

University Council Minutes

September 20, 1999

Present: Landrum Cross, Peter Eyre, Eileen Hitchingham, Jennie Reilly, Janet Johnson, Max Stephenson (for Paul Knox), Peggy Meszaros, Carole Nickerson, Len Peters, Minnis Ridenour, Mode Johnson (for Ray Smoot), Rich Sorensen, Charles Steger, Bill Stephenson, Andy Swiger, Tom Tillar, Pat Hyer, Mitzi Vernon, Richard Veilleux (for Julia Beamish), Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Richard Bambach, Kamal Rojani, Paul Metz, Tim Pratt, John Hillison, Rebecca Crittenden, Sam Hicks, Pat Devens, Suzanne Murrmann, John Seiler, Rodney Gaines, Jovette Gadson, Pete Martens, Donna Cassell, Anita Haney, Aaron Hill, Delbert Jones, Kimberly DeGuise, Tomoya Ochinerio, Shawn Breck, Drew Lichtenberger, Taj Mahon-Haft, Aaron McClung, Peter Zippelius

Absent: Bob Bates, Erv Blythe, Greg Brown, Ben Dixon, Paul Torgersen, Cindy Harrison, Skip Fuhrman, Deborah Mayo, Dan Connolly, John Randolph, Bernard Feldman, Benjamin Poe, Dan Palmer, Laurie Steneck

Guests: David Ford, Laurence D. Moore, Linda Price

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of May 3, 1999

Dr. Meszaros noted that the minutes from the May 3, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. Introductions

Dr. Meszaros shared with members and guests that Dr. Torgersen is teaching his class today. Each person present introduced themselves.

4. Council approved a packet of Commission minutes comprised of:

- o Commission on Classified Staff Affairs March 10, 1999
- o Commission on Classified Staff Affairs April 14, 1999
- o Commission on Classified Staff Affairs May 12, 1999
- o Commission on Faculty Affairs April 23, 1999
- o Commission on Outreach May 10, 1999
- o Commission on Outreach June 2, 1999
- o Commission on Student Affairs April 29, 1999
- o Commission on Student Affairs September 2, 1999

5. For Information Only

It was noted that the minutes of the University Advisory Council on Strategic Budgeting and Planning for May 6, 1999 and August 11, 1999, were distributed for information only.

6. Announcements

Reports from Commission Chairs

Introduction of commission chairs and report from the chairs regarding their activities for the year.

Administrative and Professional Faculty Affairs - Pat Hyer

- o CAPFA is in the process of recruiting a chair.

Classified Staff Affairs - Rich Sorensen reported on behalf of CCSA

- o Will keep us informed about the various activities related to classified staff insurance programs and other changes.
- o Is supporting the new Virginia Tech Staff and Faculty Dependents and Spouses Scholarship Program.

Faculty Affairs - Chair Mitzi Vernon

- o Currently working on revisions for the guidelines for overload compensation.
- o Campus climate survey and issues of diversity.
- o Pilot Faculty Search Project -- This is a pilot project in the College of Arts and Sciences looking at revising the search process to encourage diversity among faculty.

Graduate Studies and Policies - Richard Veilleux reported for Chair Julia Beamish

- o Chairs of various sub-committees have been named.
- o Revisit the issue of residency requirements for graduate students.

- Catalog review committee will revisit issues from last year.

Outreach - Chair Irene Leech

- Review university centers connected to Outreach.
- Promote understanding of Outreach.
- Work with the award for Outreach
- Review promotion and tenure document and how that represents Outreach activities.
- Review issues that may come out of the Strategic Plan that relate to Outreach.

Research - Chair Terry Herdman

- The Intellectual Property Committee answers to the Commission on Research in regard to policy making and recommendations to the Provost. COR will spend time seeing what the policies should be, what they are, and how they may be updated.
- Review of University Research Centers comes through COR and COR will approve or disapprove the documents of these reviews.
- Review the role of retired faculty in research efforts at the University.

Student Affairs - Chair Sean Blackburn

- Academic Advising
- Library Periodicals
- Graduation Satisfaction
- Presidential Search
- Overcrowding Issues - Residence Hall and Class Sizes
- Satisfaction of University Financial Services
- Diversity
- Progress of New Alcohol Policies and Initiatives
- Future Construction
- Parking Services

Undergraduate Studies and Policies - Chair Jay Sullivan

- Approval of course proposals and check sheets.
- Will be getting more from the Core Curriculum Committee on reviews of core courses.
- Approve minutes of sub-committees.
- Review timeliness of curriculum proposals.
- Women's Leadership Minor
- Approved procedures for interdisciplinary and selectional centers.

University Support - Carole Nickerson

- Carole Nickerson will convene this Commission to select a chair.

Provost Meszaros emphasized the importance of University Council and urged members to be present or have someone represent them with their proxy. It is important to have broad representation. Members were also encouraged to read the minutes to get a sense of the business of the university and to come to University Council prepared. Attention to quorum is important.

Provost Meszaros shared that the accomplishments report is being prepared and feels we will be exceedingly proud of the targets reached and exceeded on every front from the quality of the student body brought to the University to the success of students measured through retention and graduation rates, awards to student and faculty, curriculum emphasis we have had, success of students moving on to a career, graduate school, etc. Research rankings moved to the 44th place in the NSF rankings. We will be the leading outreach university. International dimension: we have increased the number of undergraduate international students coming to the University, graduates remain constant, study abroad program has escalated. We are infusing this campus with a global view of the world. It is essential that students have this global perspective. We are a world leader in technology. Cross Cutting Initiatives: these are helping us position this University in a way that we will be known for our world class strengths and we will have a collaborative effort on campus that involves as many departments and faculty and colleges in these seven areas as wish to be involved. There have been case statements and gap analyses, with this year being the investment year. Each of the Cross-Cutting Initiatives did identify those recommendations for investments. We have made those investments and those committees are carrying out their work. The new Cross-Cutting Initiative material will soon be in colleges and departments. All of these pieces make up the academic agenda. We have achieved mightily this year. The accomplishment report will be out in early October. Plans for the year will be included.

Carole Nickerson gave an overview of the workshop to follow today's University Council meeting. The workshop is for those new to the University Governance System, but anyone who would like to attend is welcome. The workshop includes a historical review by Larry D. Moore, how to write effective resolutions by Pat Hyer, and minutes preparation by Sandy Smith.

Provost Meszaros noted that the two most important things facing us as a University are access and diversity. Access in the way we portray ourselves and our access ability -- diversity in both faculty and student body, as well as in intellectual thought. Provost Meszaros urged Commissions to keep these two topics before us as we conduct business throughout the year.

Dr. Meszaros adjourned the meeting at 3:35 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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Virginia Tech Governance Information

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University Council Minutes

October 4, 1999

Present: Bob Bates, Greg Brown, Landrum Cross, Ben Dixon, Peter Eyre, Eileen Hitchingham, Jennie Reilly, Dianne Yardley (for Janet Johnson), Paul Knox, Peggy Meszaros, Carole Nickerson, John Eaton (for Len Peters), Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Rich Sorensen, Charles Steger, Andy Swiger, Paul Torgersen, Cindy Harrison, Pat Hyer, Anne Zajac (for Mitzi Vernon), Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Butch Nunnally (for Jay Sullivan), Richard Bambach, Skip Fuhrman, Kamal Rojiani, Paul Metz, Tim Pratt, John Hillison, Rebecca Crittenden, Pat Devens, Suzanne Murrmann, John Seiler, Rodney Gaines, Pete Martens, Anita Haney, Aaron Hill, Delbert Jones, Kimberly DeGuise, Tomoya Ochinerio, Mike Whipple, Shawn Breck, Drew Lichtenberger, Taj Mahon-Haft, Aaron McClung, Laurie Steneck, Peter Zippelius

Absent: Erv Blythe, Bill Stephenson, Tom Tillar, Deborah Mayo, Dan Connolly, John Randolph, Sam Hicks, Jovette Gadson, Donna Cassell, Bernard Feldman, Benjamin Poe,

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of September 20, 1999

Dr. Torgersen noted that the minutes from the September 20, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (L)

3. Council approved a packet of Commission minutes comprised of:

- o Commission on Faculty Affairs, September 3, 1999
- o Commission on Graduate Studies and Policies, April 21, 1999
- o Commission on Research, February 10, 1999
- o Commission on Research, March 24, 1999
- o Commission on Research, April 14, 1999
- o Commission on Research, April 28, 1999
- o Commission on Undergraduate Studies and Policies, September 13, 1999

4. Discussion

Update on Governor's Blue Ribbon Commission - Ralph Byers, Director of Government Relations

Mr. Ralph Byers gave an update on the Governor's Blue Ribbon Commission on Higher Education. Governor Gilmore issued an executive order on January 17, 1998, for the establishment of this committee and appointed the committee on June 30, 1998. The committee met for the first time on August 25, 1998. There are 39 members. One member is a graduate of Virginia Tech - John Rocovich - who is on our Board of Visitors from Roanoke. Other members include Elizabeth McClanahan from Abingdon, two people from Roanoke, lawyers from the Richmond and Northern Virginia area, business people and assorted others.

The first item on the Commission's agenda was to study the funding of higher education. The first two or three meetings included a review of varying interpretations of how well higher education is funded in Virginia. An interim report was distributed on December 31 and included funding information: the presentation of data in that report is not wholly satisfactory to the colleges and universities. At the February meeting former SCHEV Director Bill Allen gave a presentation on general education. The Commission has also covered faculty productivity, tenure, faculty salaries, student outcomes, grade inflation, outcome measurement. The Commission met in May at William and Mary. This meeting included a panel of finance officers, and Minnis Ridenour was on the panel. Discussion included planning processes at different institutions. In July there was a two-day meeting in Charlottesville regarding funding formulas. Senator Chichester and Delegate Diamonstein, who chair the General Assembly Joint Committee on Higher Education Funding, attended this meeting. They stated that we need a new set of rational principles for distributing money in higher education. The General Assembly has hired an outside consultant to help develop a rational plan. Performance funding may be adopted where certain standards and measurements will have to meet.

The Commission met again on September 8, 1999, regarding governance and the responsibilities of the members of the Boards of Visitors. A meeting last week in Norfolk dealt with distance learning and student financial aid. Another meeting is scheduled in October to cover research. John Rocovich has been working to make sure the missions of the research universities get recognized by this Commission.

With a report due in January and the Governor's budget being put together now, it will probably be another year before a new system of funding can be implemented. Accountability, affordability, and quality will most likely be the key topics of the report.

Dr. Torgersen added that there is a perennial issue here concerning the status of universities - that is, whether they are to be treated solely as executive branch agencies. Governors tend to want to control higher education, while legislators believe that the institutions should have direct access to the General Assembly to some extent.

Regarding a statement about the reporting lines of the Board of Visitors, Ralph Byers noted that the statutes of virtually all the institutions, including Virginia Tech, state very clearly that the Boards of Visitors shall at all times be under the control of the General Assembly.

Steve Janosik in the Department of Teaching and Learning has a web page for the Education Policy Institute that includes agendas for these meetings and a number of the important documents.

