

Minutes  
University Council Meeting  
November 2, 1992

Dr. McComas called the meeting to order at 3:10 p.m.

Present: J. McComas, C. Morton, E.F. Carlisle, M. Ridenour, E. Stout, T. Goodale, G.E. Russell, A. Swiger, R. Sorensen, J. Buffer, G. Brown, S.J. Ritchey, P. Eyre, J. Eustis, C. Stott, D. DeWolf, M. Sporakowski, A. McNabb, P. Feret, R. Daniel, J. Falkinham, J. Rothschild, G. Holtzman, J. Ficenec, T. Rakes, A. Snoke, R. Olin, D. Smith, D. Hewitt, K. Kubin, P. Miller, R. Heller, N. Dodl, J. Johnson (for F.Thye), J. Robertson, L. Richardson, K. Martin, X. Jackson, F. Phillips, C. Cox, M. Murray, T. Higgins, M. Belsley, M. Jackson, T. Snead, J. Fisher (for K. Mottley)

Guests: Bill Burluson, Spectrum; Michael Hurd, Residence Hall Federation, Chris Franks; Laurence D. Moore, Task Force on Governance; Sherilyn McConnell, Staff Senate

Absent: P. Torgersen, R. Smoot, C. Steger, E. Blythe, H. Doswald, G.W. Clough, J. Robinson, G. Bunce, C. Pinder, J. Darnell, A. Townsend, K. Kahn, M. Stegura

1. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

2. Approval of Council Minutes of October 5, 1992.

The University Council minutes from the meeting of October 5, 1992 were approved as submitted.

3. In successive motions, Council approved the minutes of the following meetings.

a. Commission on Faculty Affairs, September 11, 1992.

b. Commission on Graduate Studies and Policies, September 16, 1992.

c. Commission on Research, September 9, 1992 (approved with corrections).

d. Commission on Student Affairs, October 1, 1992.

e. Commission on Undergraduate Studies, September 21, 1992.

f. University Advisory Council on Strategic Budgeting and Planning, September 11 and September 25, 1992.

4. For Information Only

a. Minutes from the University Library Committee, April 8, 1992.

b. Minutes from the Virginia Tech Athletic Committee, April 17, 1992.

c. Vice President for Information Search

Dr. Carlisle spoke about university procedures for carrying out a search for a university vice president, particularly the importance of informing Council of the search committee's membership. He then referred to the handouts for the search for the Vice President for Information Systems, including the proposed membership roster and a description of the position (used in the Chronicle of Higher Education). With regard to the search committee's membership, Dr. Carlisle noted that many of these individuals are also University Council members. This committee also includes a student and a member of the classified staff.

He also reviewed the other searches in progress: 1) Vice Provost for University Outreach and International Programs -- nearly completed at this point; 2) Vice Provost for Research and Dean of the Graduate School; 3) Dean of the College of Human Resources; and 4) Dean of the College of Agriculture and Life Sciences.

Mr. Ridenour then commented on the search for the Vice President for Development and University Relations. He distributed copies of the membership of the search committee and a description of the position. He stressed the need for outside representation on this committee and noted that members of the Alumni Association, Virginia Tech Foundation, and the Athletic Fund will be included on this search committee. Dr. McComas spoke about the need to fill this position as quickly as possible, preferably before the end of the year.

5. Announcements

Dr. McComas described to Council a work-load study that Dr. Gordon Davies, Director of the State Council for Higher Education, is assembling for the General Assembly. He noted the importance of this study so that it better communicates the significant differences between Virginia's teaching colleges and research universities and the responsibilities of the faculty therein. He then reviewed the research expenditures at some of these institutions of higher education. Dr. McComas stressed the need to better communicate to both the General Assembly and the general public the different, but complimentary, responsibilities of Virginia's colleges and universities, especially with regard to the importance of research to the Commonwealth of Virginia.

Dr. McComas spoke optimistically about the upcoming election and noted that recent polls indicate the successful passage of the three bond issues. He again noted the need for salary increases for faculty and staff.

Dr. Morton discussed the reporting responsibilities between commissions and committees. He announced several changes to the document that listed these relationships and assured Council members that a revised list will be mailed to Council members prior to the December meeting.

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the

President

CNM:lsg

Minutes  
University Council Meeting  
December 7, 1992

Dr. McComas called the meeting to order at 3:05 p.m.

Present: J. McComas, T. Goodale, R. Smoot, G.E. Russell, A. Swiger, R. Sorensen, S. Crumwell (for J. Buffer), G.W. Clough, G. Brown, S.J. Ritchey, J. Eustis, C. Stott, D. DeWolf, M. Sporakowski, R. Olin (for A. McNabb), H.B. Miller (for P. Feret), R. Daniel, J. Falkinham, G. Holtzman, J. Ficenec, T. Rakes, M. Murray (for A. Snoke), D. Smith, D. Hewitt, K. Kubin, P. Miller, F. Thye, J. Robertson, L. Richardson, K. Martin, X. Jackson, C. Pinder, F. Phillips, C. Cox, M. Murray, T. Higgins, K. Kahn, J. Darnell, T. Snead, M. Mottley, C. Daniels

Guests: Bill Burleson, Spectrum; Marilyn Norstedt, Faculty Senate; Pat Hyer, Office of the Provost; Susan MacDonald, Office of the Provost

Absent: E.F. Carlisle, C. Morton, P. Torgersen, L. Blythe, E. Stout, P. Eyre, J. Robinson, J.S. Tlou, J. Rothschild, G. Bunce, N. Dodl, R. Heller, A. Townsend, M. Jackson, M. Belsley

1. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

2. Approval of Council Minutes of November 2, 1992

The University Council minutes from the meeting of November 2, 1992 were approved with corrections.

