

University Council Minutes
February 4, 2008
3:00 – 5:00 PM
1045 Pamplin Hall

Present: David Ford (Presiding), Richard Benson, Jeb Stewart for Erv Blythe, Lay Nam Chang, Karen DePauw, John Dooley, Elizabeth Flanagan, Edward Spencer for Zenobia Hikes, Eileen Hitchingham, J. Michael Kelly, Alicia Cohen for Kevin McDonald, Kim O'Rourke, Sue Ott Rowlands, Mary Marchant for Sharron Quisenberry, Maggie Sloane, Richard Sorensen, Tom Tillar, Sherwood Wilson, Jan Helge Bøhn, Mike Denbow, Erin Dolan, Robert Grange, Frances Keene, Kumar Mallikarjunan, Joe McFadden, Hardus Odendaal, Tom Tucker, Bob Denton, Sam Easterling, Sam Riley, Susanna Rinehart, Kamal Rojiani, Bill Galloway, Gene Seago, Carolyn Copenheaver for Shep Zedaker, Jean Brickey, Travis Hundley, Wyatt Sasser, Louellen Sharp, Chris Thomas, Annette Bailey, Kim Beisecker, Arlane Gordon-Bray, Mike Parrish, Julie Walters-Steele, Patrick McCann for Laura Freeman, Antionette Stroter, Judy Alford, Kerry Redican

Absent: Charles Steger (with notice), Mark McNamee (with notice), Jack Davis, Gerhardt Schurig, Dwight Shelton, Robert Walters, Ruth Grene, Ken Eriksson, Fabrice Teulon, Danny Axsom, Gene Brown (with notice), Joe Eska, Leon Geyer (with notice), Karen Inzana, Teresa Lyons, Mary Alice Schaeffer, Ed McPherson, Manisha Patel, Yolanda Avent, T.J. Brennan, Ryan Gleeson, Thomas Hogdahl, Adeel Khan, Vik Narayan, Emily Webb, Brennan Shepard, Ryan Smith

Guests: Pat Hyer, Edward Lener, April Myers

In the absence of President Steger and Provost McNamee, Dr. Ford 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.

2. Announcement of approval and posting of minutes of May 7, 2007

Dr. Ford noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>).

Note that the following meetings were canceled for lack of action items:

October 1, 2007
October 15, 2007
November 12, 2007
December 3, 2007

3. New Business

Commission on Administrative and Professional Faculty Affairs

Resolution CAPFA 2007-08A

Resolution for University Closure for Martin Luther King, Jr. Day

Ms. Frances Keene presented the resolution for first reading. A review of SHEV peer institutions determined that the vast majority close for the Martin Luther King, Jr. holiday. President Steger has declared MLK Day a university holiday for 2008.

Commission on Faculty Affairs

Resolution CFA 2007-08A

Resolution for Continued Appointment Process Revisions

Mr. Ed Lerner presented the resolution for first reading. All Faculty in the University Libraries and some in Extension are hired on a Continued Appointment Track. This is designed to function similar to the tenure system. Last fall an ad hoc committee reviewed some of the promotion for continued appointment procedures. The results showed that most procedures were well documented and fundamentally sound. The committee determined that there were some changes needed to bring procedures into better alignment with the tenure system.

Commission on University Support

Resolution CUS 2007-08A

Resolution for Appointment of the New Executive Director of University Planning, Design, and Construction as a Member of the University Building Committee

Dr. Jan Helge Bøhn presented the resolution for first reading. There have been significant reorganizations in the facilities area and those functions related to Capital Construction and Design. The Commission would like to make the position of Executive Director of University Planning, Design, and Construction an ex officio member of the Building Committee.

