

**University Council Minutes**  
**September 19, 2005**  
**3:00 – 5:00 PM**  
**1045 Pamplin Hall**

**Present:** Charles Steger (Presiding), Richard Benson, Sheryl Ball for Lay Nam Chang, Zenobia Hikes, Karen DePauw, Ben Dixon, James Blair for Brad Fenwick, Elizabeth Flanagan, David Ford, Don Kenney for Eileen Hitchingham, James Hyatt, Mike Kelly, Jack Davis for Paul Knox, Kurt Krause, Mark McNamee, Jerry Niles, Kim O'Rourke, Craig Nessler for Sharron Quisenberry, Gerhardt Schurig, Dwight Shelton, Hap Bonham for Richard Sorensen, Tom Tillar, Kevin McDonald, Judy Alford, Carolyn Rude for Scott Case, Bob Hendricks, Joan Moore, Ray Plaza, Kerry Redican, Jory Ruscio, Ken Eriksson for Judith Shrum, Bob Wheeler, Susan Anderson, Jack Cranford, Richard Goff, Kathleen Jones, Jean Brickey, Sue Ellen Crocker, Jimmy Martin, Louellen Sharp, Lori Anne Sheppard, Chris Thomas, Mark Anderson, Gene Brown, Marion Ehrich, Joe Eska, Hans Rott, Muzzo Uysal, Laura Gillman, Donna Hamm, Edward Lener, Therese Lovegreen, Ed McPherson, Jamie Kalista, Swamy Siddaramappa, Kerry Wood, Sumeet Bagai, Mike Barnett, Lindsay Leisher, Chris Miller, Kristina Perry, Devin Weller, Susanna Rinehart, Jennifer Jessie

**Absent:** Erv Blythe, John Dooley, Ben Dixon, Richard Ashley, Kamal Rojiani, Fabrice Teulon, Delbert Jones, James Berkson, Leon Geyer, Akilah Chopfield, David Jones, Navin Manjooran

**Guests:** Pat Hyer, Teresa Wright

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.

**2. Announcement of approval and posting of minutes of May 2, 2005**

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>).

Dr. Steger introduced Zenobia Hikes, Vice President for Student Affairs; Kevin McDonald, Director of the Office for Equal Opportunity; and Richard Benson, Dean of the College of Engineering.

**3. 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 A/P Faculty Affairs  
April 21, 2005
- Commission on Classified Staff Affairs  
April 28, 2005  
May 26, 2005

- Commission on Equal Opportunity and Diversity  
April 25, 2005  
May 9, 2005
- Commission on Outreach and International Affairs  
April 14, 2005  
May 5, 2005
- Commission on Student Affairs  
April 7, 2005  
April 21, 2005

#### **4. For Information Only**

Minutes of the University Advisory Council on Strategic Budgeting and Planning  
April 21, 2005  
June 23, 2005

#### **5. Commission Chair Reports**

Dr. Steger asked each Commission chairperson to present briefly their goals for the upcoming year.

##### 1. Commission on Administrative and Professional Faculty Affairs – Joan Moore, Chair

CAPFA convened its first meeting on September 6, 2005, to discuss agendas and plans for the year. The main focus was to conduct a survey of all A/P faculty to learn what their interests and concerns are. Several major areas of concern were:

- a) Consistency of evaluations and feedback
- b) Comparable salaries
- c) Development
- d) Lack of advancement opportunities
- e) Recognition in university governance.

A committee was formed and has met to develop the survey and present it to the Commission at the next meeting. The information from the survey will allow the Commission to develop goals and agenda items for the year.

##### 2. Commission on Classified Staff Affairs – Judy Alford, Chair

- a) Publicity/awareness - The commission will work closely with Staff Senate in order to emphasize the importance of staff participation in shared governance.
- b) Staff development - The commission will work closely with Human Resources to provide input on staff training and professional development needs, promote support for staff development and publicize programs.
- c) Promote alternate transportation, such as carpooling, in order to conserve fuel and save the environment. CCSA will work with the Vice President for Business Affairs and the Director of Fleet Services on this goal.
- d) Town Hall meetings - The commission will work closely with Staff Senate to sponsor and promote town hall meetings in order to provide up-to-date

information and gain staff input on the Higher Education Restructuring Act and other issues of importance to staff.

