

UNIVERSITY COUNCIL MEETING

February 3, 2014

3:00 p.m.

1045 Pamplin Hall

AGENDA

1. Adoption of Agenda Dr. Charles Steger

2. Announcement of approval and posting of minutes of November 11, 2013 Dr. Charles Steger

These minutes have been voted on electronically and will be posted on the University web.

3. New Business Dr. Charles Steger

Commission on Undergraduate Studies and Policies

Resolution 2013-14C

Resolution to Approve the Bachelor of Science Degree in Microbiology

Dr. Audrey Zink-Sharp

4. Reports from Commission Chairs Dr. Charles Steger

• Commission Chair Briefings

○ Commission on Administrative and Professional Faculty Affairs

○ Commission on Equal Opportunity and Diversity

○ Commission on Faculty Affairs

○ Commission on Graduate Studies and Policies

○ Commission on Outreach and International Affairs

○ Commission on Research

○ Commission on Staff Policies and Affairs

○ Commission on Student Affairs

○ Commission on Undergraduate Studies and Policies

○ Commission on University Support

Ms. Jennifer Hundley

Ms. Lesley Moyo

Dr. Mayuresh Patil

Dr. Joseph Eifert

Dr. Carlyle Brewster

Dr. Jesus de la Garza

Mr. Dan Cook

Ms. Kylie Gilbert

Dr. Audrey Zink-Sharp

Ms. Maxine Lyons

5. Announcement of acceptance and posting of Commission Minutes Dr. Charles Steger

These minutes have been accepted for filing by electronic vote and will be posted on the University web. 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

October 9, 2013

Commission on Equal Opportunity and Diversity

October 21, 2013

November 11, 2013

Commission on Graduate Studies and Policies

October 16, 2013

November 6, 2013

November 20, 2013

December 4, 2013

Commission on Outreach and International Affairs

October 17, 2013

November 21, 2013

December 12, 2013

Commission on Research

October 9, 2013

November 13, 2013

Commission on Staff Policies and Affairs
October 23, 2013
November 20, 2013

Commission on Student Affairs
October 31, 2013
November 14, 2013
December 5, 2013

Commission on Undergraduate Studies and Policies
November 11, 2013
December 9, 2013

Commission on University Support
October 17, 2013

6. **For Information Only**

Dr. Charles Steger

Minutes of the University Advisory Council on Strategic Budgeting and Planning
December 5, 2013

7. **Adjournment**

Dr. Charles Steger

University Council Minutes
February 3, 2014
3:00 PM
1045 Pamplin Hall

Present: Charles Steger (presiding), Richard Benson, Lay Nam Chang, Cyril Clarke, Jack Davis, Karen DePauw, Elizabeth Flanagan, Saied Mostaghimi for Alan Grant, Joan Hirt, Mark McNamee, Scott Midkiff, Patricia Perillo, Laura Rugless, Dwight Shelton, Kent Nakamoto for Robert Sumichrast, Tom Tillar, Martin Daniel for Robert Walters, Tyler Walters, Sherwood Wilson, Paul Winistorfer, Carlyle Brewster, Dan Cook, Jesus de la Garza, Joseph Eifert, Kylie Gilbert, Jennifer Hundley, Maxine Lyons, Lesley Moyo, Mayuresh Patil, Audrey Zink-Sharp, Susan Anderson, Charlene Eska, Bruce Pencek, Susanna Rinehart, Eugene Brown, Paul Herr, Leanna House, William Huckle, Tom Fox, Sam Riley, Ana Agud, Cyndy Graham, Stacey Poertner, Marwa Abdel Latif, Brett Besag, Kyrille Goldbeck DeBose, Robin Lawson, Michael Martin, Samantha Erwin, Rachel Estariz, Daniel Pierce-Parra, Anjelica Smith, Sue Teel, Erica Wood

Absent: Guru Ghosh, William Lewis (with notice), Kim O'Rourke (with notice), Scott Nelson, Mike Denbow, Dave Dugas, Judy Alford (with notice), Darla Chudzik (with notice), Melissa Means (with notice), Jen Averill, Morgan Esters, Karisa Moore (with notice), Shaimaa Abdallah, Mordecai Harvey, Jordan Disney, Joe Merola (with notice), Nick Warrington

Guests: Jack Finney, Hunter Gresham, Rachel Holloway, Sharon Kurek, Gary Long, April Myers, Ellen Plummer, David Popham, Ann Stevens, Richard Walker,

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. The motion carried.