3. In successive motions, Council approved the minutes of the following meetings.

a. Commission on Classified Staff Affairs, September 24 and October 7, 1992.

b. Commission on Faculty Affairs, September 25, October 23, and November 6, 1992.

c. Commission on Graduate Studies and Policies, October 7, 1992.

Dr. Sporakowski noted the ongoing and controversial discussion of proposed parking privileges for graduate teaching assistants, i.e. whether or not paid graduate students should have legitimate access to faculty/staff parking. He did not anticipate a resolution to this issue any time soon.

d. Commission on Research, September 23, October 14, and October 28, 1992.

e. Commission on Student Affairs, October 15 and November 5, 1992.

f. University Advisory Council on Human Rights and Social

Responsibility, September 29, 1992.

#### 4. For Information Only

##### a. Revisions to the Faculty Handbook

Ms. Susan MacDonald, Research Associate in the Office of the Provost, spoke about the current inconsistencies in the July 1, 1992, edition of the Faculty Handbook, which principally result from the various changes to the university's governance system. She noted examples of some of the necessary revisions, including title changes, changes in nomenclature from the use of "extracollegiate" to "non-college based" faculty, the minor revisions necessitated by the creation of the College of Forestry, as well as other more substantive changes. When Dr. DeWolf inquired whether all further corrections would require Council's approval, Dr. McComas responded that while all substantive changes, such as changes to the faculty grievance procedures, should certainly come before Council for approval, the more routine changes in terminology could be made by common consensus. Ms. MacDonald asked Council members to notify her directly, preferably in writing, about additional changes that should be made to the Faculty Handbook.

#### 5. Announcements

Dr. McComas spoke at length about SCHEV's proposed restructuring of higher education. He noted that while the Commonwealth of Virginia faces the same challenges as other states in terms of funding entitlement programs, this state will also have to effectively educate an inordinately large influx of college students. Dr. McComas expressed concern about some of the preliminary proposals made by the State Council of Higher Education to absorb the expected increase of approximately 65,000 students, while providing little additional resources to Virginia's colleges and universities. He also questioned SCHEV's proposal to decrease research funding for higher education, and stressed the importance of research -- not only for the three principal research universities in Virginia, but also for the state's entire economy. Dr. McComas added that Virginia Tech has not done a good job in communicating the importance of research, especially to undergraduates who could become more involved in research well before graduate school.

Dr. McComas then described several other components of the SCHEV plan, including the proposed discontinuance of remedial programs at public universities and the extremely negative effects this will have for the urban universities and the predominantly black institutions. On a more positive note, he stated that the SCHEV plan would allow universities to recover more of the overhead that is currently returned to the state, and would also provide universities more internal control over managing fees. He added, however, that any potential increase in revenue as a result of these changes would be more than offset by the increase in support for the influx of new students. In closing, Dr. McComas stressed the importance of compiling a cooperative statement to present to the State Council on Higher Education before their vote in January, advocating more internal control over the management of increasing numbers of students and decreasing resources.

Dr. McComas updated Council on the various searches in progress, including the newly opened search for the Dean of the College of Arts and Sciences, to be chaired by Dr. Carlisle. He added that Dr. Carlisle is now negotiating the final candidate for the

position of Vice Provost for Outreach and International Programs.

On the subject of the Hotel Roanoke, Dr. Smoot informed Council that fundraising efforts are on schedule, with a final assessment due in January as to whether sufficient funding will be available to move forward with the proposed renovations. He noted that even though fundraising activities have produced substantial support, the property will be sold if insufficient funds are raised to support the projected restoration.

Dr. McComas addressed the importance of the university's global outreach efforts in order to remain nationally and internationally competitive. He highlighted the need to "internationalize" the curriculum, and to develop liaisons with businesses and organizations worldwide.

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the President

CNM:lsg

## Minutes

University Council Meeting  
January 18, 1993

Dr. McComas called the meeting to order at 3:00 p.m.

Present: J. McComas, C. Morton, E.F. Carlisle, M. E. Ridenour, E.R. Stout, R.D. Smoot, L. Cross (for T.G. Goodale), E.L. Blythe, G.E. Russell, L.A. Swiger, R.E. Sorensen, T. Hunt (for J. J. Buffer), G.N. Brown, S.J. Ritchey, J.E. Eustis, C.A. Stott, D.A. DeWolf, M.J. Sporkowski, J.F. Robinson, A. McNabb, P.P. Feret, R.W. Daniel, G.I. Holtzman, J.R. Ficenece, J.A. Snoke, L. Geyer, D.W. Smith, R. Bambach (for D.A. Hewitt), K.W. Kubin, R.A. Heller, L.B. Richardson, K.H. Martin, C.A. Pinder, F.E. Phillips, C.B. Cox, T. Higgins, B. Tatarka, K. Kahn, C. Daniels, J. Darnell, T. Snead

Guests: P. Hyer, Office of the Provost; B. Burleson, Spectrum

Absent: P.E. Torgersen, C.W. Steger, H.K. Doswald, G.W. Clough, P. Eyre, J.S. Tlou, J. Rothschild, E.E. Bunce, T.R. Rakes, R.F. Olin, P.A. Miller, N.R. Dodl, F.W. Thye, J.L. Robertson, X.D. Jackson, M.B. Murray, K. Mottley, M. Belsley, M. Jackson

### 1. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

### 2. Approval of Council Minutes of December 7, 1992

The University Council minutes from the meeting of December 7, 1992 were approved as submitted.