In response to a question regarding the hiring of outside contractors, Ralph Byers noted that there has not been anything specific discussed by the

Commission.

Ralph Byers expressed appreciation for the work Minnis Ridenour has done to help the Commission understand the complexity of higher education. The Commission's report will be more constructive in the end due to the hard work of Mr. Ridenour, Dwight Shelton, and their staff.

Richard Bambach complimented the Virginia Tech administration for their relationship with our Board of Visitors. Our BOV members are true supporters of Virginia Tech.

Dr. Torgersen adjourned the meeting at 3:40 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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Virginia Tech Governance Information

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University Council Minutes

October 18, 1999

Present: Bob Bates, Greg Brown, Ben Dixon, Peter Eyre, Eileen Hitchingham, Jennie Reilly, Mary Ann Lewis (for Janet Johnson), Paul Knox, Peggy Meszaros, Carole Nickerson, John Eaton (for Len Peters), Lisa Wilkes (for Minnis Ridenour), Mode Johnson (for Ray Smoot), Rich Sorensen, Charles Steger, Bill Stephenson, Andy Swiger, Tom Tillar, Cindy Harrison, Pat Hyer, Mitzi Vernon, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Paul Metz, Tim Pratt, John Hillison, Rebecca Crittenden, Pat Devens, John Williams (for Suzanne Murrmann), John Seiler, Rodney Gaines, Pete Martens, Donna Cassell, Delbert Jones, James Martin (for Ben Poe), Kimberly DeGuisse, Tomoya Ochinerio, Mike Whipple, Shawn Breck, Taj Mahon-Haft, Aaron McClung, Laurie Steneck, Peter Zippelius

Absent: Erv Blythe, Landrum Cross, Paul Torgersen, Skip Fuhrman, Kamal Rojjani, Deborah Mayo, Dan Connolly, John Randolph, Sam Hicks, Jovette Gadson, Bernard Feldman, Anita Haney, Aaron Hill, Drew Lichtenberger

Guests: Police Chief Mike Jones, Debbie Morgan-Accreditation Officer, Denise Linkenhoker-Administrative Procedures Specialist

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of October 4, 1999

Dr. Meszaros noted that the minutes from the October 4, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. Council approved a packet of Commission minutes comprised of:

- Commission on Faculty Affairs, September 17, 1999
- Commission on Graduate Studies and Policies, September 15, 1999
- Commission on Student Affairs, September 16, 1999

4. Discussion

Virginia Tech Campus Safety Facts and Issues Mike Jones, Virginia Tech Police Chief

Mr. Mike Jones gave an overview of the Virginia Tech Police Department structure, programs, mandates and led discussion regarding Virginia Tech campus safety facts and issues. The overview included department structure, administrative responsibilities, and the responsibility of the Administrative Lieutenant. Virginia Tech has a full-time member on the Montgomery County Drug Task Force. Other members of this task force include representatives from the State Police, Montgomery County Police, Blacksburg Police and Christiansburg Police.

The Patrol Division has four full-time shifts. They operate 24 hours a day, seven days a week, 12-hour swing shifts. Lieutenant, sergeant and four officers are assigned to each shift. In addition we have two full-time communication officers in the dispatch room and two security guards that lock buildings and conduct fire checks after hours.

The Dorm Watch programs include additional 4-5 people who monitor dormitories with communication and radio contact to report any problems or concerns. The Escort Service - 231-SAFE, is operated at the Cage and includes a van driven by students to transport students on campus and operates from dusk to dawn. An average of 28,000 people use this service per year. Building Security Program is funded by the department requesting an additional person and is overseen by Virginia Tech Police Department.

Virginia Tech Police was granted accreditation in November of 1995 after completing 367 standards ranging from organizational structure, how we file reports, hours of operations, communication centers, security, etc. Virginia Tech is one of only 23 universities in the nation to receive accreditation and is scheduled for reaccreditation in September 2000.

The Jeanne Cleary Act, Higher Education Reauthorization Bill, deals with Student Right to Know and Campus Security Act. Congress mandated to the university as a whole the responsibility to report crimes. This came about because in the late 1980's, Jeanne Cleary was murdered at Lehigh University after asking numerous times to have the locks changed and the university chose not to address the issue. Everyone has a federally mandated responsibility to report the following to the Police Department: murder, sex offences, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes. Crimes not reported carry a \$25,000 fine for each instance. These standards must also be maintained at branch campuses such as Northern Virginia and European Studies in Switzerland, research facilities, etc.

An increase in property, drug and alcohol related crimes is seen about every five years. There has been an increase in vandalism and alcohol violations. Part of the federal mandate is that information pertaining to crimes be posted on a daily basis for public access. Virginia Tech sends this information to administrators, TV, radio, and publications. Larceny crimes are greater at the university because of accessibility, such as dorm room doors left open and property left unattended.

In response to a question regarding sex crimes, Mike Jones commented that the large majority of the students are here to get an education. Our geographical location creates a safer environment; however, people need to be aware of their surroundings and take steps to reduce personal risk.

Additional questions brought the following responses:

Mike Jones explained that we have 43 security phones and need 150 to make the campus comfortable. A concern was expressed that the phones we have are not easily seen or handicapped accessible. Chief Jones suggested concerns regarding phones be directed to Scott Hurst, University Architecture. Campus maps showing the location of emergency phones are available at the Virginia Tech Police Department.

Blacksburg and Virginia Tech police departments have a mutual aid agreement and work very closely together. There are defined boundaries, but

if Virginia Tech needs to handle issues in Blacksburg or if Blacksburg Police need to come on campus, this is acceptable through the mutual aid agreement. Alcohol violations in the Town of Blacksburg are reported to Virginia Tech Judicial Affairs.

Transients on campus generally do not pose a threat. However, if there is a concern, they are referred to RAFT or St. Albans.

Traffic directing at intersections depends on officer availability. There is the possibility of a change in some traffic patterns and therefore there is hesitation to install traffic lights. There is an effort made to try to have someone directing traffic at 8, 12 and 5. 62,000 service calls a year come through the communication center.

In response to a concern regarding dim lights on campus, Mike Jones said that electric service is working on upgrading the lighting system.

In response to a question regarding safety on the Huckleberry Trail, Mike Jones commented that it is relatively safe during the day. There is some concern at night. There is a new program where single purpose cellular phones can be picked up at one of the two gyms, Police Department or the Women's Center. People are encouraged to pick up a phone when they are out walking, jogging, etc.

Bomb threats are infrequent and usually come in on test days. Student attendance is monitored and police are usually able to identify the caller.

5. Dr. Meszaros adjourned the meeting at 3:40 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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Virginia Tech Governance Information

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University Council Minutes

November 1, 1999

Present: Greg Brown, Landrum Cross, Ben Dixon, Peter Eyre, Eileen Hitchingham, Paul Knox, Peggy Meszaros, Carole Nickerson, Len Peters, Jennie Reilly, Minnis Ridenour, Ray Smoot, Hap Bonham (for Rich Sorensen), Kim O'Rourke (for Charles Steger), Andy Swiger, Tom Tillar, Paul Torgersen, Cindy Harrison, Pat Hyer, Mitzi Vernon, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Skip Fuhrman, Kamal Rojiani, Annette Burr (for Paul Metz), Tim Pratt, John Hillison, John Randolph, Rebecca Crittenden, Pat Devens, Suzanne Murrmann, John Seiler, Rodney Gaines, Jovette Gadson, Pete Martens, Donna Cassell, Anita Haney, Delbert Jones, Ben Poe, Kimberly DeGuise, Tomoya Ochiner, Mike Whipple, Shawn Breck, Jennifer Smith (for Drew Lichtenberger), Aaron McClung, Laurie Steneck, Peter Zippelius

Absent: Bob Bates, Erv Blythe, Janet Johnson, Bill Stephenson, Deborah Mayo, Dan Connolly, Sam Hicks, Bernard Feldman, Aaron Hill, Taj Mahon-Haft,

Guests: David Ford, Steve Clark-Special Assistant to the Vice President for Student Affairs

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of October 18, 1999

Dr. Torgersen noted that the minutes from the October 18, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. New Business - First Reading

Equal Opportunity and Affirmative Action Committee Resolution 1999-2000A, Resolution Regarding Membership of the EOAA Committee

Interim Director of EOAA Jennie Reilly presented this resolution for first reading. Dr. Reilly shared that the resolution requests a change in ex-officio membership in the EOAA Committee, adding the Vice President for Multicultural Affairs by virtue of the position.

4. Council approved a packet of Commission minutes comprised of:

- o Commission on Classified Staff Affairs, September 8, 1999
- o Commission on Graduate Studies and Policies, October 6, 1999

Pat Hyer addressed a question regarding the Education Specialist Degree. Dr. Hyer explained that two years ago material was put forward to the State Council of Higher Education to change several degrees in Education. All came through the Governance system at that time as resolutions. SCHEV recognizes only post-graduate certificates and it is the choice of the university if we want to call these degrees. These minutes reflect a clarification of what has already been passed as a certificate would be spoken of here at Virginia Tech as a degree.

- o Commission on Outreach, September 13, 1999

Irene Leech confirmed that Nancy Metz was present at this meeting.

- o Commission on Student Affairs, October 7, 1999

5. For Information Only

It was noted that the minutes of the University Advisory Council on Strategic Budgeting and Planning dated September 30, 1999, were distributed for information only.

6. Discussion

Alcohol Issues and Programs, Dr. Landrum Cross, Vice President for Student Affairs and Mr. Steve Clark, Special Assistant to the Vice President for Students

Dr. Landrum Cross opened discussion reminding Council that at this time last year a presentation was being prepared for the Board of Visitors regarding the response to the Attorney General's task force report on college drinking behavior in Virginia. It was a comprehensive plan including enforcement policy development, intervention and education. The BOV approved the plan and at that point Mr. Steve Clark was brought in to coordinate this plan. Mr. Clark is a research associate from the Department of Psychology and has a great deal of expertise in this programming area. Dr. Cross noted that the survey conducted took place at the beginning of the initiative and it may take a few years to make changes. Response from students has been very encouraging. Additional programming support was launched for non-alcohol alternative activities and a number of student organizations are planning these programs.

Steve Clark gave an overview of what efforts are currently underway and outlined new initiatives and new programs being considered for the next 6-12 months. In July 1998 the Attorney General Task Force recommended every college develop a plan to address alcohol abuse on college campuses. Virginia Tech responded with a 17-point plan, which began as early as September 1998.

Virginia Tech uses the Core Alcohol and Other Drug Survey, which is a national survey. Greek organizations were over sampled in order to have better numbers to study the Greek population. Twenty-five local questions were added to the survey. In the spring of 2000 all Corps of Cadets' members and student athletes will be surveyed. There is an effort to increase alcohol-free events. All UUSA events on campus are alcohol-free. It was found that students moved their UUSA sponsored events out of the primary drinking times because of low attendance on Thursday, Friday and Saturday evenings. There is an effort to reverse this through: new web sites promoting Thursday-Saturday events, increased programming on Thursday-Saturday evenings, new operating hours for Squires Student Center, McComas Hall is staying open until midnight, initiatives to increase

student award programs, designated driver program, and program to reduce misperceptions concerning college student alcohol use. Some organizations have received extra funding to support these activities.

