

**University Council Minutes**  
**February 3, 2003**  
**3:00 — 5:00 PM**  
**1045 Pamplin Hall**

**Present:** Charles Steger (Presiding), Jeb Stewart for Earving Blythe, Gregory Brown, Lay Nam Chang, Ben Dixon, Peter Eyre, Margie Zelinski for Elizabeth Flanagan, Mel Gillespie, Eileen Hitchingham, Jack Davis for Paul Knox, Mark McNamee, Ed Henneke, Valerie Giddings for Jerry Niles, Kim O'Rourke, Len Peters, Martin Daniel for Minnis Ridenour, Ray Smoot, Hap Bonham for Richard Sorensen, Tom Tillar, Pat Ballard, Donald Hatfield, Sharon McCloskey, Eric Pappas, Joe Pitt, Diane Zahm, Mark Barrow, JoAnn Emmel, Jeryl Jones, Don Orth, Imad Al-Qadi, Elizabeth Gilboy, Bernice Hausman, Phillip Huang, Peter Kennelly, Robert Smith, Althea Aschmann, Maxine Lyons, Delbert Jones, Jimmy Martin, Terry Kershaw, Randy Stith, Allan Bradley, Sterling Daniel, Andrew Jayne, Rachel Luken, Brandon Bell for Brant Snyder

**Absent:** Landrum Cross, Karen DePauw, Ruth Grene, Wayne Durham, Bob Tracy, Mitzi Vernon, Bernard Feldman, Gloria Bird, Mike Martin, Myron McClees, Melinda Pomeroy, Jan van Aardt, Brandy Ellen Cowing, Brian Montgomery

**Guests:** David Ford, Pat Hyer

Dr. Steger called the meeting to order at 3:02 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 December 2, 2002.**

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://www.governance.vt.edu/>).

**3. New Business**

**Commission on Faculty Affairs**

Resolution CFA2002-03A

Resolution for Faculty Commitment to the University

Diane Zahm, Chair of Commission on Faculty Affairs, presented the resolution for first reading. She noted that Mike Karmis chaired the task force on Conflict of Commitment. This resolution on Faculty Commitment complements the policy on Faculty Conflicts of Interest and Commitment passed by the Board of Visitors in June 2000. This resolution was approved by the Commission on Faculty Affairs January 24, 2003 and is scheduled for second reading by University Council on February 17, 2003.

**Commission on Graduate Studies & Policies**

Resolution CGSP2002-03B

Resolution for Procedures for Evaluation of the Progress of Graduate Students  
(Update of Presidential Policy Memorandum No. 1)

Roger Avery presented the resolution for first reading. There was discussion that some of the wording throughout the resolution should be updated to make the document gender neutral. Prior to the scheduled second reading on February 17, Roger Avery will bring the resolution back to CGSP to consider whether non-thesis master's students should be excluded. Additionally, the document will be put into standard resolution format before it is brought back to University Council on February 17.

The question was raised why another resolution is needed when the current Presidential Policy Memorandum Number 1 already requests each department to report on the progress of its students. The intent of updating this memorandum is to create renewed visibility for this important issue and to urge compliance among all departments.

#### **Commission on Outreach**

Resolution COO2002-03A

Resolution for Administrative Responsibilities for Education Abroad Programming

Judith Shrum presented the resolution for first reading. This resolution is in response to the events of September 11, 2001. This is an effort to account for all university-related international assignments. Discussion emphasized that these assignments are university sponsored, and are to be distinguished between assignments sponsored by another agency or by personal means. The checklist accompanying this resolution refers to specific current state insurance. This wording will be changed to State Employee Health Insurance to allow for any changes in state insurance providers. According to General Counsel, this policy will not apply when students are traveling independently.

The system for managing these reports once they are submitted as well as how to delegate official responsibility among the university, colleges, departments and faculty to notify appropriate parties is yet to be determined.

#### **4. Ongoing Business**

There was no ongoing business.

#### **5. Council accepted the following Commission minutes:**

The following Commission minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the WEB (<http://www.governance.vt.edu/>).

- Commission Classified Staff Affairs  
October 11, 2002
- Commission on Graduate Studies & Policies  
November 20, 2002
- Commission on Outreach  
November 14, 2002  
December 12, 2002
- Commission on Research  
November 13, 2002  
December 11, 2002
- Commission on Student Affairs  
November 7, 2002  
November 21, 2002  
December 5, 2002
- Commission on Undergraduate Studies and Policies  
December 9, 2002

#### **6. For Information Only**

Minutes of University Advisory Council on Strategic Budgeting and Planning:  
November 12, 2002

**7. Discussion**

In response to a question about the status of the Commission on Equal Opportunity and Diversity that was passed by University Council on October 21, Dr. Steger reported that the Board of Visitors tabled the resolution at its November 11 meeting, and requested more information. The resolution will be brought back to the Board for consideration on March 10.

**8. Adjournment**

Dr. Steger adjourned the meeting at 3:32 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

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