4. Announcement of Approval and Posting of Commission Minutes

These minutes have been voted on electronically and will be posted on the University web (<http://www.governance.vt.edu>). 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 Administrative and Professional Faculty Affairs
 - April 6, 2007
 - September 13, 2007
 - October 11, 2007
 - November 1, 2007
 - January 10, 2008

- Commission on Equal Opportunity and Diversity
 - September 10, 2007
 - September 17, 2007
 - October 1, 2007
 - October 15, 2007
 - October 29, 2007
 - December 3, 2007

- Commission on Faculty Affairs
 - April 27, 2007
 - August 31, 2007
 - September 14, 2007
 - October 12, 2007
 - October 26, 2007
 - November 30, 2007

- Commission on Graduate Studies and Policies
 - May 2, 2007
 - September 19, 2007
 - October 3, 2007
 - October 17, 2007
 - November 30, 2007

- Commission on Outreach and International Affairs
 - April 12, 2007
 - May 10, 2007
 - September 13, 2007
 - October 11, 2007
 - November 8, 2007
 - December 13, 2007

- Commission on Staff Policies and Affairs
 - October 16, 2007
 - December 11, 2007

- Commission on Student Affairs
 - April 5, 2007
 - September 20, 2007
 - October 4, 2007
 - October 18, 2007
 - November 15, 2007
 - November 29, 2007

- Commission on Undergraduate Studies and Policies
 - April 9, 2007
 - September 24, 2007
 - October 22, 2007
 - November 12, 2007

- Commission on University Support
 - May 3, 2007
 - September 20, 2007
 - October 18, 2007

5. For Information Only

Minutes of University Advisory Council on Strategic Budgeting and Planning
 August 30, 2007
 October 4, 2007
 November 29, 2007

6. Commission Chair Reports

Dr. Ford asked Commission chairs to present briefly their goals for the remainder of the academic year.

1. Commission on Administrative and Professional Faculty Affairs – Frances Keene, Chair
 - a. Resolution to include Martin Luther King, Jr. as a University Holiday
 - b. Work with Human Resources on a revised definition for AP faculty
 - c. Investigate issue raised to CAPFA about paying AP faculty who teach when teaching is not part of their job description
2. Commission on Equal Opportunity and Diversity – Dr. Pat Hyer for Dr. Ruth Grene, Chair
 - a. Guidance document for staff and supervisors on the evaluation of diversity activities which parallels guidance provided to faculty last year
 - b. The Commission will provide consultation on various initiatives associated with the implementation of recommendations made by the Race Task Force and revision of the Diversity Strategic Plan
 - c. Subcommittee on curriculum to help students become more culturally competent.
 - d. Helped plan the Diversity Summit, and members participated in many of the week's events
3. Commission on Faculty Affairs Dr. Hardus Odendaal, Chair
 - a. Continue to work on promotion and tenure issues (which includes COACHE)
 - b. Policies for promotion and continued appointment process for librarians and extension personnel
 - c. Collection of data for mandatory EAP referral for Faculty
 - d. Finalizing the resolution for the removal of principal investigators (co-PIs)
 - e. Research professor expectations for promotion
 - f. Salary commitments by PI's for hiring post-doctoral students
 - g. Phased retirement (restructuring of Policy 4410) - This is pending two bills in front of the General Assembly
 - h. Working with Research division on representation of Research Faculty in university governance
 - i. Focus group to explore EFARs
 - j. Professors of Practice
4. Commission on Graduate Studies and Policies – Dr. Kumar Mallikarjunan, Chair
 - a. SACS review guidelines (learning outcomes across the university)
 - b. Met with Commission on Undergraduate Studies and Policies to discuss the removal of graduate credit from 4000 level courses
 - c. Met with Commission on Undergraduate Studies and Policies to review policies and procedures of BS-MS degree programs – Discussed generating two different pathways for students to pursue: Either a terminal M.S. degree or a research focused degree to lead the student toward a Ph.D.
 - d. Student life issues
 - e. Add new admissions category – conditional admission along with regular and provisional admission