### 3. New Business

Dr. DeWolf noted the Proposed Revision of the Faculty Grievance Procedure has been an ongoing process for several years and it is likely that more revisions will be made. Dr. Ken Martin noted that it appeared as if a minimum of one year would be required to resolve a case under the proposed guidelines. He expressed concern over possible problems that Virginia Cooperative Extension Service (VCES) employees could face as a result of their location away from campus. He noted that a committee will be formed, at a later date, to draft grievance procedures for professional and administrative personnel which will replace the current procedure and asked that anyone who serves on that committee be alert to the problems which distance could pose on individuals such as the VCES employees.

Dr. Richard Bambach responded that he does not believe the procedures will move more quickly with new procedures for professional and administrative personnel than with the current guidelines. He explained that grievances normally do not go all the way to the presidential level and are often resolved in much less than a year. Dr. McComas suggested that ways of reducing this time frame should continue to be researched.

The resolution carried forward for a second reading.

4. In successive motions, and after brief discussions, Council approved the minutes of the following meetings:

a. Commission on Classified Staff Affairs, November 11, 1992

Mr. Stott spoke on several issues of importance. The Commission is looking for ways to show both appreciation and recognition for the contributions of staff employees, both as individuals and through their collective actions. They are also working on recognizing participation of staff employees in the governance structure -- possibly as part of their performance evaluation. This is a plan to provide incentive for people to take part in the governance system. The Commission is also working toward the possibility of a forum on communications within the University. More information will be shared at a later date.

b. Commission on Faculty Affairs, November 20, 1992

c. Commission on Graduate Studies and Policies, October 21, 1992

d. Commission on Undergraduate Studies, October 12, and October 26, 1992

5. For Information

Dr. McComas updated the group on what has transpired with SCHEV's proposed restructuring of higher education and discussed at length the implications and history of the SCHEV proposal. He observed that Virginia universities have already gone through a great deal of restructuring during the last few years with the budget reductions -- the operating budget for the instructional program is now \$14 million less than it was three years ago. While Virginia Tech has added back most of the lost faculty positions, there are fewer secretaries and custodians and fewer dollars to provide money for copying, hand-outs, instructional materials, and field trips. Thus, there is a significant reduction in support for the instructional program. Dr. McComas recounted numbers of positions lost and other reductions in areas across the campus.

He stressed that the problem was not the refinement of the proposal, but the underlying assumptions that Virginia universities could absorb 10,000 new students in the next biennium, plus another 55,000 students after that, with essentially no new faculty. Doctoral institutions would be expected to absorb about 4,000 of the 10,000 new students in the next biennium (about 1,000 to 1,200 at Virginia Tech) with no new faculty or support staff. Dr. McComas stressed that this is not just an issue affecting the three research universities, but it will also have a significant impact on the community colleges and regional universities. The Council of Presidents are even more concerned about absorbing the other 55,000 students over the following few years. He stated that it will put Virginia at a disadvantage with peer institutions around the country as Virginia is already 43rd in the nation in the amount spent per student. Dr. McComas noted that at an early January meeting, Dr. Davies did agree with most of the changes recommended by the Council of Presidents, but did not change the philosophy that there would be essentially no new faculty in the foreseeable future.

The meeting adjourned at 3:50 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant  
to the President

CNM/bjl

## Minutes

University Council Meeting  
February 1, 1993

Dr. McComas called the meeting to order at 3:00 p.m.

Present: J. McComas, C. Morton, J. Wolfe (for E.F. Carlisle), A. Spencer (for M. Ridenour), M. Williams (for E. Blythe), T. Tillar (for G. Russell), C. Steger, G. Crofts (for H. Doswald), R. Sorensen, T. Hunt (for J. Buffer), G. Brown, S. Ritchey, J. Marchman (for W. Clough), H. Burkhardt (for G. Brown), P. Eyre, J. Eustis, C. Stott, D. DeWolf, M. Sporakowski, J. Robinson, A. McNabb, R. Daniel, G. Bunce, J. Ficenec, J. Snoke, L. Geyer, D. Smith, D. Hewitt, P. Miller, K. Kubin, N. Dodl, R. Heller, L. Richardson, K. Martin, C. Cox, M. Murray, B. Tatarka, G. Nolan (for K. Kahn), J. Fisher (for K. Mottley), M. Jackson, C. Daniels, J. Darnell, T. Snead, Bob Olin.

Guests: P. Hyer, Office of the Provost; B. Burleson, Spectrum; M. Hurd, President, Residence Hall Federation; E. Brown, CUS; P. Rony, Department of Chemical Engineering

Absent: E. Stout, R. Smoot, T. Goodale, L. Swiger, P. Feret, J. Tlou, J. Rothschild, G. Holtzman, T. Rakes, F. Thye, J. Robertson, X. Jackson, C. Pinder, F. Phillips, T. Higgins, M. Belsley

### 1. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

### 2. Approval of Council Minutes of January 18, 1993

The University Council minutes from the meeting of January 18, 1993 were approved as submitted.