- e) Staff Survey - The commission will work closely with the Staff Senate in assessing the needs of staff articulated through the staff survey and provide any assistance and guidance as needed.
3. Commission on Equal Opportunity and Diversity – Ray Plaza, Chair
    - a. Follow-up to Lee Hall Recommendations
    - b. Virginia Tech Principles of Community
    - c. Climate for LGBTQIA community
    - d. Climate for ADA issues
    - e. Exit survey data – tangible items related to specific policies
    - f. Pipeline initiatives
    - g. Diversity Strategic Plan – revisions/shaping
    - h. Diversity committees – delineation of relationship with CEO
  4. Commission on Faculty Affairs – Kerry Redican, Chair
    - a. Research Assignments (Faculty Handbook Section 2.15.3)
      - Language would be revised to make it less restrictive (elimination of quotas).
    - b. Professors of Practice
      - Dialog focusing on the meaning of “Professors of Practice”
    - c. Modified Duties
      - Reduction of teaching assignment with central funding for hire-behinds for faculty members with extraordinary dependent care responsibilities.
    - d. Stopping the tenure clock
      - Revision of language in Faculty Handbook to include issues other than family circumstances
    - e. Research-extended appointments
      - Creation of 10-, 11-, and 12-month appointments for A/Y faculty members with sponsored activity during the summer. This will be addressed with the Commission on Research.
    - f. Part-time tenure track appointments
  5. Commission on Graduate Studies and Policies – Carolyn Rude for Scott Case
    - a. Offering advice on quality advising and mentoring (eAdvising and eMentoring) for distance students. Assessing the quality of those distance students.
    - b. Expanded opportunities through Transformative Graduate Education (TGE) and the Graduate Life Center (GLC)
    - c. Inclusion of Principles of Community throughout graduate education
    - d. Review and approval of new and extended graduate degrees identified through the Institutional Plan for new Graduate Degrees (IPGD) Institutional plan for graduate education
    - e. Review and approval process for graduate degrees
    - f. Graduate program review process and implementation plan
    - g. Recruitment and retention issues
    - h. Impact of *Chartered University Initiative* on graduate education
    - i. Health Insurance for graduate students
    - j. Nine vs. twelve-month pay for teaching assistants
    - k. Policy and procedures review including:

- Residency requirements for doctoral students
- Pass/fail credits for research hours
- Quality assessment for graduate courses delivered on-line
- Withdraw and drop policies
- Enrollment and assistantship appointments

6. Commission on Outreach and International Affairs – Ken Eriksson, Vice Chair

- a. Conduct a university-wide event called OutreachNOW on September 28 to raise awareness of the synergies between the research agendas and the outreach agendas of faculty members.
- b. An analysis of the results of the conference via a web survey and evaluation will provide information for the next steps, which will entail finding additional ways in which the commission can encourage P&T committees to implement the new P&T guidelines in their deliberations.
- c. Ralph Byers will be addressing the Commission about the impact on outreach of the Restructuring of Higher Education legislation.

7. Commission on Research – Bob Hendricks, Chair

- a. Research space
- b. IBPHS and ICTAS charters
- c. Center reviews – reexamine procedures; selected center reviews; how reviews are done
- d. Completion of revision and consolidation of policies on centers.

8. Commission on Student Affairs – Jory Zmuda Ruscio, Chair

- a. Campus Climate
  - Race
  - Sexual orientation
  - Student Status
- b. UCSO accountability
  - POC integration – Budget Board Funding
  - E-mail to faculty advisors
- c. Faculty Advisors
  - Training, and address the lack of training
- d. Principles of Community
  - Sub-committee
  - Handbook suggestions
  - Community of Hokies – New Student Orientation Program
- e. Alcohol-related issues
  - Posters around campus
  - Alternative Activities
  - College Alcohol Abuse Prevention Center
- f. Gym facilities
- g. Honor system & faculty relations
- h. Incentives for residence hall student volunteers
- i. Better integrating the Cranwell Center community into the campus community
- j. Traffic
- k. Student status on VT People Finder during summer
- l. Football season tickets
- m. Parking

9. Commission on Undergraduate Studies and Policies – Bob Wheeler, Chair

- a. Review of current undergraduate research initiatives
- b. Examine graduation and retention rates for undergraduate students

10. Commission on University Support – Kurt Krause, Chair

- a. The Disaster Resistant University project
- b. Implementation of Anti-Discrimination and Harassment Prevention Policy

**6. Discussion**

Dr. Steger welcomed the members to a new academic year. He invited members to propose topics for information sessions. He noted that the university strategic plan and campus master plan are being updated and could be possible topics.

Dr. McNamee reported that he had met recently with the LGBTA student group and faculty/staff caucus and administrators regarding the LGBTA's concerns about harassment. They defined the scope of the concerns and will develop strategies to be proactive. They will also be looking at best practices used elsewhere.

Dr. Steger announced that the Board of Visitors would be having a special meeting on September 24 to review and approve six-year enrollment, academic, and financial plans that are required by the Restructuring Act to be submitted to SCHEV by October 1. To pre-empt concerns about what may be reported in the media subsequently about projected tuition figures, he explained that with regard to the financial plan, the university was required to provide two funding scenarios including the resultant impact on tuition. The "New General Fund Scenario" assumes a split between General Fund support (at 44 percent) and tuition revenues. In the "No New General Fund (worst-case) Scenario," there would be no new General Fund support for either the Educational and General programs or student financial assistance, which necessarily would cause tuition to increase significantly. Neither scenario is likely; the reality will probably be somewhere in between.

**7. Adjournment**

There being no further business, Dr. Steger adjourned the meeting at 3:35 p.m.