Mr. Clark shared statistical data in regard to alcohol use among college students. It was noted that 54% of the Virginia Tech students drink. Most consume four or fewer drinks on an occasion. Alcohol use on campus is promoted to educate students. Four to five messages will be used this year through a program called "Reality Check." This information was received from a group of 200 students and includes: 72% never perform poorly in school, 68% miss two or fewer classes, 57% do not believe that drinking is a good way to deal with stress. These were rated high by students as being possible effective messages.

The Training Intervention Procedures for Servers of Alcohol (TIPS) program is continuing this year. Virginia Alcohol Beverage Control (ABC) is providing the training free of charge. All programs provide the following safe drinking message: sip to avoid negative consequences, alternate alcoholic and non-alcoholic beverages, focus on fun rather than drinking, eat food before and while drinking. The legal age of 21 is emphasized in educational programs. There is increased enforcement -- judicial action is taken for off-campus alcohol violations that result in summons or arrests. In the spring of 1999 there were 128 referrals from Blacksburg Police Department and Virginia ABC. Parents of students under 21 are notified if students have a major alcohol violations. Regarding parental notification, parents' response has been positive, student response is mixed. There is reemphasis of Greek organizations risk management policy. Private parties are a major concern. Statistics show that underage drinking occurs at fraternity parties (51%-58%), private parties (72%-77%), bars (36%-39%), among other areas. It is estimated that between and 25%-30% of underage students have a false id. There were 125 student referrals; most were minors in possession of alcohol, drunk in public, and fake ids. Beginning in fall of 1999 referrals are also taken from the Christiansburg Police and Montgomery Sheriffs Office with efforts to expand to other jurisdictions. Sorority risk management probably made the greatest stride - the only group on campus to show a statistical decline in drinking behavior over the last year, about one drink per drinking occasion. Sororities are initiating a new Risk Reduction Program, part of five schools involved with Department of Education developing new program for fraternity women on campus in part dealing with alcohol and other drugs. At the national level, beginning next year all NIC sororities will not be able to drink at fraternity houses and will not be able to attend any events at fraternity houses where alcohol is present. All events with alcohol will have to be with third party vendors, such as bars. As of January 1, 2000, 12 fraternities will go dry, meaning that no alcohol will be allowed in the fraternity house - not even to members who live there who are 21 years of age. Others are considering this plan of action. Steve Clark is working with the leadership of these fraternities to support them in their efforts. Fraternity members drink more than any other group, other than possibly athletes.

There are new educational sanctions, the major one being a new intensive five-session program that focuses on risk reduction. Students are charged \$100 for the class to cover the cost of interns from the Counseling Center to teach the class and graduate and undergraduate students who help facilitate the classes. This is a new program still in the development stage.

There is a "Reality Check" program that is implemented for first time offenders, a one-hour program conducted once a week. This program focuses on making low risk choices, myth reduction, individual feedback, and harm reduction.

Faculty have expressed an interest in getting information and assistance in identifying and referring students with alcohol related problems. Steve Clark has given five presentations so far this year in a number of classes, several have been freshman classes. There are also faculty interested in curriculum infusion -- integrating alcohol related information into coursework of the actual class. Funding is being sought to assist faculty in this initiative.

Course survey results show: significant increases in student awareness of alcohol policies; increased student involvement in prevention activities on campus -- women and Greek organizations specifically have increased substantially; increased beliefs that enforcement is up at Virginia Tech; students believe that Virginia Tech is concerned about alcohol abuse. Greeks and athletes believe that alcohol should be available and used on campus. Mr. Clark shared statistics regarding the use of alcohol prior to entering college showing that students are coming into college with more experience with alcohol. Many of the educational programs are directed toward freshmen. In response to a question, Mr. Clark shared that students coming into college with more experience with alcohol are more of a risk. There is also a real problem with students who did not drink before college and then go through a real change to consume alcohol when entering college. This survey showed a relatively large increase in drinking among women. The only sub-population at Virginia Tech whose drinking increased last year was freshman women.

In response to a question regarding the reactions of parents who have been notified of a student drinking violation, Steve Clark responded that he has only received one phone call as to why they (the parents) received this information when they feel their son/daughter drinks responsibly. Jeff Cullen in Judicial Affairs will be doing a study in regard to the parental notification initiative. Overall, parents are positive.

Concern was expressed by a member of Council that the designated pick-up points would encourage on-campus students to attend parties. Mr. Clark noted that this is to provide designated drivers.

Leaders of Greek organizations drink more than their membership; therefore there is an effort to establish better leadership standards and have members think more about who they elect as their leaders.

In response to a question regarding the survey, Mr. Clark noted that this survey was sent to 1000 male and 1000 female students. Greeks were over sampled by 150 males and 150 females. Greeks were removed for some data analysis.

Women consuming one less drink than men are equally intoxicated. Females experience more negative outcomes than males at the same drinking level. Front loading, drinking before you go to a party or bar, is heavily correlated with negative outcomes.

Mr. Clark responded to a question in regard to drinking rates now compared to 20 years ago. He stated that drinking rates were not as high then. Twenty years ago drinking was part of the social experience, today people get together with the sole purpose of drinking to the point of intoxication.

A question was raised in regard to the program covering the medical aspects of drinking. Mr. Clark noted that this is covered in the five-session program. Working with Student Health Services in this regard is an initiative Mr. Clark would like to look at.

Current resources include: Special Assistant to the Vice President for Student Affairs; another judicial officer; \$16,000 from Health Services as part of the student fee increase - most of this is for the campus-wide "Reality Check" program; \$10,000 from alcohol class - evens out what it costs to do the program; \$27,000 -- \$25,000 for two years for the designated driver program -- from the Department of Motor Vehicles; \$27,050 from Virginia ABC to focus on designated driving and pedestrian safety; Anheuser Busch donated \$5,000 for designated driver program; \$1,000 from Department of Education; \$6,000 from Virginia ABC to increase enforcement efforts. \$25,000 over the next two years from a joint grant

between VT, JMU and Virginia ABC to develop a state-wide coalition of colleges, university and major stakeholders to create four regional consortia to increase collaboration on and off campus, skill building, etc. \$6,000 went to the Virginia Tech Police to hire a judge or clerks to help process arrests at home football games. Extra patrols to focus on enforcement of Commonwealth alcohol laws. Increased off-campus enforcement at private and fraternity parties to focus on those who are selling alcohol illegally. There are a number of pending grants: one for \$35,000 every two years to develop a community coalition on alcohol in Blacksburg, \$80,000 every two years for increased enforcement efforts in Blacksburg, \$5,000 grant to Virginia ABC for new alcohol abuse prevention initiatives, Robert Wood Johnson grant to develop new strategies to train bar personnel on making more positive ids.

Mr. Clark agreed with a concern regarding campus parties being moved off campus and moving them from under our control. Mr. Clark also responded to a question regarding an increase to the legal drinking age. Many top prevention experts in the field have lobbied for this change. Lives on the road have been saved by lowering the drinking age. There will probably not be a rollback.

In response to a question concerning how many students have been suspended due to alcohol violations, Mr. Clark did not have information available to respond.

It was noted that library hours have been extended in a pilot program to give students more choices.

Steve Clark emphasized that we do need to support people who make low-risk choices. Most of our students are making low-risk choices. The top 20% of drinkers on campus consume 60% of all alcohol, the top 10% consume 40% of the alcohol. The bottom 50% consume 10% of the alcohol.

Dr. Cross closed the discussion commenting that this is a complex issue. He also noted that the university is taking a comprehensive approach and trying to deal with the reality of the situation of what we think is happening.

Dr. Meszaros adjourned the meeting at 4:05 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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Virginia Tech Governance Information

URL: </uc9900/ucm99-11-01.html>

University Council Minutes

November 15, 1999

Present: Greg Brown, Landrum Cross, Ben Dixon, S. Dru Forrester (for Peter Eyre), Eileen Hitchingham, Janet Johnson, Paul Knox, Peggy Meszaros, Carole Nickerson, Len Peters, Jennie Reilly, Minnis Ridenour, Mode Johnson (for Ray Smoot), Rich Sorensen, Janis Grubb (for Charles Steger), Bill Stephenson, Andy Swiger, Tom Tillar, Cindy Harrison, Pat Hyer, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Richard Bambach, Skip Fuhrman, Kamal Rojani, Paul Metz, Tim Pratt, John Hillison, John Randolph, Rebecca Crittenden, Pat Devens, John Seiler, Pete Martens, Donna Cassell, Anita Haney, Aaron Hill, Delbert Jones, James Martin (for Ben Poe), Kimberly DeGuise, Tomoya Ochinerro, Mike Whipple, Shawn Breck, Jennifer Smith (for Drew Lichtenberger), Taj Mahon-Haft, Peter Zippelius

Absent: Bob Bates, Erv Blythe, Paul Torgersen, Mitzi Vernon, Joe Hunnings, Deborah Mayo, Dan Connolly, Sam Hicks, Suzanne Murrmann, Bernard Feldman, Rodney Gaines, Jovette Gadson, Aaron McClung, Laurie Steneck

Guests: David Ford

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of November 1, 1999

Dr. Meszaros noted that the minutes from the November 1, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (L)

3. New Business - First Reading

Commission on Graduate Studies and Policies
Resolution 1999-2000A
Resolution Regarding Revision of Definition of Graduate Teaching Assistant

Commission Chair Julia Beamish presented this resolution for first reading and shared that this resolution will require Graduate Teaching Assistants to have 18 hours of graduate-level course work in their teaching discipline to be assigned full responsibility for teaching a lower division course. GTAs lacking this training will be assigned to work under the supervision of a faculty member who will be the instructor of record for the course. This came from recommendations from the SACS review. Dr. Len Peters, Vice Provost for Research and Dean of the Graduate School, gave background history that led to this resolution. SACS introduced the 18-hour rule in 1988-89 as a requirement for graduate teaching assistants who had substantial responsibility in a course. This requirement does not pertain to GTAs who are under the heavy direction of a regular faculty member. If they have primary responsibility for the overall conduct of that complete course, that is where they should have 18 hours in their particular area beyond the bachelors.

In response to a question, Dr. Beamish clarified that this resolution pertains to lab instruction. Dr. Peters added that it includes laboratory instruction where it is completely separate. Dr. Peters noted that it has never been the intent for faculty to give up research to staff laboratories. Dr. Peters also commented that if the GTA has primary responsibility for a stand-alone course, he or she should have the 18 hours. If it is part of a broad course then they are under faculty direction. A question was raised as to whether graduate courses taken by an undergraduate count toward this requirement. Dr. Peters responded that probably the only way we could judge this would be on the basis of a student who had been one of our own students. The primary issue in regard to the responsibility for a course is that the student will have either completed the master's degree or is far along towards completion of the master's degree.