### 3. New Business

\* Dr. deWolf noted that the University Committee on Equal Opportunity and Affirmative Action Statement of Purpose and Responsibilities came before the Commission on Faculty Affairs and, after the usual consultation and discussion, was approved by CFA. The resolution carried forward for a second reading.

\* Dr. Daniel noted that the Awarding a Certificate of Recognition for Additional Major has been tabled since 1987. He explained that approximately 200 students per year would be eligible for one of these certificates. We could actually implement this procedure in time for the 1993 graduation since the certificates could be printed on campus. The resolution carried forward for a second reading.

### 4. Ongoing Business

Dr. DeWolf reiterated that the Proposed Revision of the Faculty Grievance Procedure has been an ongoing process for several years and it is likely that more revisions will be made in the future. However, at the present time, the 1987 proceedings are the ones on the books legally (legal in the University context). The current revision has gone through all the customary University procedures and Dr. DeWolf feels that grievants would prefer the present revised set of grievances, although incomplete in the eyes of some, rather

than the old ones, currently on the books.

Having been a participant in the grievance procedure, Dr. Peter Rony expressed his concern that that the new revisions are flawed. He expressed concern over the new procedures not pursuing the scope of possibilities which he feels the faculty at this University deserve. He expressed further concern that attempts had been made to "slip this new procedure" through, and that University Council has a responsibility to communicate with all faculty on this legal matter. Dr. Rony expressed his hopes that University Council will not pass the grievance procedure in its present form.

Dr. Jerry Robinson expressed his concerns regarding the difficulties that might be forthcoming if errors (which he cited) are not corrected in the grievance procedures.

Dr. Leon Geyer responded that the Commission on Faculty Affairs has the responsibility, under the Faculty Handbook and the Constitution, to come forward with a grievance procedure. Dr. Geyer pointed out that the policy was currently before the Council for discussion, not the procedures. The procedure section addresses the actual steps of a grievance and that section belongs to the Faculty Senate, not to University Council. He stated that the CFA had studied the document well over a year ago, made many changes, and reprocessed the document through the formulation. After that, another CFA took a look at the new draft and spent time deliberating and debating this issue. Dr. Geyer pointed out that the majority of CFA are faculty members and did have input into this document.

Dr. Geyer noted that the Faculty Senate revised its grievance procedures in 1991 and will once again revise its procedures to respond to this document. He further described the responsibilities of the Reconciliation Committee and the Faculty Review Committee.

Dr. Geyer also attempted to clarify several other issues of concern and Dr. DeWolf spoke to the length of time it might take to resolve a grievance.

After much discussion from members of the Council, a motion was made to defer this important subject to the next meeting at which time the Commission on Faculty Affairs will bring back a revised edition of the Grievance Procedures.

4. In successive motions, and after brief discussions, Council approved the minutes of the following meetings:

- a. Commission on Faculty Affairs, December 18, 1992.
- b. Commission on Research, December 9, 1992.

Anne McNabb spoke on several issues of importance: (1) the Intellectual Properties Committee, which is the only committee formally reporting to the Commission on Research, produced a document defining its reporting relationship; and (2) a document on misconduct in scholarly activities (required of all institutions receiving federal money) will be coming before University Council in the near future.

5. For Information

Dr. McComas addressed the article which recently appeared in The Washington Post on the Center for Innovative Technology. Despite the fact that the only major accomplishment discussed in the article was the UVa project on diabetes, Dr. McComas assured us that

many more activities have been conducted. Virginia Tech has done approximately \$11M of contracted research. This research has brought economic development to the Commonwealth by generating an accompanying \$30M from private industry and the federal government. Dr. McComas pointed out that the Center for Innovative Technology is just now reaching the point where it can really make a difference and where the dollars invested are beginning to pay off.

Dr. McComas discussed the support that extension amendments have received at the General Assembly. It is still unknown whether or not Virginia Tech will get the full funding of \$3.4M. If the full amount is not received, another round of budget reductions may occur. Dr. McComas reiterated that all-in-all, there has been good feedback from officials concerning extension's performance and potential.

Dr. McComas informed the members of Council that the State Council report will not be acted upon at this particular time. Therefore, there is time to pursue both the long-term strategy as well as addressing the near-term concerns. He noted that a larger meeting would be held in which all the Boards of Visitors from the affected universities might meet with the State Council and discuss concerns.

Dr. Peter Eyre noted that the College of Veterinary Medicine has received the bids for their new building and that they are still trying to get state support for the Equine Center.

Ms. Ann Spencer stated that there will be a review of the Key Advantage Program performed by an independent consultant. She noted that Mr. Ridenour is working on a Standing and Expanded Benefits Advisory Group which will include employee representatives throughout the state. Anyone who has concerns or feedback regarding Key Advantage may forward them to Mr. Ridenour or Dr. McComas.

#### 6. Announcements

Dr. McComas reminded Council that there will be no meeting on February 15, 1993 due to the Board of Visitors meeting. The next scheduled Council meeting is March 1, 1993.

The meeting adjourned at 4:12 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the  
President

CNM/bjl

## Minutes

University Council Meeting  
April 5, 1993

Dr. McComas called the meeting to order at 3:15 p.m.

