University Council Minutes
April 19, 2004
3:00 – 5:00 PM
1045 Pamplin Hall


Absent: Ellen Plummer, Vivek Mehta, Don Orth, Imad Al-Qadi, Gloria Bird, Maxine Lyons, Mike Martin (with notice), Keniah Robinson, Terry Kershaw, Pankaj Gupta, Meredith Katz, Puraj Patel,

Guests:Dwight Shelton, Diane Bell, John Dooley, Lucinda Roy, Fred D’Aguiar, Beth Waggenspack, Terry Wildman, Terry Clements

Dr. Steger called the meeting to order at 3:00 p.m. A quorum was present.

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda as presented. The motion carried.


Dr. Steger noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the WEB (http://intra.vt.edu/govern/).

3. New Business

Commission on Graduate Studies and Policies
Resolution CGSP2003-04C
Resolution for Establishment of a Master of Fine Arts (MFA) in Creative Writing Degree Program in the Virginia Tech College of Liberal Arts and Human Sciences

Dr. Kent Murrmann presented the resolution for first reading.

Commission on Graduate Studies and Policies
Resolution CGSP2003-04D
Resolution for Deletion of Untaught Classes from the Graduate School Catalog
(Amendment to Presidential Policy Memorandum No. 11)
Dr. Kent Murmann presented the resolution for first reading. There are no substantial changes in policy. This is an update of an existing policy that was established in 1979. There are often courses that stay listed in the Graduate School Catalog that have not been taught for several years. This resolution proposes that untaught courses currently listed in the Graduate Catalog will be deleted unless a special circumstance exists to justify retention. This resolution does not refer to special study courses. The Commission will work to verify how special studies are defined in the catalog to determine whether special study courses should be mentioned in the resolution.

In order for dropped courses to be added back to the catalog, they will need to be reapproved. Dean DePauw stated that it may be possible to expedite the process by going through the appropriate committees and Commissions using existing course documentation as offered and any updates. However, in some cases that documentation may no longer exist.

**Commission on Undergraduate Studies and Policies**
Resolution CUSP2003-04A
Resolution to Revise the Writing-Intensive Requirement

Dr. Rosemary Goss presented the resolution for first reading. In response to a question, Dr. Ford noted that a resolution from CUSP to freeze the Core Curriculum failed to pass University Council last year (April 21, 2003). Therefore, this resolution does not contradict any actions that University Council took in reference to the Core Curriculum last year. Concerns with wording were discussed. Concerns of reduced faculty resources and the possibility of courses being dropped due to those reduced resources were also discussed. Dr. Steger asked that Dr. Goss relay all the concerns raised to CUSP to enable the Commission to consider them prior to the next University Council meeting (last meeting of the year).

**University Council**
Resolution UC2003-04A
Resolution to Amend the University Council Constitution and By-laws to Accommodate Organizational and Administrative Changes of the University.

Ms. Kim O’Rourke presented the resolution for first reading. The current constitution is silent as to how to add new administrators when new positions are created. This resolution gives the flexibility to add administrators as well allowing for removal of a position as the university’s administrative structure evolves.

Another revision is to make the representation more inclusive. The current resolution reads, “One representative from the African-American student community elected by the Black Organizations Council” and “One representative from the African-American faculty and staff community elected by the Black Faculty and Staff Caucus.” To make the representation more inclusive, the resolution proposes instead that one student representative would be elected by the Commission on Equal Opportunity and Diversity, and one faculty or staff representative would be elected by that Commission.

When the Faculty Senate considered the resolution before it came to University Council, they approved it with the requirement that faculty would always remain a majority. The resolution brought to University Council incorporates that stipulation.
**Commission on Outreach and International Affairs**
Resolution COIA2003-04B
Resolution for Change in Charge of Commission on Outreach and International Affairs (Revision of University Council Constitution)

Dr. Doris Kincade presented the resolution for first reading. There was no discussion.

**Commission on Outreach and International Affairs**
Resolution COIA2003-04A
Resolution for Change in Membership of Commission on Outreach and International Affairs (Revision of University Council Bylaws)

Dr. Doris Kincade presented the resolution for first reading. Ms. O'Rourke questioned whether the language “public service” should continue to be used in the statement, “Three elected representatives of the Extension/public service non-ex officio A/P faculty.” She wants to be sure that the corresponding language in the University Council membership is consistent. Dr. Dooley will look into the matter.

4. **Old Business**

**University Council**
Resolution UC 2003-04B
Resolution to Amend the University Council Constitution to Change Parliamentary Authority

Ms. O'Rourke presented the resolution for second reading and made a motion for approval of the resolution, which changes the parliamentary authority from Sturgis to Robert’s Rules of Order. The motion was seconded and carried with one vote in opposition and one in abstention, therefore meeting the required two-thirds affirmative vote.

**Commission on Faculty Affairs**
Resolution CFA 2003-04E
Resolution for Creation of Clinical Track Faculty Ranks

Dr. Sam Easterling presented the resolution for second reading and made a motion for approval of the resolution. The motion was seconded and carried unanimously.

5. **Announcement of approval and posting of Commission minutes**

These minutes have been voted on electronically and will be posted on the University web. Note that the purpose of voting on Commission minutes is to accept them for filing. University Council By-laws require that policy items be brought forward in resolution form for University Council action.
• Commission on Equal Opportunity and Diversity
  March 22, 2004

• Commission on Faculty Affairs
  March 19, 2004

• Commission on Graduate Studies and Policies
  March 17, 2004

• Commission on Outreach and International Affairs
  March 18, 2004

• Commission on Student Affairs
  March 18, 2004

6. **Adjournment**

   There being no further business, Dr. Steger adjourned the meeting at 3:36 p.m.

Respectfully submitted,

Kim T. O’Rourke
Executive Assistant to the President

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