In response to a question, Dr. Peters stated that this is not something to appease the accreditation, it is required for accreditation, is meant to be a meaningful criteria, and the oversight will have to be at the departmental level to make a judgement as to whether or not the graduate student is the one with primary responsibility for that particular section, which is what they do on a regular basis. Dean Sorensen stated we should have a statement consistent with the SACS interpretation and should be recorded as part of the recommendation or recorded in the minutes for future interpretation. In response to a question as to how many students would be removed from teaching, Dr. Beamish responded that exact numbers are not available. Dr. Peters commented that following discussion with associate deans the only department impacted to any extent is English. A comment was made that some departments may not offer enough courses to meet the 18-hour requirement to which Dr. Beamish responded that it is for this reason that the program of study is considered in the broadest sense.

4. On-going Business - Second Reading

Equal Opportunity and Affirmative Action Committee
Resolution 1999-2000A
Resolution Regarding Membership of the EOAA Committee

Interim Director of EOAA Jennie Reilly moved this resolution for second reading. Dr. Reilly shared that the resolution requests a change in ex-officio membership in the EOAA Committee, adding the Vice President for Multicultural Affairs by virtue of the position. This resolution passed by unanimous vote.

Council approved a packet of Commission minutes comprised of:

- o Commission on Classified Staff Affairs October 13, 1999
- o Commission on Graduate Studies and Policies October 20, 1999
- o Commission on Student Affairs October 21, 1999
- o Commission on Undergraduate Studies and Policies September 27, 1999

5. Discussion

Update on the Development of the Office of Multicultural Affairs Dr. Ben Dixon, Vice President for Multicultural Affairs

Dr. Dixon gave an overview of the activities in the Office of Multicultural Affairs and a rationale for the focus on multiculturalism and diversity here at Virginia Tech. The Office of Multicultural Affairs was established in the summer of 1998. Dr. Dixon shared two quotes from the 1998 Kellogg Commission Report on the Future of State and Land-Grant Universities. One, "access to our institutions will become one of the defining domestic policy issues" and two, "the full force of the challenge of maintaining diversity in our institutions is yet to be felt." We need to broaden the access for economic reasons as well. Diversity at model institutions is mentioned in mission statements and is celebrated through a variety of administrative involvement, linkages with minority communities, strong and numerous student support services, involvement of academic departments, etc. Dr. Dixon shared a quote from Dr. Paul Torgersen: "If Virginia Tech is to reach its full institutional potential for the 21st century, each of us must work as partners · in providing leadership for the promotion of cultural understanding at all levels of the university." There is also a focus on access and diversity through the academic agenda. The labor supply for business and industry will still have a majority of white Americans; however, the number of African Americans, Asians and Hispanics will remain on an upswing. By the year 2050 it is projected that 41% of the people in this country will be people of color. By 2030 in about 12 states in this country it will be difficult to determine who is the racial ethnic majority. With these projections it is clear that all institutions including higher education have to pay attention to these and other changes occurring in our society. The American Education Research Association reports that graduates of diverse colleges make more money than graduates from institutions with homogeneous populations.

Dr. Dixon distributed brochures explaining the mission and goals of the office. This information can also be found on the website at: <http://www.multicultural.vt.edu> Because of activity in this office, the staff was increased to four with the addition of a graduate student. The mission is to do facilitation and not programming. The Office of Multicultural Affairs reports to the President with strong support from the Office of the Executive Vice President and Office of the Provost. Major collaborators include: Student Affairs, Admissions, Alumni Relations, and Office of Equal Opportunity and Affirmative Action. Affiliate groups have been started since the initiation of the Office of Multicultural Affairs and include: Advisory Council (staff and faculty), Student Advisory Committee, and Multicultural Fellows. The Multicultural Fellows produce the Virginia Tech Conductor newsletter which is published several times throughout the year. Three major functions of the office are assessment, planning and development. The Climate Survey and The Report on the Status of Women and Minorities were initiated out of the Provost Office with the work of Dr. Pat Hyer and were done prior to the opening of the office. Without these advance efforts we would not be ready now to begin work on the strategic plan for the university.

African American undergraduate enrollment at Virginia Tech is 4% at this time. Minority enrollment percentage has declined since 1993 and continues to do so. African American population in Virginia is about 19.8%. The number of faculty and staff statistics show African American steady, Asian increase from 4.7% to 5.8%, little increase for American Indians and Hispanics. Virginia Tech shows the least number of women and minorities compared to other universities in Virginia.

Data to be used for strategic planning is taken from the Assessment of Campus Climate survey of 1997-98. Results from the staff and student survey are still being analyzed. Dr. Dixon shared the perceptions of those who responded to the faculty survey. Between males and females, there is a difference in positive perceptions regarding sexism, while some will not commit to the climate being positive or negative. There are also discrepancies among those who see sexism as positive. African Americans (65%) feel racism is at a high level on the campus. We need to understand these differences in order to construct strategies and activities for improvement.

Faculty data regarding attitudes show: 40% agree that Virginia Tech is placing too much emphasis on diversity; 56% agree that diversity may lead to admission of under-prepared students; and 44% agree that affirmative action leads to hiring less qualified faculty and staff. White males hold these opinions in significantly higher proportions than women and faculty of color. Again, it is important for us to be aware of and to understand these views if we are to move the institution forward.

In regard to unfair treatment: 59% of women report they receive unfair treatment occasionally, 7% report frequently; 52% occasionally and 18% frequently for African Americans; 29% occasionally and 17% frequently for Asians. Data for white males was not available at this meeting. This information can be found in the Data Book, which can be obtained from Dr. Pat Hyer.

Work regarding these issues is beginning with the strategic plan for Virginia Tech. The development process entails working with the Advisory Council on Diversity and Multicultural Affairs to frame five major goals and to work with a variety of groups to identify tasks, activities, measures and responsibility. A student forum has already been held, and staff and faculty forums will be held before the holidays. The five major goals are:

- 1) increase and enhance student, faculty and staff diversity,
- 2) activities and programs designed to improve campus climate,
- 3) comprehensive curriculum of education and training,
- 4) system of responsibility, accountability and recognition,
- 5) internal and external collaborations and partnerships.

A formal draft of the strategic plan will be available by February. A final report will be available when major units on campus have major stakes in the plan. The plan will cover three years, during which time planning for the final two years will take place. Diversity planning will be in alignment with the academic agenda.

In response to a question regarding the admission of under-prepared students, Dr. Dixon stated that this is a perception and not backed by data. In regard to a question about the admission of minority students, Dr. Dixon's responded that minority students who are offered admission often do not accept. He is working with the Admissions Office to determine why they are declining admission. We need to know what is happening overall on a factual basis so research can be done.

Carole Nickerson commented that anecdotal reports from several years ago link the low yield to our reputation in minority communities as a campus that is not very welcoming or inclusive. Nickerson added that she had been told the minority student cohort is competitive with majority applicants, but may not do as well after the initial stage, some believe because of these climate issues.

Ms. Nickerson added that Dr. Dixon recently made a presentation to the Board which was very well received; the Rector and Vice Rector have expressed particular interest in Dr. Dixon's initiatives and concern for the university's progress in these areas.

Dr. Meszaros adjourned the meeting at 4:05 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/sws

Virginia Tech Governance Information

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University Council Minutes

December 6, 1999

Present: Bob Bates, Anne Moore (for Erv Blythe), Greg Brown, Edward Spencer (for Landrum Cross), Ben Dixon, L. A. Eng (for Peter Eyre), Eileen Hitchingham, Janet Johnson, Paul Knox, Peggy Meszaros, Carole Nickerson, John Eaton (for Len Peters), Jennie Reilly, Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Rich Sorensen, Bill Stephenson, Andy Swiger, Cindy Harrison, Pat Hyer, Mitzi Vernon, Julia Beamish, Irene Leech, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Skip Fuhrman, Kamal Rojani, Paul Metz, Tim Pratt, John Hillison, John Randolph, Rebecca Crittenden, Sam Hicks, Pat Devens, Suzanne Murrmann, John Seiler, Pete Martens, Delbert Jones, Ben Poe, Kimberly DeGuise, Tomoya Ochinerro, Taj Mahon-Haft, Aaron McClung, Laurie Steneck, Peter Zippelius

Absent: Charles Steger, Tom Tillar, Paul Torgersen, Terry Herdman, Deborah Mayo, Dan Connolly, Bernard Feldman, Rodney Gaines, Jovette Gadson, Donna Cassell, Anita Haney, Aaron Hill, Mike Whipple, Shawn Breck, Drew Lichtenberger

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of November 15, 1999

Dr. Meszaros noted that the minutes from the November 15, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. On-going Business

Second Reading

Commission on Graduate Studies and Policies Resolution 1999-2000A

Resolution Regarding Revision of Definition of Graduate Teaching Assistant

Commission Chair Julia Beamish moved for approval of this resolution regarding the definition of Graduate Teaching Assistants. This resolution is in response to questions brought about by the SACS Review Team asking to assign Graduate Teaching Assistants to courses. As the instructor of record they must have 18 hours of graduate-level course work in their program of study. This motion was seconded. John Eaton's response to a question is that thesis hours do not count as part of the 18 hours. A question regarding who will enforce this policy was put on the floor. John Eaton responded that the Graduate School with respect to the departments will enforce this policy. Dr. Eaton also commented that someone teaching a lab or teaching a discussion section of a larger lecture under supervision of a faculty member does not apply. Those responsible for signing grade sheets must have the 18 hours. This resolution passed by unanimous vote.

Council approved a packet of Commission minutes comprised of:

- o Commission on Faculty Affairs, October 15, 1999
Pat Hyer noted that John Crunkilton's name was spelled incorrectly.
- o Commission on Graduate Studies and Policies, November 3, 1999
- o Commission on Research, September 8, 1999
- o Commission on Research, September 22, 1999
- o Commission on Research, October 13, 1999
- o Commission on Research, October 27, 1999
- o Commission on Student Affairs, November 4, 1999
- o Commission on Student Affairs, November 18, 1999

4. Announcements

Carole Nickerson, Executive Assistant to the President, clarified the University Council meeting schedule for 2000. The next Council meeting will take place the first Monday in February. The reason for not having our first meeting of the semester the third Monday in January is based on requests from a number of Council members to delay the January meeting because it occurs on the first day of classes. Also, at the time the calendar was made we did not know who the new president would be or when he or she could join us. This is being tried as an experiment with the understanding that if press of business dictates otherwise we will immediately send a note seeking to reinstate that meeting now that we will have a president of record on that day. Ms. Nickerson also stated that the meeting with the commission chairs will take place in early January to see what business will be forthcoming. Sandy Smith will be contacting the commission chairs to schedule this meeting. At the September commission chairs' meeting it appeared this would be a light year in terms of resolutions coming forward.

5. Discussion

Discussion leader was not available for this session.