2. Announcement of approval and posting of minutes of November 11, 2013

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>). (Note that the meeting scheduled for December 2, 2013, was cancelled.)

3. New Business

Commission on Undergraduate Studies and Policies

Resolution 2013-14C

Resolution to Approve the Bachelor of Science Degree in Microbiology

Dr. Zink-Sharp presented the resolution for first reading. Dr. Zink-Sharp introduced Dr. Richard Walker to give a brief overview of the degree. Dr. Walker indicated that this proposed degree represents a conversion of the current Microbiology option the department offers into a formal degree, and the resources needed are already in place. This will be the first Microbiology degree in the State of Virginia. There is strong support from the students, parents, employers, and graduate schools. This new degree will prepare students for direct employment or admission to graduate school.

4. Commission Chair Reports

Dr. Steger asked the Commission chairs to present briefly their goals for the academic year.

1. Commission on Administrative and Professional Faculty Affairs – Ms. Jennifer Hundley, Chair
 - a. Increase awareness and communication of AP Faculty Consulting policy
 - b. Discuss results of the Employee Climate Survey
 - c. Continuation of the Spring Speaker Series
 - d. Update AP grievance process in Faculty Handbook for clarification purposes
2. Commission on Equal Opportunity and Diversity – Ms. Lesley Moyo, Chair
 - a. Transition in CEOD leadership – an election was conducted and Robin Lawson was elected chair and Aaron Bond was elected vice-chair for the remainder of the 2013-14 academic year
 - b. Continue efforts to cultivate the CEOD's virtual presence with a focus on reviving the CEOD website that was discontinued several years ago
 - c. Continue reviewing recommendations and suggestions brought forth by the Commission's 2012-2013 Working Groups
 - Update and forward recommendations to appropriate campus audiences for action and/or information (including policy and governance items for University Council's consideration)
3. Commission on Faculty Affairs – Dr. Mayuresh Patil, Chair
 - a. Minor Faculty Handbook changes
 - b. Evaluation of associate professors with tenure for promotion to professor: consider a one-time review that provides the associate professor with guidance on progress and direction for promotion to professor
 - c. Work with the Commission on Research on formal and consistent process for Research Faculty promotion
 - d. Work with President Sands to connect the President to Faculty
4. Commission on Graduate Studies and Policies – Dr. Joseph Eifert, Chair
 - a. Working on a resolution to submit to University Council on the enrollment requirements for the Graduate Cooperative Education Program
 - b. Requesting a plan from each department on how they plan to meet the upcoming requirement to document that graduate students receive training in Scholarly Ethics and Integrity
 - c. Discussion on strategies and needs for increasing total graduate student enrollment by 1,000 students in the next 5 years
 - d. Discussion on recommended changes in the enforcement and requirement of policies regarding continuous enrollment of graduate students
5. Commission on Outreach and International Affairs – Dr. Carlyle Brewster, Chair
 - a. Resolutions relating to study-abroad programs
 - Resolution regarding undergraduate graduation and degree conferral. Amendment of Presidential Policy Memorandum No. 111 to indicate that undergraduate students participating in an education abroad program during their last 45 hours may apply for an individual waiver of the requirement that a maximum of 18 of their last 45 hours may be earned in absentia

