

**COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS  
MINUTES  
December 8, 2005**

**Attendance:** Jennifer Abel (telecon), Scott Baker (telecon), Mike Barnett, Mike Bertelsen for Sharron Quisenberry, S. K. De Datta, Jack Davis, Erin Dolan, John Dooley, Gene Egger, Ken Eriksson, Will Eyestone, Saul Halfon for Eileen Crist, Jim Riddell for Mark McCann, Sameer Mulani for Osama Marzouk, Glenda Scales, Ted Settle, Judith Shrum

**Absence:** Linda Burcham, Jeri Childers, Susan Hagen, Ewen McLean, Jim Pease, Susan Prillaman, Rodney Thompson

**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, November 10, 2005**

The November 10, 2005 Minutes were approved electronically and have been forwarded to University Council for approval.

**4. Chairman's Report**

Judith Shrum gave a report from the December 5 University Council meeting. She discussed several proposals and resolutions for new programs that were submitted for first readings, and shared handouts. This information may also be found on the university web page.

**5. Vice-Chairman's Report**

Ken Eriksson gave a report on P&T discussions from the December 1 meeting of the Commission on Faculty Affairs. He welcomed guidance on what should be included in the *Faculty Handbook*.

**6. Action Items**

There was discussion on measures of outreach/scholarship of engagement from Commission members. The discussion will continue at the January meeting.

- Erin Dolan shared information from the Science Education Promotion and Tenure Committee from the University of Arizona. This information will be attached to the minutes.
- Jim Riddell, Jennifer Abel, and Scott Baker shared information about impact reports used in Extension.
- Gene Egger suggested documenting impact of study abroad programs.
- There are two areas that need attention in outreach:
  - Helping people to identify impact.
  - Look creatively at how we engage others in peer review to look at best practices.
- Handouts of information were shared from the Clearing House and National Review Board for the Scholarship of Engagement that conducts reviews for faculty. This will also be shared electronically.
- Juried presentations could be sponsored at the Outreach NOW 2006 conference where faculty can demonstrate those presentations on their P&T documents.
- Valerie Hardcastle will share a case study for the College of Liberal Arts and Human Sciences at an upcoming Commission meeting. A committee of faculty will be working with other faculty in her college to look at how the college will communicate, quantify, and evaluate

outreach efforts. Judith Shrum will invite her to come to a future meeting. The case study stemmed from the Outreach NOW 2005 conference.

Glenda Scales reported on milestones from the subcommittee on the Outreach NOW 2006 conference.

- The keynote speaker needs to be either a major university person that understands the direction of engagement or a person from a major funding agency. There was discussion and examples shared of potential speakers. A keynote speaker needs to be identified quickly in order to ensure their participation.
  - The following were proposed as the top speakers:
    - William C. Richardson, President and CEO of the W. K. Kellogg Foundation
    - The Howard Hughes Medical Institute
    - Peter McGrath, retired past president of NASULGC
    - Congressman Rick Boucher

William Richardson was selected as the keynote speaker. The official invitation will be sent from President Steger. The subcommittee will contact back-ups if needed.

## 7. **Information Items**

- University Council on International Affairs Report  
Jack Davis gave a report from UCIA. Approved UCIA minutes will be posted at the Outreach and International Affairs web site at [http://www.outreach.vt.edu/ucip/min\\_index.html](http://www.outreach.vt.edu/ucip/min_index.html).
- Outreach Council Report  
Judith Shrum reported on the November 29 Outreach Council meeting. Approved Outreach Council minutes will be posted at the Outreach and International Affairs web site at <http://www.outreach.vt.edu/council/index.html>.
- Virginia Tech Model United Nations Conference  
Mike Barnett discussed this student project, which is both international and outreach. The goal is to get 500 high school students an international perspective while not leaving the country.

Meeting adjourned.

Respectfully submitted,

Linda Price  
Recording Secretary