Present: J. McComas, C. Morton, E.F. Carlisle, A. Spencer (for M. Ridenour), R. Smoot, T. Goodale, G. Russell, C. Steger, L. Swiger, H. Bonham (for R. Sorensen), J. Buffer, G. Clough, G. Brown, S. Ritchey, J. Eustis, D. DeWolf, M. Sporkowski, A. McNabb, R. Daniel, J. Ficenece, T. Rakes, J. Snoke, R. Olin, L. Geyer, D. Smith, D. Hewitt, P. Miller, K. Kubin, N. Dodl, R. Heller, F. Thye, L. Richardson, K. Martin, C. Pinder, F. Phillips, C. Cox, M. Murray, T. Higgins, B. Tatarka, K. Kahn, R. Stephenson (newly elected), T. Gabel (newly elected).

Guests: P. Hyer, Office of the Provost; B. Burleson, Spectrum; Tim Schell, GSA; Janet Johnson, Acting Associate Provost for Research

Absent: E. Stout, E. Blythe, H. Doswald, P. Eyre, C. Stott, J. Robinson, J. Tlou, J. Rothschild, E. Bunce, G. Holtzman, J. Robertson, X. Jackson.

### 1. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

### 2. Approval of Council Minutes of February 1, 1993

The University Council minutes from the meeting of February 1, 1993 were approved as submitted.

### 3. First Reading, Task Force on Resolutions Concerning Administration and Professional Faculty.

Dr. Pat Hyer and Ms. Ann Spencer presented the resolution concerning Administrative and Professional Faculty, a resolution which would effect approximately 600 individuals at this time. The Task Force is studying three areas related to these individuals: representation of this group in the governance structure, a grievance process separate from the grievance process of instructional faculty, and terms and conditions of employment. This resolution could create a Commission on Administrative and Professional Faculty Affairs, as well as change the membership of the Commission on Public Service and Extension. It would also result in added representation on other commissions. A concerned member of Council expressed his interest in seeing all groups on campus being represented in the governance structure. He was concerned about the approach taken to bring this resolution directly to university council instead of it going first to a commission. He thought it should have been presented to each commission that would be affected by the proposal. Dr. Hyer and Dr. deWolf assured the Council that the packet of information was presented to all commissions, and that the commissions involved did endorse (as well as debate) the issue.

### 4. First Reading, Commission on Research, Procedures for Allegations of Misconduct in Scholarly Activities.

Dr. Janet Johnson, Acting Associate Provost for Research, explained that all institutions receiving federal funding, specifically from NIH and NSF, must have on file, and in place, a procedure for handling

allegations of misconduct in science activities (broadened now to include misconduct in scholarly activities). The procedure, a four-step procedure as outlined in the Council of Graduate Schools, consists of the inquiry phase, the investigative stage, the disposition, and the appeal. This would be a six-month process at the maximum. This resolution has come from the Commission on Research and also has been endorsed by the Commission on Faculty Affairs.

5. First Reading, Commission on Faculty Affairs, Proposed Revision of Handbook 1.4.12.2 Faculty Review Committee.

Dr. David deWolf explained to Council that this resolution would enable the Faculty Review Committee to include a minimum of two faculty members from each college and two from the library, with additional members appointed in direct proportion to college representation in the Faculty Senate. The Faculty Senate president would also be allowed to appoint an appropriate number of tenured faculty members to complete the membership of the review committee.

6. Second Reading, Commission on Faculty Affairs Resolution 1992-93C, University Committee on Equal Opportunity and Affirmative Action Statement of Purpose and Responsibilities, First Reading, February 1, 1993.

Dr. David deWolf moved approval of the resolution. The resolution passed.

7. Second Reading, Commission on Undergraduate Studies 86-87G, Awarding a Certificate of Recognition for Additional Major, First Reading, February 1, 1993.

Dr. Ron Daniel moved approval of the resolution. The resolution passed.

8. Second reading of the Proposed Revision of the Faculty Grievance Procedure.

Dr. David deWolf pointed out that the most important statement of the policy and procedure addressed the fact that a clause has been included in the revision requiring the procedure to be studied carefully within 24 months, making this an ongoing procedure. Dr. David deWolf moved approval of the resolution. The resolution passed.

9. In successive motions, and after brief discussions, Council approved the minutes of the following meetings:

a. Commission on Faculty Affairs, January 8 and January 22, 1993.

b. Approval of the minutes of the Commission on Graduate Studies and Policies, November 18, January 20, February 3, and February 17, 1993.

c. Approval of the minutes of the Commission on Research, February 10, 1993.

d. Approval of the minutes of the Commission on Undergraduate Studies, December 14, 1992, January 25, and February 8, 1993.

10. For Information

\* Ken Kahn, president of the Graduate Student Assembly, discussed the Graduate Student Parking Issue. Kahn provided the history of the issue by saying that every year when the

parking issue is brought forth, the Parking and Transportation Committee has tabled it. He feels the committee is unwilling to work with the graduate students, or any student constituency, to try and develop a comprehensive package that would benefit all parking constituencies. In October 1992, the Graduate Student Assembly unanimously passed a resolution supporting privileged parking for graduate students. It went to the Commission on Student Affairs and was approved. The idea being that students on assistantship should have some form of privileged parking as they are state employees and deserve the same consideration as other employees. Dr. James McComas responded by saying this issue was not simple and easy because of the limited number of spaces available now. Dr. McComas will appoint a committee, made up of all the involved parties, to study the issue and respond to it.

