

**COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
MINUTES
November 10, 2005**

Attendance: Scott Baker (telecon), Mike Barnett, Jeri Childers, S. K. De Datta, Erin Dolan, Gene Egger, Ken Eriksson, Susan Hagen, Saul Halfon for Eileen Crist, Mark McCann, Ewen McLean, Jim Pease, Susan Prillaman (telecon), Sameer Mulani for Osama Marzouk, Glenda Scales, Ted Settle, Judith Shrum, Rodney Thompson

Absence: Jennifer Abel, Linda Burcham, Jack Davis, John Dooley, Judi Lynch, Sharron Quisenberry

1. Welcome and Introductions

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

2. Agenda Approval

The agenda was approved with the removal of the UCIA report due to cancellation of their last meeting, and the discussion on the Virginia Tech Model United Nations Conference discussion, which will be postponed to a future meeting.

3. Approval of Minutes, October 13, 2005

The October 13, 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 ACC/IAC conference and shared copies of the electronic agenda. Nicolas Burns, Undersecretary of State, was the guest speaker via teleconference from Washington, D. C. November 15 is the deadline for grants for summer study abroad and proposals for faculty collaboration grants.

5. Vice-Chairman's Report

Ken Eriksson gave a report from the University Council meetings on October 10 and 24, 2005.

6. Action Items

- Jeri Childers shared additional data from the Outreach NOW 2005 conference. A handout was distributed and discussed with selected results from the online Outreach NOW survey. She has reserved space at The IVTSCC for the September 27, 2006 Outreach NOW conference.
 - Milestones for Outreach NOW 2006
 - January – A keynote speaker needs to be identified.
 - April – Send out date saver
 - April – Online registration -- exhibitors and participants
 - August – Second wave marketing
 - September – Close registration
 - A subcommittee was appointed to select a topic for the next conference.
 - Jeri Childers, chair; Glenda Scales; Ewen McLean; Ted Settle; Erin Dolan; Mike Barnett.
- Ken Eriksson reported from the discussion at the Commission on Faculty Affairs on outreach and P&T discussions. He has proposed the following questions to that Commission for discussions:
 - What can be done to place more emphasis on outreach in P&T deliberations?
 - How can the impact of outreach scholarship be better documented to help with P&T?

- What can be done by the university to help departmental and college committees better understand and appreciate the importance of scholarship and outreach.

Colleges, department heads, and P&T committees need to be educated so they can emphasize to their faculty that outreach is a necessary part of their contributions to the university.

It was suggested that each member find a measure of outreach that might exist within their field of area that is represented on the COIA and share at the next meeting.

It was also suggested that a case study approach would be a good way to look at this instead of something presented in the “abstract.”

7. Information Items

- The next Outreach Council meeting is scheduled on November 29.

Meeting adjourned.

Respectfully submitted,

Linda Price
Recording Secretary