5. Commission on Outreach and International Affairs – Dr. Erin Dolan, Chair

- a. Consideration of whether and how the promotion and tenure guidelines related to outreach and public engagement are being followed in the university community
- b. Working group has initiated a conversation among individuals who excel in outreach and engagement across campus to aid in developing the definition with support from the Center for Excellence in Undergraduate Teaching
- c. How to better the expertise of the Academy for Outreach Excellence, which includes former recipients of the Alumni Awards for Outreach Excellence
- d. Consideration of recommendations from UCIA regarding opportunities related to education abroad and the university's implementation of the international strategic plan
- e. In collaboration with the Commission on Undergraduate Studies, consider the final report of an appointed task force regarding the university's position on and facilitation of foreign language as a component of the learning experience
- f. 2008 Outreach NOW conference will have student engagement as the theme

6. Commission on Research – Dr. Robert Grange, Chair

- a. Review of centers (ICTAS and ISCE). For charters of both ICTAS and ISCE there is a discrepancy with Policy 3020, specifically, "...the Chair of the Stakeholders Committee shall not be the Administrator to whom the center Director reports." Dr. Mahajan reports to Dean Benson, and Dr. Roberto reports to Dean Ott Rowlands. Deans Benson and Ott Rowlands are both Administrator and Chair of their respective Stakeholders Boards – recommendations are being made to amend the policies
- b. Received a report of the state of the Libraries - Although funding has not been reduced, there is still a need to increase funding significantly to move the Library from its 8th percentile ranking (among peer group institutions) towards the 30th percentile.
- c. Will meet with and discuss the services of the Office of Sponsored Programs with Ms. Linda Bucy

7. Commission on Staff Policies and Affairs – Mr. Tom Tucker, Chair

- a. The commission continues to be a conduit of communications related to the Higher Education Restructuring initiative, forwarding input through the Employee Advisory Committee for consideration by the HR Restructuring Steering Committee and Design Teams
- b. Working with Human Resources and University Leadership Development to promote the new Virginia Tech Staff Leadership Award
- c. The commission is exploring the possibility of developing an Emeritus Staff Policy
- d. Working with Human Resources to promote/review policies and programs related to: flex work schedule, alternate work schedule, child care, and leave policies, through input provided via the HR Higher Education Restructuring process
- e. Exploring the possibility of an Ombudsperson for Staff similar to the program that exists for Graduate students

- f.
- 8. Commission on Student Affairs – Mr. Joe McFadden, Chair
 - a. The commission pledged 220 hours toward VT-Engage
 - b. Communication on campus in regards to events on campus - There is no clear means of communication
 - c. Changes related to the RSO Budget Board resolution that was pass by CSA in April and revised Student Budget Board constitution
 - d. Presentation in regards to the McComas expansion - There is a demand for increased recreational space for students as well as a need for more counseling services and clinic space
 - e. Presentation from the Budget Office to discuss the budget situation and the possible impact on students (tuition and fees)
 - f. Will have discussions about undergraduate academic advising and mentoring program – consistency across colleges
 - g. Parking issues – the apparent need for more ADA spaces on campus, and problems with limited parking in the commuter lots for students
 - h. Campus Climate – look a ways to continue to be a closer knit community
 - i. Graduate student equality – encouraging discussion with graduate students, faculty, and staff in areas like QEP and VT Engage
 - j. Working on the selection process for BOV undergraduate and graduate student representatives
- 9. Commission on Undergraduate Studies and Policies – Dr. Michael Denbow, Chair
 - a. Parking for Thursday night football games so as to not be removed from parking lots while teaching an evening or night class
 - b. Courses that do not have academic homes
- 10. Commission on University Support – Dr. Jan Helge Bøhn, Chair.
 - a. Following the review and determination that the University smoking policy is in compliance with the Governor’s new smoking policy, the Commission is revisiting the desire for a more restrictive smoking policy
 - b. A review is under way with regard to the student representation on the Committee on Energy and Sustainability
 - c. The computing and Communications Resources Committee is in the process of being resurrected. A review is under way to determine if there is a need to revise its composition and/or change

7. Adjournment

There being no further business, a motion was made to adjourn the meeting at 3:50 p.m.