

University Council Minutes
April 21, 2008
3:00 – 5:00 PM
1045 Pamplin Hall

Present: David Ford (Presiding), Richard Benson, Jeb Stewart for Earving Blythe, Joe Cowles for Lay Nam Chang, Bob Schubert for Jack Davis, Karen DePauw, Angela Hayes for Elizabeth Flanagan, Zenobia Hikes, Paul Metz for Eileen Hitchingham, David Travis for Kevin McDonald, Kim O'Rourke, Debra Stoudt for Sue Ott Rowlands, Mary Marchant for Sharron Quisenberry, Roger Avery for Gerhardt Schurig, Richard Sorensen, Tom Tillar, Robert Walters, Sherwood Wilson, Jan Helge Bøhn, Mike Denbow, Frances Keene, Kumar Mallikarjunan, Joe McFadden, Tom Tucker, Bob Denton, Sam Riley, Susanna Rinehart, Kamal Rojjani, Fabrice Teulon, Danny Axsom, Joe Eska, Bill Galloway, Leon Geyer, Jean Brickey, Travis Hundley, Teresa Lyons, Louellen Sharp, Annette Bailey, Arlane Gordon-Bray, Mike Parrish (via conference call), Julie Walters-Steele, Judy Alford,

Absent: Charles Steger (with notice), Mark McNamee (with notice), John Dooley (with notice), J. Michael Kelly, Dwight Shelton (with notice), Maggie Sloane (with notice), Erin Dolan, Robert Grange, Ruth Grene, Hardus Odendaal (with notice), Sam Easterling (with notice), Ken Eriksson, Gene Brown (with notice), Karen Inzana, Gene Seago, Shep Zedaker, Wyatt Sasser (with notice), Mary Alice Schaeffer, Chris Thomas (with notice), Kim Beisecker, Ed McPherson, Manisha Patel, Yolanda Avent, Laura Freeman, Antionette Stroter, T.J. Brennan, Ryan Gleeson, Thomas Hogdahl, Adeel Khan, Vik Narayan, Emily Webb, Kerry Redican, Brennan Shepard, Ryan Smith

Guest: Brian Gittens, Kay Heidbreder, Pat Hyer, Hal Irvin, April Myers, Galvin Nicholas, Judy Ridinger, Tashika Smith

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 with one change to the items under New Business. The change made was to move the Commission on Staff Policy and Affairs resolutions directly after the Commission on Administrative and Professional Faculty Affairs. These three resolutions are all linked. The motion carried.

2. Announcement of approval and posting of minutes of April 7, 2008

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>).

3. New Business

Dr. Ford called on Dr. Hal Irvin, the new Associate Vice President for Human Resources, to give background information about the three higher education restructuring resolutions. Dr. Irvin informed the council that the resolutions being presented are in line with the management agreement that was established with the State. The two staff resolutions relate to performance management and compensation, and also give the opportunity for pay based on merit for university staff. The CAPFA resolution will allow staff members in pay-bands five through seven to convert to A/P Faculty if management determines the position(s) should be moved. The eligible classified staff members must agree to the change. This change will aid recruitment and

retention efforts because A/P Faculty may choose between an optional Retirement Plan or VRS, and there is greater flexibility in setting their compensation.

Commission on Administrative and Professional Faculty Affairs

Resolution CAPFA 2007-08B

Redefinition of Administrative and Professional Faculty Appointments under Higher Education Restructuring

Ms. Frances Keene presented the resolution for first reading. Ms. Keene gave background for the resolution. This resolution is about bringing positions more in line with other positions that have similar roles and responsibilities across the university. The resolution is also about making recruitment for positions easier and also deals with equity issues across the university. There will be a process that Human Resources will undergo to review each position to determine whether it should be moved to A/P Faculty or remain as staff. With this change, there will be professional faculty (managers and professionals) and administrative faculty (senior administrators). This resolution has been reviewed by legal counsel, the Human Resources Steering Committee, the Staff Senate, and the Commission on Staff Policies and Affairs. Any new A/P Faculty positions would be subject to the policies in the *Faculty Handbook* related to A/P Faculty, including reappointment policies.