\* Dr. Cornel Morton announced that we have made plans for a make-up meeting on April 12 if there is a need for it.

#### 11. Question/Answer Session

\* Discussion ensued between Dr. Arthur Snoke, Dr. Leon Geyer, and Dr. Cornel Morton regarding restaffing council, committees, commissions. Some suggestions were made regarding methods for effecting smoother transition in these areas.

#### 12. Announcements

\* Dr. Morton introduced Dr. Barbara Brown, Provost and Dean of Women Faculty at Livingstone College. Dr. Brown is an ACE Fellow, currently completing a fellowship at Queens College in Charlotte, North Carolina. She will be here at Virginia Tech for the next two weeks interviewing selected faculty, staff, and administrators while completing an internship.

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the President

CNM/bjl

## Minutes

University Council Meeting

May 3, 1993

Revised on September 14, 1993

Dr. McComas called the meeting to order at 3:03 p.m.

Present: J. McComas, C. Morton, E.F. Carlisle, A. Spencer (for M. Ridenour), E. Stout, T. Goodale, M. Williams (for E. Blythe), G. Russell, C. Steger, L. Swiger, R. Bates (for H. Doswald), R. Sorensen, S. Crumwell (for J. Buffer), W. O'Brien (for G. Clough), S. Ritchey, P. Edwards, C. Stott, D. DeWolf, M. Sporakowski, A. McNabb, H. Miller, R. Daniel, J. Ficenec, T. Rakes, J. Snoke, R. Olin, L. Geyer, D. Smith, D. Hewitt, K. Kubin, S. Crumwell (for N. Dodl), F. Thye, L. Richardson, K. Martin, C. Pinder, J. Darnell

Guests: P. Hyer, Office of the Provost; B. Burleson, Spectrum; A. McDaniel, Registration & Calendar Committee; Laurie Martinson, EVP & Budget Office.

### 1. Adoption of Agenda

The agenda was amended when Dr. Harlan Miller distributed a resolution from the Committee on Student Affairs regarding the University Calendar; Ms. Bobbi Lowe distributed minutes containing important calendar criteria from the Commission on Undergraduate Studies for the March 22 and April 12 meetings; and Dr. E. Stout passed out new, revised copies of the Commission on Research Resolution 92-93C and 92-93A which were appearing as New Business items on the agenda.

A motion was then made and seconded to approve the agenda as updated. The motion passed.

### 2. Approval of Council Minutes of April 5, 1993

The University Council minutes from the meeting of April 5, 1993 were approved as submitted.

### 3. First Reading, Commission on Faculty Affairs Resolution 1992-93E, Proposed Revision of Handbook to Approve Promotions from Extra-Collegiate Instructor in the Library to the Rank of Assistant Professor.

Before explaining the resolution, Dr. David deWolf requested that University Council waive second reading and vote to adopt the policy during this final meeting. Dr. deWolf explained that this resolution dealt with promotion from instructor to assistant professor as applied to the library faculty. The proposed revision provided that extra-collegiate instructors in the library may be recommended for promotion to assistant professor by the director of University Libraries with the approval of the Vice President for Information Systems, the Provost, the President, and the Board of Visitors. Promotion above the rank of assistant professor and continued appointment would continue to be reviewed by the University Promotion and Continued Appointment Committee for Extra-collegiate Faculty. The resolution passed.

### 4. First Reading, Commission on Research Resolution 92-93A, Termination Procedures for Research Faculty.

Before explaining the resolution, Dr. Anne McNabb requested that University Council waive second reading and vote to adopt the policy during this final meeting. Dr. Anne McNabb noted that this resolution is intended to deal with removal for just cause such as unacceptable or unsatisfactory performance, ethical misconduct, etc. Dr. McNabb discussed the procedure and all of its steps, including avenues of appeal, ultimately decided by the Provost. The resolution passed.

5. First Reading, Commission on Research Resolution 92-93C, Grievance Procedures for Research Faculty.

Before explaining the resolution, Dr. Anne McNabb requested that University Council waive second reading and vote to adopt the policy during this final meeting. Dr. McNabb explained that this resolution would address grievance procedures for research faculty. The proposed procedures provide four steps to the formal process, but do not include a hearing by the Faculty Review Committee. The resolution passed.

6. First Reading, Commission on Student Affairs Resolution, University Calendar.

Before explaining the resolution, Dr. Harlan Miller requested that University Council waive second reading and vote to adopt the policy during this final meeting. Dr. Miller explained that the resolution came to the Commission on Student Affairs from the Council of International Student Organizations and asked that the University Planning Calendar reflect the diverse student body, faculty, and staff by adding various religious holidays. Discussion ensued among several members of University Council regarding the complex business of deciding which holidays should be considered major. University Council decided to ask the Calendar Planning Committee to use its discretion in listing major religious holidays on the various calendars so that events, such as tests, would not be scheduled on major holidays. University Council felt that since this was a very sensitive issue, it needed more discussion and, therefore, Council voted to refer the resolution back to the calendar committee for further study.