- Resolution regarding voluntary health disclosure form for education abroad participants
- b. Alumni Award for Outreach Excellence – the commission received 10 individual and 5 team nominations for the 2014 awards
 - c. Carnegie Community Engagement Reclassification
 - d. Dean’s Forum on Global Engagement
6. Commission on Research – Dr. Jesus de la Garza, Chair
 - a. Establishing a process for Research Faculty participation in the governance system of the university
 - b. Reviewing existing policies dealing with laboratory safety protocols
 - c. Monitoring the implementation of the Innovation Ecosystem Report
 7. Commission on Staff Policies and Affairs – Mr. Dan Cook, Chair
 - a. Continuing efforts on the awards nomination/selection process
 - Would like to understand why there is not much interest in the available awards
 8. Commission on Student Affairs – Ms. Kylie Gilbert, Chair
 - a. Participated in a winter retreat to reaffirm the commission’s vision and mission and to brainstorm agenda items
 - b. Working with Dining Services to eliminate printed receipts for Hokie Passport transactions
 - c. Will address changes suggested by the subcommittee reviewing the Student Budget Board and the 8000 series policies
 - d. The Hokie Handbook committee will present their recommended changes to current policy (student conduct)
 - e. Reaching out to Licensing and Trademark Administration and inviting them to a meeting so student leaders can have a better understanding of new guidelines placed on the use of Virginia Tech’s proprietary designs
 9. Commission on Undergraduate Studies and Policies – Dr. Audrey Zink-Sharp, Chair
 - a. Continuing dialog on the review and revisions to the Curriculum for Liberal Education
 - b. Review of enrollment management issues associated with overload of a maximum of 19 credit hours for undergraduate students
 - c. Review of Presidential Policy Memorandum 91(Eligibility for Continued Enrollment)
 - d. Resolution for revision of Presidential Policy Memorandum 196 (Course Withdrawal Policy)
 - e. Required review of policy by statute: Acceptance of Military Credit and Registration Policies
 - f. Review repeated course enrollment policy
 - g. Continue to review creation of a common format for undergraduate checksheets
 - h. New degree proposals
 - B.S. in Microbiology
 - B.S. in Computational Modeling and Data Analytics
 - B.S. in Water Resources Policy and Management
 - B.S. in Neuroscience
 10. Commission on University Support – Ms. Maxine Lyons, Chair

Currently, there are no business items to report for the commission.

5. Announcements

Update from the General Assembly

Dr. Steger announced that at the moment it has been relatively uneventful in Richmond. The key focus of the university right now is to elevate faculty salaries. In the budget there is a proposed 3 percent bonus. Rather than a one-time bonus, university officials are working to get a 3 percent base salary increase. There are likely to be no capital projects for this year. Without consulting the university, a bill was proposed to put stadium woods into perpetual easement; the bill was defeated.

Update on Fire at Foxridge Apartments

Dr. Perillo informed the Council that 25 students were displaced due to the fire at Foxridge Apartments. The Dean of Students Office staff met with the management at Foxridge and for the first night, Foxridge paid for the students to stay in a hotel. Employees from Academic Affairs, Student Affairs, and the Library met with the students to determine what their needs may be (books, computers, lodging, etc.). The students were offered the option to live in the residence halls, in other apartments in Foxridge, or with friends. All 25 students have found a place to stay until they are able to return to Foxridge. The Red Cross came out and provided supplies (clothing, etc.).

The College of Architecture and Urban Studies 50th Anniversary Celebrations

Dean Davis informed the Council that the College of Architecture and Urban Studies will have a 50th Anniversary Commemoration the first weekend in September.

General Education Program

Dr. Mark McNamee informed the Council members that there are very active discussions about the general education program, and a group is looking at the online course offerings.

Women's Center Celebrating 20 Years

Dr. Ellen Plummer announced that this year the Women's Center is celebrating 20 years of existence. Dr. Plummer encouraged everyone to come out and support the celebratory events the Women's Center is hosting.

Student Representatives to the Board of Visitors

Ms. Erica Wood announced that applications are being taken for the 2014-2015 Undergraduate and Graduate Student representatives to the Board of Visitors. There is also an information session on Friday, February 7, for those interested in being a student representative to the Board of Visitors.

Hokie Day at the General Assembly

Dr. Tillar announced that there will be almost 200 alumni and students attending Hokie Day at the General Assembly and the legislative breakfast. About half of those attending are students.

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Minutes of the University Advisory Council on Strategic Budgeting and Planning
December 5, 2013

8. Adjournment

There being no further business, a motion was made to adjourn the meeting at 3:33 p.m.