

**COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
MINUTES
May 5, 2005**

Attendance: Scott Baker (telecon), Melinda Cep, Jeri Childers, Jack Davis, John Dooley, Gene Egger, Joe Eifert, Ken Eriksson, Jim Pease, Susan Prillaman (telecon), Glenda Scales, Ted Settle, Judith Shrum, Rodney Thompson

Absence: Jennifer Abel, Linda Burcham, Marco Caiado, Eileen Crist, S. K. De Datta, Mike Lambur, Judi Lynch, Sharron Quisenberry, Robert Shaffer, Pat Sobrero

Guest: Susan Felker

1. Welcome and Introductions

Judith Shrum welcomed members to the meeting. Self-introductions were made.

2. Agenda Approval

The agenda was approved as presented.

3. Approval of Minutes, April 14, 2005

The April 14, 2005 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Vice-Chairman's Report

Judith Shrum will forward the April 29 Outreach Council meeting report electronically. She attended the April 18 and May 2 University Council meetings, and she reported that all resolutions that were presented were approved at the May 2 meeting.

5. Action Item

The nominations for the approved slate of officers were presented: Judith Shrum, chair; and Ken Eriksson, vice chair. A motion was made to approve the slate of officers as presented, and it was seconded and approved.

6. Information Items

Judith Shrum presented a certificate and token gift to Melinda Cep, Marco Caiado, Robert Shaffer, Mike Lambur, and Joe Eifert who are completing their term with the COIA.

Reports:

- **UCIA**

Jack Davis reported from UCIA. Approved UCIA minutes will be posted at the Outreach and International Affairs web site at <http://www.outreach.vt.edu/awards.html>. Melinda Cep asked if Virginia Tech could work toward a broader showcasing of international programs. Jack Davis was requested to bring this request to UCIA for discussion. Dr. Dooley said he would like to see the fall education abroad program activities expanded. It was suggested that the Virginia Tech Homepage could showcase a country of the day or week with links to descriptions of that country's people, customs, politics, number of students, collaboration, and faculty and alumni who are affiliated with Virginia Tech who are within that country.

- **P&T Sub-Committee**

The COIA P&T sub-committee will not meet again this year. Additional comments should be forwarded to Jack Davis. Suggestions from the sub-committee will be incorporated into the University P&T document.

- **Workshop Planning Sub-Committee**

Jeri Childers reported that she shared a draft of the planning information for the September 28 fall signature event with Outreach Council, and they concurred that the sessions and Q&A should be expanded. They also recommended that department heads should be contacted to identify two people in their departments to participate in the event as a way to ensure faculty participation in the event. Melinda Cep will contact leaders of student organizations. A date saver will be sent out as well as

reminders in the fall. The event will take place on Wednesday, September 28 at 1:30 p.m. with a reception at 5:00 p.m. Dr. Childers encouraged the Commission to give her further recommendations. After much discussion, it was decided the event will be called "Outreach NOW 2005," a university forum on the scholarship of outreach. Dr. Shrum asked the Commission to identify types of exhibits to be shared at this event and forward that information to Dr. Childers. Panel members will be identified over the summer. Jim Pease suggested that Dr. Dooley should be invited to the September Faculty Senate meeting to make a presentation about the event. Dr. Pease will make this request to the Faculty Senate president.

- **COIA Meetings for 2005-2006**

Judith Shrum discussed next year's meeting dates for the COIA. Last year Jim Pease had suggested that the COIA meeting dates should be set prior to the meetings of the Faculty and Staff Senate. This would ensure that resolutions from the COIA could be reviewed by these Senates in a timely manner, especially toward the end of the spring semester. A handout with several options for meeting dates was shared and discussed. After discussion, the majority voted by show of hands to keep the meetings on the second Thursdays. It was decided that any resolutions would have to be finalized at the February meeting of the COIA to make sure that all changes could be forwarded in a timely manner to both Senates and University Council. COIA meeting dates will be scheduled on September 8, October 13, November 10, December 8, January 19, February 9, March 16, April 13 and May 11.

Meeting adjourned.

Respectfully submitted,

Linda Price
Recording Secretary