

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

December 11, 2008

3:30-4:30 p.m.

325 Burruss Hall

Attendance: Jan Helge Bøhn, Sarah Burkett, Jeri Childers, Susan Clark, S.K. De Datta, John Dooley, Susan Felker, Devi Gnyawali, William Greenberg, Gary Long, Lance Matheson, Kevin Pelzer, Max Stephenson, Chris Thomas, Jane Wemhoener, Leah Wickham, Tom Wilkinson (guest)

Absence: Ray Ali, Terry Clements, Billie Jean Elmer, A.L. (Tom) Hammett, Mark McCann, Gerhardt Schurig, Ted Settle, Bob Smith, Scott Tate, Melissa Yates

1. Welcome and Introductions

Jane Wemhoener welcomed everyone. Self-introductions were made.

2. Agenda Approval

The agenda was approved.

3. Approval of Minutes, November 13, 2008

Jane announced that the November 13, 2008 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

The University Council Meeting included discussion of changing the holiday schedule and how it affects employees. The suggestion was made to close over the winter break in order to save about \$20,000 in operating costs. Only critical employees would be required to work over the break. The perception from some of the staff was that faculty would gain four (4) additional days of leave while staff lost flexibility of leave time. The closure would force staff to take holidays over Christmas; employees with insufficient leave to cover the time off would have leave without pay. There is a possibility to still go forward with a pilot program for 2009.

Jane brought up the issue that the March 12, 2009 meeting occurs during Spring Break. Therefore, it was proposed to change the meeting date from Thursday, March 12, 2009 from 3:30-4:30 p.m. to Thursday, March 5, 2009 from 3:30-4:30 p.m. There were no objections.

On behalf of Terry Clements, Jane asked the group if there were any volunteers to serve on the selection committee for the Excellence Awards for Alumni Outreach. Sarah Burkett, Jeri Childers and Susan Clark volunteered to serve on the committee.

5. Update on Engaged Scholarship Document

Jane previously sent out, via email, a draft outline of the *Engaged Scholarship at Virginia Tech: A Land-grant Mandate* (attached). She welcomed comments and stated she had received comments for revisions already. The committee discussed revisions for clarity and conciseness, as well as raised questions about the document's audience and purpose. A final draft will be presented at the February meeting, so comments should arrive before then.

6. Summer School and Education Abroad

John prefaced this discussion by asking guest Tom Wilkinson if faculty can lead Education Abroad in order to tap into Summer School Resources.

Tom indicated there are grant stipends for \$5,000 (15 grants in total) that highlight certain areas. A call for proposals goes out and an Advisory Committee chooses the recipients. Award notification typically occurs in early fall. Some initiatives are given priority, and programs funded earlier, if successful, receive may receive continuing funding. The \$5,000 goes to the faculty to pay the salary to teach a course; the remaining funds are to come from the department. The committee discussed fund allocation by the colleges.

7. Reports

a. Virginia Cooperative Extension (VCE)

Since Ray Ali was absent, the report will be presented next time.

b. University Council on International Affairs (UCIA)

The UCIA meeting was cancelled; the next meeting is scheduled for December 18, 2008.

8. Comments/Announcements, etc. from the Board Members

There was discussion about contracts and overhead costs. It was suggested that there be a mechanism in place so that revenue sharing can take place with money raised by tuition. There currently is no mechanism to tap into the revenue that is being generated, even though there was no cost to the university.

Meeting Dates for Next Year

February 5, 2009

March 5, 2009-**PLEASE NOTE CHANGE IN MEETING DATE**

April 9, 2009

May 14, 2009

Respectfully submitted,

Kimberly Rhodes
Recording Secretary