A question was raised as to whether continued appointments will be affected by this resolution. Dr. Hyer confirmed that continued appointments will not be affected.

A question was raised as to whether the final decision will be made by the senior managers or by Human Resources. Ms. Judy Ridinger, Director, Staffing and Compensation, informed the council that Human Resources will work with the supervisors to determine the qualifications for the positions, the job duties, and the qualifications of the employee to decide if this position qualifies to be moved to A/P Faculty. An eligible classified employee will have a choice to determine if he/she moves to A/P Faculty. Any eligible position that is vacant at the time the resolution passes will automatically be converted to A/P Faculty.

Ms. Kim O'Rourke mentioned that there are some years where the General Assembly will give a higher percentage raise to T/R Faculty than to A/P Faculty. When this happens, the University has chosen to internally fund the A/P Faculty raises to assure they are at the same level as the T/R Faculty, which impacts the base budget of the university. With more A/P Faculty, there would be a greater base budget impact.

Commission on Staff Policies and Affairs

Resolution CSPA 2007-08A

Resolution for Compensation and Merit Pay Policies for University Staff Under Higher Education Restructuring

Mr. Tom Tucker presented the resolution for first reading. This resolution deals with compensation and merit pay for university staff. It introduces a system of paying for performance. Only university staff will be covered under this resolution because under the law university staff and faculty are subject to controls of the Board of Visitors, and classified staff are subject to the controls of the State. There will be an enrollment period to allow classified staff time to decide if they wish to switch to university staff. Version one of the resolution will be the policy in effect if CAPFA Resolution 2007-08B passes. Version two of the resolution will be the policy in effect if CAPFA Resolution 2007-08B does not pass. The details of how the merit pay system will be set up are not included in this resolution so that a revised policy will not have to be approved by the Board of Visitors each time procedures change. The intent is to introduce

the new performance plan in fall 2008, and the results of the policy will be reflected in the performance evaluations that occur at the end of the cycle in fall 2009.

A question was raised as to whether this resolution was discussed in the Staff Senate. Ms. Judy Alford confirmed that the Staff Senate gave a vote of support for this resolution with no objections. This information has been posted on the Human Resources website, and there have been many meetings with staff associations.

Commission on Staff Policies and Affairs

Resolution CSPA 2007-08B

Resolution for the Approval of the New Human Resources Policies for University Staff

Mr. Tom Tucker presented the resolution for first reading. This resolution will revise the layoff policy for university staff to provide preferential employment and recall opportunities to vacancies and implement a four-point performance rating system. The four levels are: model performance, strong performance, developing performance, and unacceptable performance. The developing performance level will allow someone moving into a new job time to learn the job duties without giving him/her an unacceptable rating.

This four-point rating system is intended for both university and classified staff. Ms. Kay Heidbreder indicated that the State will not allow a four-point rating scale for classified staff employees. The State has indicated that a three-point scale is required. The State has allowed other institutions to use a four-point scale, but the institution has to record it to the State as a three-point scale. Virginia Tech can use a four-point scale for classified staff only with the approval of the State. Dean Benson noted his concern that the term "developing" could be distressing for an employee who falls back to a developing category if he/she has been in the position for some time.

Commission on Graduate Studies and Policies

Resolution CGSP 2007-08BC

Resolution for the Establishment of the Masters of Fine Arts in Creative Technologies Degree in the Virginia Tech College of Architecture and Urban Studies (CAUS)

Dr. Kumar Mallikarjunan presented the resolution for first reading. There is a need for a program that combines critical thinking and creativity, and currently there is not a program where this is offered. An example given was Virtual Jamestown. This resolution moved through the Commission on Graduate Studies and Policies smoothly.