7. Second Reading, Resolutions Concerning Administrative and Professional Faculty.

Dr. Pat Hyer explained that this resolution would result in the creation of a new Commission on Administrative and Professional Faculty. This resolution would amend the charge to the Commission on Faculty Affairs so that it no longer has jurisdiction over policies and procedures related to Administrative and Professional (A&P) Faculty. It would also amend the membership of other commissions to include at least one representative of the professional faculty elected from the professional faculty at large, just as the collegiate faculties, classified staff, undergraduate and graduate representatives are included on the full range of commissions. Dr. deWolf requested an amendment limiting the election of A/P Faculty representatives to all commissions, except the new Commission on Administrative and Professional Faculty Affairs, to professional faculty members only. The concern raised was based on the fact that deans and other administrative faculty are already well represented on the commissions by virtue of their positions. Two additional members of the Extension or Public Service Professional faculty were added as members of the Commission on Public Service and Extension. Dr. Jerry Robinson requested an amendment to leave two Faculty Senate representatives on the Commission on Public Service and Extension; the original resolution called for reducing this to one representative.

Proposed changes to the Faculty Handbook concerning employment policies for administrative and professional faculty were then reviewed. Dr. Tom Goodale requested a minor amendment to the section concerning assignment of rank that would allow A/P Faculty to receive a promotion bonus if the academic department with which they were affiliated recommended a promotion in faculty rank based on their contribution to the academic program.

The resolution and all of its amendments were voted upon and the resolution passed.

8. Second Reading, Commission on Research Resolution 92-93B, Procedures for Allegations of Misconduct in Scholarly Activities.

Dr. Anne McNabb moved approval of the resolution. The motion passed.

9. Second Reading, Commission on Faculty Affairs Resolution 1992-93D, Proposed Revision of Handbook 1.4.12.2 Faculty Review Committee.

Dr. David deWolf moved approval of the resolution. The motion passed.

10. In successive motions, and after brief discussions, Council approved the minutes of the following meetings:

a. Approval of the minutes of the Commission on Faculty Affairs, February 12 and March 5, 1993.

b. Approval of the minutes of the Commission on Graduate Studies and Policies, March 17, 1993. Minutes from April 7, 1993 were delivered to Ms. Lowe too late for the regular mailing. Therefore, these minutes were distributed at the Council meeting and were subsequently approved.

c. Approval of the minutes of the Commission on Research, February 24, 1993. Minutes from the March 24, 1993 were delivered to Ms. Lowe too late for the regular mailing but they were distributed at the Council meeting and were subsequently approved.

d. Approval of the minutes of the Commission on Undergraduate Studies, February 8, February 22, March 22, and April 12, 1993.

e. Approval of the minutes of the Advisory Council on Strategic Budgeting and Planning, November 6, November 20, December 4, and December 18, 1992; January 8, January 22, February 5, February 19, March 5, and March 19, 1993.

11. For Information

Dr. McComas informed the Council about a meeting scheduled for the Rector of the Board of Visitors to meet with State Council in mid-May. This will be a follow up to Virginia Tech's request to meet with State Council at least two times during the year. The outcome of this meeting will be shared with various groups.

12. Announcements

Dr. Leon Geyer introduced Dr. David deWolf as the new Faculty Senate President.

Dr. McComas invited all the members of University Council to express their appreciation to Dr. Leon Geyer for his wonderful

contributions. He also led a warm welcome for Dr. deWolf.

### 13. Question/Answer Session

A member of University Council raised a question regarding the Key Advantage Program which was last discussed at the February University Council Meeting. At that time, the discussion was related to an independent consultant who would conduct a study of this program and issue a report on the program. Ann Spencer shared that there was no current information on this issue but that an ad hoc committee was studying the situation.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the President

CNM/bjl

Minutes  
University Council Meeting  
September 14, 1992

Dr. Carlisle called the meeting to order at 3:05 p.m.

Present: C. Morton, E.F. Carlisle, M. Ridenour, E. Stout, R. Smoot, T. Goodale, E. Blythe, G.E. Russell, D. McAlister (for C. Steger), L. Swiger, H. Doswald, T. Bonham (for R. Sorensen), J. Buffer, G.W. Clough, G. Brown, S.J. Ritchey, P. Eyre, J. Eustis, C. Stott, D. DeWolf, G. Holtzman, J. Ficenec, T. Rakes, A. Snoke, R. Olin, D. Smith, D. Hewitt, P. Miller, K. Kubin, R. Heller, L.J. Taper (for F.Thye), J. Robertson, L. Richardson, K. Martin, X. Jackson, C. Pinder, F. Phillips, C. Cox, M. Murray, T. Higgins, K. Kahn, K. Mottley, M. Belsley, M. Jackson, J. Darnell, T. Snead

Guests: R. Geoffrey Avery, SGA

Absent: J. McComas, C. Forbes, A. McNabb, P. Feret, G. Bunce, D. Dodl, A. Townsend

1. Welcome and Introductions

Dr. Carlisle opened first University Council meeting of the 1992-93 academic year by welcoming new and returning members. He invited each person to introduce himself/herself and state his/her university affiliation. Dr. Carlisle then spoke briefly about the role of University Council, describing how the increased size of Council is intended to promote greater participation among the broader university community in university governance.

2. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

3. Approval of Council Minutes of May 4, 1992.

The University Council minutes of the meeting of May 4, 1992 were approved as submitted.

Dr. Martin inquired about the nature of the changes that were made to the Family Leave Policy subsequent to Council's approval of this resolution at the May 4 meeting. Dr. Carlisle responded that the minor changes resulting from Council's discussion of the policy will appear in Policy Memo 132, which contains the full text of the resolution on family leave.