Dr. Meszaros adjourned the meeting at 3:15 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/sws

Virginia Tech Governance Information

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University Council Minutes

February 7, 2000

Present: Bob Bates, Greg Brown, Landrum Cross, Ben Dixon, Peter Eyre, Eileen Hitchingham, Janet Johnson, Peggy Meszaros, Carole Nickerson, Kim O'Rourke, Len Peters, Jennie Reilly, Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Hap Bonham (for Rich Sorensen), Charles Steger, Bill Stephenson, Andy Swiger, Tom Tillar, Cindy Harrison, Pat Hyer, Mitzi Vernon, Julia Beamish, Irene Leech, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Skip Fuhrman, Paul Metz, Tim Pratt, John Randolph, Rebecca Crittenden, Sam Hicks, Pat Devens, Suzanne Murrmann, John Seiler, Bernard Feldman, Rodney Gaines, Pete Martens, Laurie Coble (for Donna Cassell), Anita Haney, Aaron Hill, Delbert Jones, Ben Poe, Tomoya Ochinerro, Drew Lichtenberger Taj Mahon-Haft, Aaron McClung, Scott Wood (for Laurie Steneck)

Absent: Erv Blythe, Paul Knox, Terry Herdman, Kamal Rojiani, Deborah Mayo, Eliza Tse, John Hillison, Jovette Gadson, Kimberly DeGuise, Mike Whipple, Shawn Breck, Peter Zippelius

Guests: David Ford, Malcolm McPherson, Joe Merola, Norrine Bailey Spencer

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of December 6, 1999

Dr. Steger noted that the minutes from the December 6, 1999, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. Announcement from the President

Dr. Steger updated Council members in regard to activities in Richmond. The Council of Presidents has been working on the Governor's proposal of a 2.5% salary increase for faculty. To keep up with the 60th percentile goal for the SCHEV peer group a 4.4% salary increase is needed. Thus an additional \$44 million allocation is needed for higher education. There is limited unappropriated money for the General Assembly; however it is anticipated that there will be some revenue revisions. The Council of Presidents is working to see that the \$44 million is appropriated to higher education to address the salary questions. There are efforts to secure operating support to get additional capital monies. The Blue Ribbon Commission on Higher Education has released its report. One of the key points is the proposal that institutions enter into negotiations to establish an institutional performance agreement between the General Assembly, the Executive Branch, and the University. As soon as the report is on the web, Council members will be notified.

4. New Business Commission on Graduate Studies and Policies Resolution 1999-2000B

Resolution Regarding Merger of the Agricultural and Applied Economics and Economics Ph.D. Degrees into a Single Ph.D. Degree in Economics
Commission Chair Julia Beamish presented this resolution for first reading. Commission on Undergraduate Studies and Policies Resolution 1999-2000A

Resolution Regarding the Membership of the University Athletic Committee Commission Chair Jay Sullivan presented this resolution for first reading. In response to a question regarding the necessity of the racial diversity selection, Norrine Bailey Spencer confirmed that this is a necessity to show that efforts are being made in response to the NCAA Minority Opportunity Plan. Virginia Tech Staff Senate Resolution 1999-2000A
Revision to the Bylaws Amendment Procedure of the Virginia Tech Staff Senate
Virginia Tech Staff Senate President Delbert Jones presented this resolution for first reading. Delbert Jones outlined the current problems with the way bylaws are to be amended. In response to a question, Carole Nickerson stated the problem is that the Senate's current Constitution states that any change must be approved by University Council; Staff Senate's revision is designed to allow By-laws change without recourse to Council action. This change would be in keeping with the Faculty Senate's current mechanism.

5. On-going Business

Council approved a packet of Commission minutes comprised of

- o Commission on Classified Staff Affairs November 10, 1999
- o Commission on Faculty Affairs December 3, 1999
- o Commission on Outreach October 14, 1999
- o Commission on Research November 10, 1999
- o Commission on Research December 8, 1999
- o Commission on Student Affairs December 2, 1999
- o Commission on Student Affairs January 20, 2000
- o Commission on Undergraduate Studies and Policies November 8, 1999
- o Commission on Undergraduate Studies and Policies December 13, 1999
- o Commission on University Support October 11, 1999
- o Commission on University Support November 15, 1999

6. Announcements

Carole Nickerson, Executive Assistant to the President, shared with Council members that the March 6, 2000, University Council meeting conflicts with the Board of Visitors meeting. Therefore, the March 6, 2000, University Council meeting will be cancelled. That meeting will be rescheduled if the press of business indicates a need to do so.

Reports from Commission Chairs Regarding Spring Semester Activities

Commission on Administrative and Professional Faculty Affairs - Representative Pat Hyer

1. Reactivating the grievance panels - this Commission has responsibility for recruiting and training members of the grievance panels.
2. Will be following the faculty owned businesses and intellectual property issues.

Commission on Classified Staff Affairs -- Chair Cindy Harrison

1. Following legislation before the General Assembly that affects classified staff.
2. Support Linda Woodard who is chairing a sub-committee on the pay-plan reform.
3. Looking at recognition for 15 years service in regard to annual leave.
4. Concerned about classified staff on special committees. (Kim O'Rourke shared that Karen Cronin is serving on the vice president search committee.) Wishes to explore the possibility of having a classified staff member on the Board of Visitors.
5. Resolution regarding Bylaws Amendment Procedure of the Virginia Tech Staff Senate.
6. Realignment of departments and how that has affected the reporting line of staff associations.
7. Reviewing all bylaws to make sure they are in line with governance and rules are followed.
8. Virginia Tech Staff and Faculty Dependents and Spouses Scholarship Program Committee.

Commission on Faculty Affairs -- Chair Mitzi Vernon

1. Resolution now going before Promotion and Tenure Committee on an issue of clarification.
2. Following the Conflict of Interest Policy.
3. Following the Intellectual Property Policy.
4. Following Changes on Outreach.

Commission on Graduate Studies and Policies -- Chair Julia Beamish

1. Get PhD residency requirements through University Council.
2. Conflict of Interest

Commission on Outreach -- Chair Irene Leech

1. Resolutions regarding ex-officio members to be sure individuals who are doing things related to distance learning and projects are officially a part of the Commission.
2. Work toward changes in the tenure and promotion guidelines toward review of centers that come under our jurisdiction.
3. Working with strategic plan for Vice Provost.
4. Work related to awards for outreach excellence.

Commission on Research -- Representative Len Peters

1. Taking the lead in dealing with intellectual properties policy.
2. Taking the lead in dealing with the conflict of interest.

Commission on Student Affairs -- Chair Sean Blackburn

1. Continue to define responsibilities in the selection of the Board of Visitors Undergraduate representative.
2. Continue with speakers list on issues such as diversity and health care.

Commission on Undergraduate Studies and Policies - Chair Jay Sullivan

1. Continue regular duty of approving committee minutes and reports that involve courses approved for the core curriculum, undergraduate curriculum courses and programs.
2. Sub-committee of academic policies considering the issue of whether minors should be offered in areas where majors are not offered. They will also look at pass-fail requirements, QCA requirements for pass-fail, taking pass-fail courses.
3. The Committee on Academic Support will be looking at the timetable. They will also reconsider the issue of the fall break. They will

probably also have to deal with any fallout associated with the new class schedule. **On behalf of the Commission on Faculty Affairs, Mitzi Vernon expressed interest in being included in discussions regarding fall break.

Commission on University Support - Chair Joe Hunnings

1. Meeting with Building Committee, Communications and Computing Resources Committee, and the Transportation and Parking Committee.
2. Out of the Transportation and Parking Committee will look at measures to take care of chronic parking infractions and incentives for car-pooling.

7. Discussion

Conflict of Interest Policy - Presented by Len Peters, Joe Merola and Malcolm McPherson

Dr. Len Peters, Vice Provost for Research and Dean of the Graduate School, gave background information in regard to conflict of interest issues and how they are addressed in the university today versus twenty years ago. Universities, especially entrepreneurial universities, are evolving into an applied research and development activity. This is where many universities are making contributions, particularly land-grant institutions where the mixes of disciplines are oriented toward applied activities. Four years ago the Commission on Graduate Studies and Policies and the Commission on Research put together a joint task force to address the conflict of interest policies being necessitated by NIH and NSF. The task force continued to look at conflict of commitment - conflict of interest issues. Janet Johnson and Joe Merola co-chaired this task force. A year ago the College of Engineering set up a committee led by Malcolm McPherson to look at the area of faculty owned businesses. This past summer a third group, a combination of the previous two groups and others, began talking about the issue of faculty owned business from the university-wide perspective: what does it mean in terms of conflict of interest policies, how does it interface with what is going on in the College of Engineering, is it possible to come up with a policy that is consistent across the university, etc. How do we handle this in the governance system? The Commission on Research, Commission on Graduate Studies and Policies, Commission on Faculty Affairs, and the Commission on Administrative and Professional Faculty Affairs has an interest. These four commissions were involved in discussion. Dr. Peters then shared information from a book entitled *Academic Duty* by Donald Kennedy and noted that copies were available to Council members.

Joe Merola shared a handout taken from *Academic Duty* entitled *To Reach Beyond the Wall*. Dr. Merola shared information regarding putting policy in line with conflict of interest. State law specifies the number of dollars one can put into business. When does a good thing lead to a bad thing in regard to priorities and loyalties. What one person sees as good may not be seen that way by another.

Malcolm McPherson handed out and reviewed with Council members a document pertaining to the Management of Potential Conflicts of Interest and Commitment. This information included background to the Virginia Tech policy on conflicts of interest and commitment, policy and procedures, forms, guidelines for preparation of memorandum of understanding between faculty or staff and the university, and guidelines for review of disclosure documents and memoranda of understanding. Conflicts of Commitment refer to the disproportionate devotion of time and energy to external activities. A Conflict of Interest occurs when a faculty or staff member, any of his/her family, or associated entity, receives personal financial reward. Classifications of Conflicts of Commitment and/or Interest being considered are: Category I consists of activities that, while conflicts in a technical sense, are allowable without disclosure because they are a) accepted practices in academia, and b) generally minimal in their personal financial impact and effect on the university; Category II consists of activities that will ordinarily be permissible following disclosure and, where necessary, the implementation of oversight procedures designed to ensure academic standards, intellectual values, and institutional integrity; Category III consists of activities that may be allowable after disclosure, review and approval; Category IV consists of activities that cannot be permitted because they are illegal. Dr. McPherson then reviewed the summary of procedures when considering an outside activity.

Dr. Peters shared that the goal of the Commission on Research is to draft a proposal in mid-March to present to University Council in time for first and second readings before the end of this semester.

Cindy Harrison, Chair of Classified Staff Affairs, asked if classified staff would be involved. Dr. Peters responded "yes," as would faculty senate.

In response to a question regarding timeframe relative to the process and how to handle serious conflicts, Dr. Peters responded that provisions for appeal would be made. Forms should be completed on an annual basis.

When available, website information will be shared with Council members.

