regular meeting in April, unless the Board elects to consider such increases during another public meeting as defined by §2.2-3701 of the *Code of Virginia*. All members of the Board will be invited to attend this session.
- C. At least three Board members must be present for the public comment session, including at a minimum the Rector or Vice Rector of the Board.
- D. Prior to the public comment session, the university administration will present the background and history of the University’s tuition and fees and factors considered in proposing any increases.
- E. Anyone who wishes to comment at this session must register in advance with the Executive Secretary of the Board of Visitors. Requests must be made via email or telephone and will be accepted on a first-come/first-served basis up to 48 hours prior to the meeting. Speakers will be asked to specify their affiliation with the University (e.g., current/former student, faculty/staff, parent, member of public, etc.) and provide contact information. Instructions for registering to speak will be included with the notice of the meeting.

- F. All public comment made at the public comment session must be limited to the topic of undergraduate tuition and mandatory fee increases and each registered speaker will be allowed to speak for up to three minutes.
- G. Dedicated time slots will be reserved during the public comment session for the student representative to the Board and a representative of the Student Government Association should they wish to make comments.
- H. The public comment session will be limited to 60 minutes. If time remains during the one-hour public comment session after the pre-registered speakers offer their comments, additional individuals may be offered the opportunity to speak, but will be limited to speak for only two minutes.
- I. Written comments will also be accepted from the date that the public notice is issued until 24 hours prior to the meeting at which the Board considers tuition and fee increases and may be submitted in hard copy or via email. Instructions for doing so will be included in the public notice.
- J. The Board will not respond to oral or written comments.

In accordance with § 23.1-307(F) of the *Code of Virginia*, the Board of Visitors, through the Rector or his/her designee will provide the public with an explanation for any deviation from the projected range of the planned increase in undergraduate tuition and mandatory fees that it previously provided to the general public. Such explanation will be provided orally or in written form before the Board takes final action on any undergraduate tuition and mandatory fee increase. The Board's minutes will include the written comments or a transcript of the oral comments.