Commission on University Support

Resolution CUS 2007-08B

Resolution for Change in Membership of the Energy and Sustainability Committee

Dr. Jan Helge Bøhn presented the resolution for first reading. The proposed resolution is for the membership of the Energy and Sustainability Committee to conform to other university committees. The changes are:

1. The two Environmental Coalition representatives will become one additional SGA representative and one additional GSA representative.
2. The President will annually appoint a chair from among the members of the committee.
3. The four representatives from Virginia Tech Facilities selected by the Vice President for Administrative Services will become two representatives, thus reducing the total number of committee members by two.

A suggestion was made to change the language “Two representatives from GSA nominated by GSA; two from SGA nominated by SGA” to read “Two graduate student representatives nominated by GSA; two undergraduate student representatives nominated by SGA.”

4. Old Business

Commission on Graduate Studies and Policies

Resolution CGSP 2007-08A

Resolution for Establishment of Masters of Information Security Assurance Degree in the Virginia Tech College of Engineering

Dr. Kumar Mallikarjunan presented the resolution for second reading and made a motion for approval. The motion was seconded, and the resolution was approved.

Commission on Graduate Studies and Policies

Resolution CGSP 2007-08B

Resolution for Revision of Policy on Graduate Credit for 3000 and 4000 Level Courses

Dr. Kumar Mallikarjunan presented the resolution for second reading and made a motion for approval. The motion was seconded.

The revision requested at first reading to have an effective date of fall 2009 was made.

A motion was made to amend the resolution to remove “3000 and” from the title, to remove “3000 or” from the third resolved clause, and to remove “3000-level or” from the fourth resolved clause. The motion to amend was seconded. This will still allow for a student to take a 3000-level course not in their field of study as an exception to the policy.

Current students with a plan of study will not be affected. New students, if this resolution is approved, will fall under the new policy.

The motion to approve the amendment passed. Council then voted on the resolution as amended, and it passed.

Commission on Student Affairs

Resolution CSA 2007-08A

Resolution for Policy on Dismissal of Patient from Care at Schiffert Health Center

Mr. Joe McFadden presented the resolution for second reading and made a motion for approval. The motion was seconded.

A question was raised as to the language used under section 4.12.3 where it states “...she/he may well refer the matter to the Cook Counseling Center for assistance before taking action.” There was considerable discussion about changing “may well” to “shall.” Dr. Hikes stated that using the word “shall” may be too narrow, and some issues may be judicial issues that do not need to be referred to the Cook Counseling Center. There should be a follow-up, but not necessarily to the Cook Counseling Center.

After considerable discussion, a motion was made to defer this resolution to the next meeting on May 5, 2008. The motion to defer the resolution was seconded and passed.

Commission on Student Affairs

Resolution CSA 2007-08B

Resolution for Changes to University Policies for Student Life: Weapons Policy

Mr. Joe McFadden presented the resolution for second reading and made a motion for approval. The motion was seconded.

Ms. Frances Keene moved to defer the resolution due to a request made by President Steger earlier in the day in order to clarify whether if the Virginia Tech Police will provide the storage of ammunition. The motion to defer was seconded and passed. The resolution will be deferred to the May 5, 2008, meeting.

Commission on Student Affairs

Resolution CSA 2007-08C

Resolution for Changes to University Policies for Student Life: Interim Suspension Policy

Mr. Joe McFadden presented the resolution for second reading and made a motion for approval. The motion was seconded.

There was one correction to the resolution in the second paragraph of the first resolved clause, the sentence will read: "Students may be interim (immediately) suspended from the university..."

A vote was taken and the resolution was approved 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 (<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 Faculty Affairs
February 29, 2008
March 14, 2008
- Commission on Graduate Studies and Policies
March 19, 2008
- Commission on Research
March 12, 2008

6. Adjournment

There being no further business, a motion was made to adjourn the meeting at 4:29 p.m.