8. Adjournment

Dr. Steger adjourned the meeting at 4:05 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/s/ws

Virginia Tech Governance Information

URL: </uc9900/ucm00-02-07.html>

University Council Minutes

February 21, 2000

Present: Greg Brown, Ben Dixon, Peter Eyre, Eileen Hitchingham, Janet Johnson, Paul Knox, Peggy Meszaros, Kim O'Rourke, Martha Johnson (for Len Peters), Jennie Reilly, Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Hap Bonham (for Rich Sorensen), Charles Steger, Andy Swiger, Pat Hyer (for Kay Heidbreder), Cindy Harrison, Mitzi Vernon, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Paul Metz, Tim Pratt, John Hillison, John Randolph, Rebecca Crittenden, Pat Devens, John Williams (for Suzanne Murrmann), John Seiler, Pete Martens (via phone), Delbert Jones, Ben Poe, Erin Hanley (for Kimberly DeGuise), Shawn Breck, Drew Lichtenberger, Kylie Felps (for Taj Mahon-Haft), Aaron McClung, Seth Wood (for Laurie Steneck)

Absent: Bob Bates, Erv Blythe, Landrum Cross, Carole Nickerson, Bill Stephenson, Tom Tillar, Skip Fuhrman, Kamal Rojiani, Deborah Mayo, Eliza Tse, Sam Hicks, Bernard Feldman, Rodney Gaines, Jovette Gadson, Donna Cassell, Anita Haney, Aaron Hill, Tomoya Ochiner, Mike Whipple, Peter Zippelius

Guests: Ron Daniel, David Ford, Marvin Foushee

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of February 7, 2000

Dr. Steger noted that the minutes from the February 7, 2000, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. Announcement from the President

Dr. Steger updated Council members in regard to activities in Richmond. Both Senate and House put in budget amendments to adjust faculty salaries to a level to keep pace with the 60th percentile objective. The Senate asked for 3.5% for classified staff salaries. This is based on current information, but could change. There is money in the budget to address some operating needs; Virginia Tech may get \$1.2 million. We also got money for the "Plan to Serve Virginia Agriculture." \$10 million has been budgeted in the Senate for capital projects.

Dwight Shelton added that in the House there is perhaps up to \$18 million for the equipment trust fund. Some maintenance reserve funds have been budgeted on both sides, \$10 million in Senate and \$20 million in House. \$2 million is needed to complete the Chemistry/Physics building due to cost overrun, and this has been authorized. In response to a question regarding library budget, Dwight Shelton responded that this was combined with other critical operating needs requests.

Provost Meszaros gave an update on the promotion and tenure process. Sixty-eight dossiers are being reviewed. A two-day meeting took place last week, a preliminary vote was taken, and the committee meets this Friday to hear any appeals and for a final vote which is a recommendation to the Provost who makes a recommendation to the President. The committee will also be looking at considered revisions in the dossier preparation. There are recommendations from the Commission on Outreach and Commission on Faculty Affairs. The continued appointment process will also be considered - there are four dossiers.

4. New Business

First Reading

Commission on Outreach Resolution 1999-2000A, Resolution Regarding Change in membership (to include Director of the Center for Organizational and Technological Advancement as an ex-officio member). Chair Irene Leech presented this resolution for first reading.

Commission on Outreach Resolution 1999-2000B, Resolution Regarding Change in membership (to include Director of the Institute for Distance and Distributed Learning as an ex-officio member). Chair Irene Leech presented this resolution for first reading.

5. On-going Business

Second Reading

Commission on Graduate Studies and Policies Resolution 1999-2000B

Resolution Regarding Merger of the Agricultural and Applied Economics and Economics Ph.D. Degrees into a Single Ph.D. Degree in Economics
Commission Chair Julia Beamish presented this resolution for second reading. The resolution was moved, seconded and approved unanimously.

Commission on Undergraduate Studies and Policies Resolution 1999-2000A

Resolution Regarding the Membership of the University Athletic Committee
Commission Chair Jay Sullivan presented this resolution for second reading. Chair Sullivan noted this change is requested with consideration given for racial diversity. In response to a question regarding the number of ethnic students on athletic teams, Dean Swiger responded it is more than 20%. The resolution was moved, seconded and passed. Vote 40 to 1.

Virginia Tech Staff Senate Resolution 1999-2000A

Revision to the Bylaws Amendment Procedure of the Virginia Tech Staff Senate
Virginia Tech Staff Senate President Delbert Jones presented this resolution for first reading. Delbert Jones noted that Staff Senate's revision is designed to allow By-laws change without recourse to Council action. This would be the same as rules followed by Faculty Senate and the same as what Robert's Rules of Order say. The resolution was moved, seconded and passed unanimously.

In response to a question, "majority" will be researched and clarification will be reported to University Council members.

Council approved a packet of Commission minutes comprised of:

- o Commission on Classified Staff Affairs January 12, 2000
- o Commission on Faculty Affairs January 21, 2000
- o Commission on Graduate Studies and Policies January 19, 2000
- o Commission on Outreach December 9, 1999
- o Commission on Student Affairs February 3, 2000
- o Commission on Undergraduate Studies and Policies January 24, 2000
- o For Information Only

Minutes of University Advisory Council on Strategic Budgeting and Planning, December 9, 1999 and January 27, 2000.

- o Announcements

Dr. Raymond Smoot, Vice President for Finance, reported that a fire earlier today at Foxridge Apartments destroyed twelve apartments. No one was injured. There were students who could not get to class through no fault of their own. Dr. Landrum Cross, Vice President for Student Affairs, reported that staff from his area were at the scene to provide assistance. There is an emergency fund for short-term purchase of incidentals students need in the next 24 to 48 hours.

- o Discussion

Update on MWF Fifteen Minute Break Issue - Presented by Marvin Foushee, Assistant Registrar

Marvin Foushee distributed and reviewed with Council members a handout reflecting the 15-minute break for MWF classes. This schedule was faculty developed. Presidential Policy Memorandum 177 was passed April 7, 1997, with an effective date to be implemented by the Registrar's office fall 1998. This implementation was reviewed extensively. While the implementation was being studied, the University chose to switch to the Banner Student Record System delaying the implementation until fall 2000. This break change is necessary because the distance between academic buildings is greater than it has been before. There has been an extensive expansion of the campus since the ten minute break was implemented many years ago, thus making it impossible to get from one building to another at opposite ends of the campus in ten minutes. Also, congestion in buildings' stairs and halls interferes with travel timeliness between consecutive classes.

The effect of the new schedule will not be known until it is implemented this fall. It is hoped that the new schedule will accommodate the needs of both students and faculty. Banner has the capability to accommodate these changes.

Fifteen-minute breaks for MWF classes were passed through Governance with a reasonably close vote following extensive discussion. Faculty shared that the ten-minute break has been a problem in their MWF class. Students arrive late and leave early in order to get to their next class. Dr. Bambach feels that by not allowing students enough time to get from one class to another we are taking their tuition and not letting them get their education.

- o Adjournment

Dr. Steger adjourned the meeting at 3:40 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/sws

Virginia Tech Governance Information

URL: /uc9900/ucm00-02-21.html

University Council Minutes

March 20, 2000

Present: Ben Dixon, Eileen Hitchingham, Jerry Niles (for Janet Johnson), Paul Knox, David Ford (for Peggy Meszaros), Carole Nickerson, Kim O'Rourke, John Eaton (for Len Peters), Jennie Reilly, Minnis Ridenour, Mode Johnson (for Ray Smoot), Rich Sorensen, Charles Steger, Malcolm McPherson (for Bill Stephenson), Andy Swiger, Tom Tillar, Kay Heidbreder, Mitzi Vernon, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Richard Bambach, Skip Fuhrman, Paul Metz, Tim Pratt, John Hillison, John Randolph, Rebecca Crittenden, Pat Devens, Suzanne Murrmann, John Seiler, Bernard Feldman, Anita Haney, James Martin, Delbert Jones, Tomoya Ochinero, Shawn Breck, Drew Lichtenberger, Kylie Felps (for Taj Mahon-Haft), Aaron McClung,

Absent: Bob Bates, Erv Blythe, Greg Brown, Landrum Cross, Peter Eyre, Cindy Harrison, Joe Hunnings, Kamal Rojiani, Deborah Mayo, Eliza Tse, Sam Hicks, Pete Martens, Rodney Gaines, Jovette Gadson, Donna Cassell, Ben Poe, Kimberly DeGuise, Mike Whipple, Laurie Steneck, Peter Zippelius

Guests: Ron Daniel, Leon Geyer, Melissa Smarr

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of February 21, 2000

Dr. Steger noted that the minutes from the February 21, 2000, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. Announcement from the President

Dr. Steger called on Minnis Ridenour to give an update on the 2000 General Assembly Session. Mr. Ridenour shared a summary of the recommendations that came out of the two money committees, were sent to the conference committee and were acted on by the conference committee, which means this should be our actual appropriations unless the Governor vetoes and this is not expected to happen. Mr. Ridenour reviewed with Council members actions on higher education issues and funding which included: Faculty Salary Increases - 4.4% for teaching and research faculty to bring us to the 60th percentile statewide; Classified Salary Increases - 3.25%; Critical Operating Needs - \$1.25 million per year to address critical staffing needs, departmental operating budgets, fixed costs, library materials, and ADA issues related to enrollment growth during the 1990's; Program Funding - \$500,000 per year for the Alexandria Research Institute, \$750,000 per year for Instructional Division, and \$500,000 to support the Plan to Serve Virginia Agriculture, Human, and Natural Resources and related activities in the Extension and Research program; Technology Competitiveness Grants Program - \$13 million in General Fund with a matching \$13 million in nongeneral fund appropriations, all in the second year, to support research activities; Equipment Trust Fund - Virginia Tech will receive \$15.9 million, \$1.33 million more than the current biennium. The Equipment Trust Fund program will grow from the current \$79.7 million to \$99.1 million for 2000-02; Student Financial Aid - Virginia Tech will receive \$739,000 in additional undergraduate support in 2000-01, out of an allocation of \$2.2 million. Student financial aid for Virginia Tech will be \$11.1 million for 2000-01; Distance Learning - language is provided to support the expansion of distance learning programs for Virginia Tech, in terms of a more favorable business and operating environment for courses delivered to locations outside Virginia; Statewide Virtual Library - VIVA will receive an additional \$1.2 million in 2000-01 and \$1.5 million in 2001-02. The VIVA budget is currently \$2,735,000 per year; Deferred Compensation - the recently enacted deferred compensation match for 403(b) plans will increase to \$20 per pay period, as compared to the current \$10, effective July 1; Institutional Performance Agreements - language calling for the development of Institutional Performance Agreements is included in the Act.

Mr. Ridenour also gave a review of the funding for Capital Outlay Projects that includes funding for maintenance reserve; upper quad phase II; health, safety and accessibility; chemistry/physics phase II; microelectronics laboratories; and, multipurpose livestock arena. The University also received nongeneral fund authorizations to move forward with a number of nongeneral fund projects, including the Alumni Center/Conference Center/Hotel project and some athletics projects.

The university will also seek funding from the Tobacco Commission allocations in regard to the Bioinformatics Initiative. If approved the University would receive funds for the following: construction of a \$21.9 million facility; construction of \$1.9 million in greenhouses; establishment of an ongoing Educational and General research program using \$9.7 million of tobacco funds; nongeneral fund authorization of \$5.8 million to seek funding for and donations of scientific and research equipment for the new facility and its faculty. There will be 114 new research positions when fully staffed.