4. In successive motions, Council approved the minutes of the following meetings.

a. Commission on Research, February 26 and April 8, 1992.

b. Commission on Student Affairs, April 2, 1992.

5. For Information

a. Minutes of the Communications Resources Committee, April 29,

1992.

b. Minutes of the Computer Committee, April 1, 1992.

c. Minutes of the University Library Committee, March 18, 1992.

Ms. Eustis announced that the results of spring library survey will be published in several upcoming issues of Spectrum.

#### 6. Question/Answer Session

Dr. Heller inquired whether the Office of the Provost would be issuing a statement in favor of accommodating students during religious holidays, as had been done last year. Dr. Carlisle responded that the Provost's Office would not be issuing a similar statement this fall. However, he did note that the President had recently sent a letter identifying the main Jewish holidays to all faculty.

In reference to the distribution of committee minutes, Dr. Snoke inquired whether Council would in the future be reviewing these minutes, or whether committees would report their minutes directly to the commissions to which they report. Ms. Good stated that she would pursue this matter further and report her findings during the October 5 meeting.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the  
President

CNM:lsg

Minutes  
University Council Meeting  
October 5, 1992

Dr. McComas called the meeting to order at 3:05 p.m.

Present: J. McComas, C. Morton, E.F. Carlisle, E. Stout, T. Goodale, E. Blythe, T. Tillar (for G.E. Russell), H. Doswald, R. Sorensen), N. Dodl (for J. Buffer), G. Brown, S.J. Ritchey, P. Eyre, J. Eustis, C. Stott, D. DeWolf, M. Sporakowski, A. McNabb, P. Feret, R. Daniel, G. Holtzman, J. Ficenec, T. Rakes A. Snoke, R. Olin, D. Smith, D. Hewitt, K. Kubin, R. Heller, J. Johnson (for F.Thye), J. Robertson, K. Martin, X. Jackson, C. Pinder, C. Cox, M. Murray, T. Higgins, K. Mottley, M. Belsley, M. Jackson, T. Snead

Guests: Bill Burleson, Spectrum; Michael Hurd, Residence Hall Federation

Absent: M. Ridenour, P. Torgersen, R. Smoot, C. Steger, G.W. Clough, J. Robinson, P. Miller, F. Phillips, J. Darnell, G. Bunce, A. Townsend, K. Kahn

1. Adoption of Agenda

A motion was made and seconded to approve the agenda as submitted. The motion passed.

2. Approval of Council Minutes of September 14, 1992.

The University Council minutes of the meeting of September 14, 1992 were approved with corrections.

3. In successive motions, Council approved the minutes of the following meetings.

- a. Commission on Graduate Studies, April 15, 1992.
- b. Commission on Faculty Affairs, April 24, 1992.
- c. Commission on Student Affairs, April 16 and July 23, 1992.
- d. Commission on Undergraduate Studies, April 27, 1992.

4. Announcements

Prefacing his remarks about the importance of promoting the needs of higher education to the executive and legislative branches of state government, Dr. McComas discussed several unanticipated expenditures that the university must deal with, including responding to the new storm sewer law (now a requirement in the Commonwealth). This will involve the short-term improvement of on-campus drainage systems, and the longer-term resolution of surface water problems between the town and university. He also stated that the passage of the American Disabilities Act (ADA) of 1990 will eventually require that all university programs be made accessible to persons with all types of physical disabilities. The ADA mandates that all new university construction and

renovation be designed for access by the disabled. Dr. McComas also mentioned that the university controls several underground storage tanks that must be brought up to current environmental standards. In discussing other university needs, Dr. McComas highlighted the importance of faculty and staff salary increases. He then described the university's state-wide efforts to promote passage of the bond referendum, such as a letter-writing campaign to Virginia Tech's 65,000 alumni. He urged that the entire university community work together to ensure a favorable outcome to the bond referendum.

Mr. Mottley described to Council the efforts that the Student Government Association has made toward increasing student voter registration. He estimated that well over 1,000 new students were registered as a direct result of just two on-campus voter-registration drives.

Dr. McComas reported that even though surveys indicate that higher education is highly valued in the Commonwealth, there have been some recent negative criticisms about the way universities are run -- particularly with regard to the perceived tension between research and teaching. Dr. McComas spoke about the importance of recognizing and addressing these issues so that universities can more effectively communicate the dual importance of undergraduate education and graduate education/research. In particular, Dr. McComas discussed the increasing importance of university-based research, especially as this country moves away from a defense-based economy.

#### 5. Question/Answer Forum

Dr. Kubin requested clarification of a recent letter concerning the "reappointment" of tenured faculty. Dr. Carlisle responded that the letter erroneously include the word "reappointment," and future annual letters would merely confirm a tenured faculty member's status and annual salary. Dr. McComas added that there has been no change in the university's philosophy about tenure.

Dr. Snoke inquired about the submission of committee minutes to University Council. Ms. Good reported that committee minutes should be sent to the principal commission to which that committee reports. Commissions would then decide whether or not to append those minutes to the commission minutes that are sent to University Council for approval. Dr. Snoke suggested that a chart listing those reporting relationships be developed and circulated to each commission and committee chair.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Cornel N. Morton  
Executive Assistant to the  
President

CNM:lsg