

**COMMISSION ON OUTREACH  
MINUTES  
January 23, 2002**

Attendance: John Arbogast, Dave Barrett, Greg Boardman, Sarah Burkett, Mike Bertelsen for S. K. De Datta, Robert Dunay, Louis Helfrich, Doris Kincade, Doug McAlister, Ed Overton (telecon), Eric Pappas, Judith Shrum, Susan Sumner, Andy Swiger, Dee Whittier, Tom Wilkinson

Absent: Amy Emerson, Clark Jones, James Littlefield, Joe Marcy, Susanna Rinehart, Ted Settle, Deb Williams, Chris Dula, Tammy Strand

Guests: John Dooley, Mark McNamee, Michele James-Deramo

1. Welcome  
Susan Sumner welcomed everyone to the January meeting, and asked those present to introduce themselves.
2. Agenda Approval  
The agenda was approved as presented.
3. Approval of Minutes, November 8, 2001  
Susan Sumner noted that the November 8, 2001 Minutes have been voted on and approved electronically. She encouraged everyone to bring copies of the agenda with them to save on paper copies.
4. Outreach Discussion with Mark G. McNamee  
Mark McNamee was invited to the Commission on Outreach meeting to give his thoughts on University Outreach and how the mission area fits into the University.
5. Continuing/New Business
  - Alumni Award for Outreach Excellence/Alumni Award for Team Outreach Excellence  
Susan Sumner, Joe Marcy, Clark Jones and Tom Tillar met in December to discuss the proposal and funding for the Alumni Award for Team Outreach Excellence. Tom Tillar will take this proposal to the Alumni Board which meets this spring. Susan Sumner noted that the team award was not included in this year's call for nominations, and she reminded everyone that March 1 is the deadline to return nominations for the Alumni Award for Outreach Excellence.
  - Staff Development  
John Dooley presented the group with an outline of the Outreach Faculty Development Program Task Group recommendations which includes a new faculty orientation program, college/department-based programs, university program and identifying supporting resources. The membership includes John Dooley, Judith Jones, Jim Johnson, Susan Sumner, and Ted Settle.
6. Service-Learning Discussion with Michele James-Deramo  
Michele James-Deramo, director of the Service-Learning Center at Virginia Tech, discussed the scope of the Service-Learning Center, and the benefits of faculty and graduate students working with the Center.
7. Announcements/Other  
Dave Barrett reported that Virginia Cooperative Extension will share in the cost of the outreach magazine.

Respectfully submitted,

Linda Price  
Recording Secretary