Mr. Ridenour responded to a question regarding what is needed for adequate base funding. He responded there are about 2400 students for which we have not received state tax payer monies. If fully funded, this would be about \$16 million and would include operating, staff positions, and faculty positions. Virginia Tech would need \$15-\$20 million to bring us up to the level needed for the average of our benchmarks. Mr. Ridenour is optimistic we will get some funding in the next biennium.

4. New Business

First Reading

Commission on Undergraduate Studies and Policies Resolution 1999-2000B, Resolution to Revise the Constitution of the Virginia Tech Undergraduate Honor System. Chair Jay Sullivan presented this resolution for first reading. A copy of the Constitution of the Virginia Tech Honor System noting changes and new language was distributed to Council members present. Chair Sullivan commented that the purpose is to streamline the Undergraduate Honor System Constitution. The changes will allow cases to be handled in a more timely manner, reduce the length of time for appeals from one year to thirty days, and make the document more readable.

5. On-going Business

Second Reading

Commission on Outreach Resolution 1999-2000A, Resolution Regarding Change in membership (to include Director of the Center for Organizational and Technological Advancement as an ex-officio member). Chair Irene Leech presented this resolution for second reading. The resolution was moved, seconded and approved unanimously.

Commission on Outreach Resolution 1999-2000B, Resolution Regarding Change in membership (to include Director of the Institute for Distance and Distributed Learning as an ex-officio member). Chair Irene Leech presented this resolution for second reading. The resolution was moved, seconded and approved unanimously.

Council approved a packet of Commission minutes comprised of:

- Commission on Administrative and Professional Faculty Affairs February 3, 2000
- Commission on Classified Staff Affairs February 9, 2000
- Commission on Faculty Affairs February 4, 2000
- Commission on Graduate Studies and Policies November 17, 1999
- Commission on Graduate Studies and Policies February 2, 2000
- Commission on Graduate Studies and Policies February 16, 2000
- Commission on Graduate Studies and Policies March 1, 2000

Chair Julia Beamish noted that the residency resolution mentioned in these minutes will be submitted for first reading at the next University Council meeting.

- Commission on Outreach February 10, 2000
- Commission on Student Affairs February 17, 2000
- Commission on Student Affairs February 24, 2000
- Commission on Undergraduate Studies and Policies February 14, 2000
- Commission on University Support December 13, 1999

6. Announcements

Ms. Carole Nickerson, Executive Assistant to the President, was asked to clarify quorum. She noted that our Constitution, Article 12, Section 1, says "The latest edition of Sturgis' Standard Code of Parliamentary Procedure, subject to special rules as may be adopted by the University Council, shall govern the procedures of the University Council, University Commissions, University Advisory Councils, University Standing Committees, and other committees and boards." Ms. Nickerson then referenced Sturgis that states "Parliamentary law fixes the quorum at the majority of the members unless an organization states something different. This quorum requirement is often too high and most groups have a more realistic provision. The number required for a quorum should be small enough to ensure that one will usually be present but large enough to protect the organization against decisions being made by a small minority of the members. A simple majority is half plus one. If a quorum is present, a majority of those voting, which is often a small proportion of the total membership, has the right to make decisions for the organization. Since this is true, rigid requirements for notifying all members of meetings should be observed." If people cannot attend a meeting, it is important to send a representative with a proxy to protect against the smaller number making policy decisions for the larger group. A question was raised in regard to an organization with an odd number of members. Following discussion Ms. Nickerson offered to investigate further if desired and invited those with additional concerns to contact her by e-mail. In the meantime, she will consult additional parliamentary sources.

7. Adjournment

Dr. Steger adjourned the meeting at 3:45 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/s/ws

Virginia Tech Governance Information

URL: </uc9900/ucm00-03-27.html>

University Council Minutes

April 3, 2000

Present: Greg Brown, Barbara Pendergrass (for Landrum Cross), Ben Dixon, Peter Eyre, Eileen Hitchingham, Janet Johnson, Paul Knox, David Ford (for Peggy Meszaros), Carole Nickerson, Kim O'Rourke, John Eaton (for Len Peters), Jennie Reilly, Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Rich Sorensen, Charles Steger, Malcolm McPherson (for Bill Stephenson), Andy Swiger, Tom Tillar, Kay Heidbreder, Cindy Harrison, Mitzi Vernon, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Joe Hunnings, Tim Pratt, Richard Bambach, John Hillison, John Randolph, Rebecca Crittenden, Suzanne Murrmann, John Seiler, Anita Haney, James Martin, Delbert Jones, Ben Poe, Michael Whipple, Kylie Felps (for Taj Mahon-Haft), Aaron McClung, Shawn Breck

Absent: Bob Bates, Erv Blythe, Skip Fuhrman, Paul Metz, Kamal Rojiani, Deborah Mayo, Eliza Tse, Sam Hicks, Pat Devens, Bernard Feldman, Pete Martens, Rodney Gaines, Jovette Gadson, Donna Cassell, Kimberly DeGuise, Tomoya Ochinerro, Drew Lichtenberger, Laurie Steneck, Peter Zippelius

Guests: Ron Daniel, Leon Geyer, Melissa Smarr, Jennifer Calhoun

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of March 20, 2000

Dr. Steger noted that the minutes from the March 20, 2000, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. New Business

First Reading

Commission on Graduate Studies and Policies Resolution 1999-2000C, Resolution Regarding Residency for Doctoral Candidates. Chair Julia Beamish reviewed this resolution with Council members and stated that the purpose is for clarification of residence requirements and to offer guidance to assist curriculum committees to better manage cases. A concern was raised regarding Extension Agents and other off-campus employees whose free benefit is limited to three credit hours per semester and that this is not being addressed. John Eaton responded that residency is an important part of the Ph.D. program and developing people to take jobs in academia. He also stated that residency requirements and the residency experience may need to be redefined but is not sure how to handle in this context. Individuals can take three free semester hours, but can take more if they want to pay for them. The main point is for students to involve themselves in their department processes and procedures. Much can be resolved for these employees at the department level.

Commission on Student Affairs Resolution 1999-2000A, Resolution Clarifying When Students Are Subject to Disciplinary Action. Chair Sean Blackburn asked Jennifer Calhoun to review this resolution with Council members. Ms. Calhoun explained that there are two changes: 1) to include summer in the academic year and 2) to clarify branch campuses. A question was raised regarding the necessity of the detailed wording in the first three whereas statements. Ms. Calhoun responded that this is for clarification. Chair Blackburn responded that this concern is well taken and will be reviewed.

Commission on Student Affairs Resolution 1999-2000B, Resolution Revising Student Code of Conduct Drug Law Policy. Chair Sean Blackburn asked Jennifer Calhoun to review this resolution with Council members. Following the review, Ms. Calhoun noted that GHB is a synthetic drug that can be manufactured anywhere including dorm rooms and has been responsible for 6000 overdoses and 60 deaths this year.

4. On-going Business

Second Reading

Commission on Undergraduate Studies and Policies Resolution 1999-2000B, Resolution to Revise the Constitution of the Virginia Tech Undergraduate Honor System. Chair Jay Sullivan presented this resolution for second reading. Chair Sullivan commented that the purpose is to streamline the Undergraduate Honor System Constitution and make the process more workable. There being no further discussion, this resolution was voted on and passed unanimously.

Council approved a packet of Commission minutes comprised of:

- Commission on Faculty Affairs, March 3, 2000
- Commission on Student Affairs, March 2, 2000

5. Adjournment

Dr. Steger adjourned the meeting at 3:15 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/s/ws

University Council Minutes

April 17, 2000 3:05 p.m.

Present: Jerry Via (for Bob Bates), Eileen Hitchingham, Pat Hyer (for Peggy Meszaros and Kay Heidbreder), Carole Nickerson, Kim O'Rourke, Len Peters, Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Hap Bonham (for Rich Sorensen), Charles Steger, Malcolm McPherson (for Bill Stephenson), Andy Swiger, Cindy Harrison, Mitzi Vernon, Julia Beamish, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Paul Metz, Tim Pratt, John Hillison, John Randolph, Rebecca Crittenden, Pat Devens, John Seiler, Bernard Feldman, Donna Cassell, James Martin, Delbert Jones, Ben Poe, David Fowler (for Kimberly DeGuise), Christine Coukos (for Taj Mahon-Haft), Aaron McClung

Absent: Erv Blythe, Greg Brown, Landrum Cross, Ben Dixon, Peter Eyre, Janet Johnson, Paul Knox, Jennie Reilly, Tom Tillar, Irene Leech, Terry Herdman, Skip Fuhrman, Kamal Rojjani, Deborah Mayo, Eliza Tse, Sam Hicks, Suzanne Murmann, Pete Martens, Rodney Gaines, Jovette Gadson, Anita Haney, Tomoya Ochinerio, Michael Whipple, Shawn Breck, Drew Lichtenberger, Laurie Steneck, Peter Zippelius

Guests: Jeff Cullen

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. The motion carried.

2. Announcement of approval and posting of Council Minutes of April 3, 2000

Dr. Steger noted that the minutes from the April 3, 2000, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. Announcement from the President

Dr. Steger announced the meeting of the Senate Agriculture Conservation and Natural Resources Committee and the Tobacco Indemnification and Community Revitalization Commission, which is responsible for allocating the tobacco funds for Virginia. They voted to fund the new Institute for Bioinformatics at Virginia Tech, in the amount of \$11.6 million for the biennium. This funding will enable the hiring of approximately 100 researchers, and will provide the basis for significant growth in new research activity.

4. New Business

First Reading

Commission on Faculty Affairs Resolution 1999-2000A, Resolution Regarding Editorial Revisions and Clarification of Section 2.8.4 Faculty Handbook Concerning Additional Consideration in Promotion and Tenure Decisions. Chair Mitzi Vernon explained that any matters that come close to the idea of collegiality should actually not be considered in the process of promotion and tenure decisions. Following careful review by the Commission on Faculty Affairs and Faculty Senate it seemed that there was already a place in the Handbook where this was considered in the broader scheme of promotion or tenure, specifically in section 2.8.4 and also in section 2.7.1 on Ethical Behavior. If decisions are to be made about a person's tenure or promotion that have any reference to or any reason related to ethical behavior this should be so noted in the formal review process. Rewording is necessary because of the ambiguous meaning of the term "energy." The word "energy" will be replaced with "candidate's integrity, professional conduct and ethics."

5. On-going Business

Second Reading

Commission on Graduate Studies and Policies Resolution 1999-2000C, Resolution Regarding Residency for Doctoral Candidates. Chair Julia Beamish stated that the following statement should be reentered at the end of the first sentence: "Exceptions to the minimum number of credit semester and/or employment status can be made for employees of Virginia Tech subject to approval by the Graduate School." Chair Beamish moved acceptance of this resolution with the amendment to add this sentence into the next to the last sentence under the first paragraph. There being no objection a second to the motion was received.

Dr. Pat Hyer made a comment about a question regarding Extension employees that was raised at the April 3 meeting. Extension Faculty have exactly the same right to tuition waiver as any current employee at Virginia Tech. It is not 3 hours as stated in the April 3 minutes, but 9 semester hours during the calendar year and then 5 per semester as with any employee. This waiver exists both at Virginia Tech and Virginia State. In addition, Virginia Cooperative Extension does tuition reimbursement for those living away from the Blacksburg campus and enrolled at another university. They also provide for some employees pursuing their doctorate and interested in residency half pay educational leave or just educational leave

There being no further discussion a vote was taken. This resolution passed with a unanimous vote.

Commission on Student Affairs Resolution 1999-2000A, Resolution Clarifying When Students Are Subject to Disciplinary Action. Chair Sean Blackburn moved acceptance of this resolution with the changes made in accordance with discussion at the April 3 University Council meeting. A second was received and the resolution passed unanimously. A suggestion was made to spell out "UPSL" (University Policies for Student Life).

Commission on Student Affairs Resolution 1999-2000B, Resolution Revising Student Code of Conduct Drug Law Policy. Chair Sean Blackburn moved acceptance of this resolution with the changes made in accordance with discussion at the April 3 University Council meeting. This resolution was moved and seconded. It was suggested that "as illustrated below" be struck from the third WHEREAS. There being no further discussion a vote was taken. This resolution passed unanimously.

Council approved a packet of Commission minutes comprised of:

- o Commission on Administrative and Professional Faculty Affairs, March 9, 2000

- Commission on Faculty Affairs, March 24, 2000
- Commission on Graduate Studies and Policies, March 15, 2000
- Commission on Research, February 9, 2000
- Commission on Research, February 23, 2000
- Commission on Research, March 8, 2000
- Commission on Research, March 22, 2000
- Commission on Student Affairs, March 23, 2000
- Commission on Undergraduate Studies and Policies, February 28, 2000
- Commission on University Support, February 14, 2000

6. For Information Only

Minutes of the University Advisory Council on Strategic Budgeting and Planning of March 23, 2000, were presented for information only.

7. Adjournment

Dr. Steger adjourned the meeting at 3:20 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/sws

Virginia Tech Governance Information

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University Council Minutes

May 1, 2000

Present: Joe Merola (for Bob Bates), Brenda Neidigh (for Erv Blythe), Greg Brown, Landrum Cross, Ben Dixon, Peter Eyre, Eileen Hitchingham, Roberta Minish (for Janet Johnson), Paul Knox, Peggy Meszaros, Carole Nickerson, Kim O'Rourke, John Eaton (for Len Peters), Jennie Reilly, Minnis Ridenour, Ray Smoot, Rich Sorensen, Charles Steger, Bill Stephenson, Andy Swiger, Tom Tillar, Kay Heidbreder, Mitzi Vernon, Julia Beamish, Irene Leech, Terry Herdman, Sean Blackburn, Jay Sullivan, Joe Hunnings, Richard Bambach, Paul Metz, Tim Pratt, John Hillison, Rebecca Crittenden, Sam Hicks, Pat Devens, John Seiler, Bernard Feldman, Pete Martens, Lane Rasmussen (for Anita Haney), James Martin, Delbert Jones, Ben Poe, Tomoya Ochiner, Christine Coukos (for Taj Mahon-Haft), Aaron McClung

Absent: Cindy Harrison, Skip Fuhrman, Kamal Rojiani, Deborah Mayo, Eliza Tse, John Randolph, Suzanne Murrmann, Rodney Gaines, Jovette Gadson, Donna Cassell, Kimberly DeGuise, Michael Whipple, Shawn Breck, Drew Lichtenberger, Laurie Steneck, Peter Zippelius

Guests: Laurie Coble, Wayne Durham, David Ford, Pat Hyer, Mode Johnson, Malcolm McPherson, Susan Trulove

1. Adoption of Agenda

Following a request by Dr. Steger to reorder the agenda, a motion was made to do so and seconded. The motion carried.

2. Announcement of approval and posting of Council Minutes of April 17, 2000

Dr. Steger noted that the minutes from the April 17, 2000, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB. (/)

3. On-going Business

Second Reading

Commission on Faculty Affairs Resolution 1999-2000A, Resolution Regarding Editorial Revisions and Clarification of Section 2.8.4 Faculty Handbook Concerning Additional Consideration in Promotion and Tenure Decisions. Chair Mitzi Vernon moved for approval. The motion was seconded and approved with no further discussion.

Council approved a packet of Commission minutes comprised of:

- Commission on Classified Staff Affairs, March 8, 2000
- Commission on Graduate Studies and Policies, April 5, 2000
- Commission on Outreach, March 9, 2000
- Commission on Student Affairs, April 6, 2000
- Commission on Undergraduate Studies and Policies, March 27, 2000
- Commission on Undergraduate Studies and Policies, April 10, 2000
- Commission on University Support, April 10, 2000

4. New Business

First Reading

Commission on Research Resolution 1999-2000A, Resolution Concerning Disclosure and Approval of External Activities of Faculty

Chair Terry Herdman explained to Council that a request will be made to waive first reading and must be approved by three fourths of the members present. The Commission on Research presents Resolution 1999-2000A Concerning Disclosure and Approval of External Activities of Faculty for consideration by University Council, and strongly recommends its approval at today's meeting. The policy has had extensive discussion and faculty input throughout the spring semester. It has been considerably revised based on the comments received from the Commission on Research and individual faculty members. This resolution describes the process for disclosure and approval for involvement in external activities. The Commission feels some urgency in getting this process in place and approved as soon as possible. Chair Herdman made a motion to waive first reading in order to put this resolution into discussion. If approved it can then go forward to the Board of Visitors at their June meeting and a new process outlined in the policy will be available for use by faculty for the coming year. This motion was seconded.

Dr. Steger said we do not want to pass this resolution on a single reading if there are significant questions. He explained that Council has the prerogative of approving a special meeting where a second reading could occur. If first reading is not waived and a special meeting is not called, the resolution would then need to be reintroduced for first reading in the fall. This policy is to protect faculty so they are not placed at risk as they do entrepreneurial work as we want them to do. Full disclosure is a way to do this as carefully and thoughtfully as possible.

Malcolm McPherson explained that this resolution has been studied at length and he outlined the extensive process undertaken since July of 1999. Discussion started October 20, 1999 when this item was presented at the department heads roundtable breakfast. At the University Committee on Conflict meeting on November 17 a university-wide discussion was initiated. It was reviewed November 18 with the Engineering faculty organization. January 3, 2000, documents were put on the web and everyone was invited to review those documents. Meetings were held January, February and March in colleges, department head meetings, and faculty meetings. Associate deans took the package back to these meetings. A meeting of joint commissions was held January 26, 2000. This information, what we now see as a policy, was introduced to University Council on February 7, 2000. Faculty Senate took part in discussions. E-mails went out to all faculty inviting them to look at the documents and comment. All comments have been taken into account. A March 31 deadline for comment was met by most. Changes made

before being submitted to University Council for consideration include:

1. Sections were rewritten and expanded to make them easier to read.
2. Sections have been reordered to flow better.
3. Most substantial change is that old categories two and three have been eliminated at the request of the Commission on Research so when there is any potential for conflict of interest or commitment that will be a matter of discussion between the department head and the faculty member. This puts more flexibility into the document for the protection and convenience of the faculty member.

There has been four months for discussion of this document. It has been well disseminated and everyone has had many opportunities to review and discuss it. It is requested that this go to the Board of Visitors in June. Many faculty comments have been, "get on with it, we are desperately in need of it."

Dr. Bambach relayed to the Council concerns that a number of faculty members e-mailed to the Faculty Senate officers. These were chiefly concerns about moving to adopt the policy on first reading without opportunity for more time to consider the final document. Mitzi Vernon, Chair of the Commission on Faculty Affairs, offered an amended proposal that would allow the university to move forward while assuring concerned faculty members that policy implementation would be closely monitored and changes made as needed. The amended proposal reads as follows: "That the Policy 13010 be approved provisionally for one year as a "pilot" policy process and that the Committee on Conflicts of Interest and Commitment be formally charged with responsibility to monitor the submission and approval of disclosure documents through the fall term and prepare a summary for the Commission on Research and subsequently the University Council. In preparing such a report, the committee should consult with faculty members and administrators who have negotiated such disclosure agreements and solicit their recommendations for improvements to the process and the policy. Further the committee should take into account comments from other interested parties. Based on the Committee's recommendations, the policy should then be confirmed and/or revised through usual governance procedures by the last Council meeting in Spring 2001."

Dr. Steger summarized the request as follows: If the primary resolution is voted against, then a substitute resolution would be proposed to allow us to use the document for one year with regular reports on how well it is going and then reconsider the document with the appropriate proposed modifications at the end of the year. Professor Vernon responded that this would create an active role on behalf of the Commission on Research and others to follow up and solicit comments from the people making application and others at large.

Malcolm McPherson further noted that a packet of five documents have been under consideration. The policy itself, before University Council at this meeting, is only one of the documents, and it has elicited very little comment from faculty. Most comments have concerned the background and guidelines documents. Policy 13010 is purely concerned with procedures for disclosure, approval, and any oversight that might be considered necessary. This is a tool to allow us to move forward and to continue consideration of other issues.

Chair Terry Herdman did not feel at liberty to make changes without consulting the Commission on Research.

Dr. Steger asked how can we be sure, if this is passed for one year for an example, that the reservations people hold get to the commission, are resolved and we don't find ourselves in this situation a year from now? He noted this will change because we are moving into a new area, the university must do this, and we want faculty to have the full protection of this document. Concerns must be addressed. A deadline for review must be set.

A question was raised regarding what happens if someone becomes subjected to this policy during the provisional year and the outcome is not favorable to that individual; if at the end of the year the policy is rescinded or there are major modifications, legally can the person challenge the outcome of their case? Kay Heidbreder responded the person must abide by the policy in effect at this time.

Carole Nickerson explained that if the motion to waive first reading passes we go forward with a vote on the resolution. If the waiver fails, there must be a new motion to waive for Professor Vernon to present her proposal.

Following extensive discussion in regard to waiving first reading, voting the resolution and proposal of a one-year provisional policy, Chair Herdman made a motion to waive first reading and take action on the resolution. Since it is the Council's last meeting of the academic year, a waiver of first reading was required to vote on the resolution. The waiver, requiring a three-fourths majority, failed.

A motion to waive first reading of Professor Vernon's proposal, as previously read and distributed, passed. Professor Vernon made a motion to accept the proposed implementation of policy 13010 as a pilot; it was seconded. A friendly amendment was presented to add "actively solicit and" between "should take" in the third sentence. The friendly amendment was accepted, a vote was taken, and the resolution passed. It was noted that a Conflict of Interest Committee does currently exist; however, it is not the one to which the new policy refers.

5. Adjournment

Dr. Steger adjourned the meeting at 4:20 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/s/ws

Virginia Tech Governance Information

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