COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
Minutes
September 15, 2022; 3:30-4:30 p.m.
120 Gateway/Zoom

Attendance (in person): Jan Helge Bøhn-Presiding, Francisco Carvallo, Guru Ghosh, Don Hempson, Katalin Parti
Attendance (via Zoom): Jessica Agnew, Penny Muelenaer, Angela Scarpa, Peter Schmitthenner, Megan Seibel, Richard Shryock, Lori Buchanan (guest), Rich Mathieson (guest), April Myers (guest)
Absent with Notice: Dave Close, Ed Jones, Paul Knox, Robert Oliver, Susan Short, Bonnie Zare
Absent: David Brinberg, Farida Jalalzai, Kenner Love

Welcome and Self-Introductions: Jan Helge Bøhn called the meeting to order at 3:31 p.m. and welcomed the group. Self-introductions were made; visual attendance was also taken; a quorum was established.

1. **Adoption of Agenda:** Jan Helge called for additions to the agenda, there were no additions. He called for a motion to approve the agenda; a motion was made; seconded; no discussion; all were in favor; the agenda was approved.

2. **Announcement of Approval of Minutes, May 5, 2022:** Minutes from the May 5, 2022 meeting were sent out electronically for edits and were approved electronically. The minutes were sent to the Governance Information System; and can be found on the web (http://www.governance.vt.edu/).

3. **Overview of the New University Council Structure:** Lori Buchanan and April Myers gave an overview of the new University Council structure; the membership is reduced; the Commission on Outreach and International Affairs (COIA) will report directly to University Council. COIA will have one representative, the suggestion was made to have the representative be the Chair of COIA. Guru Ghosh is an optional member, but can attend if a resolution is to be presented to University Council. All resolutions should have review of Human Resources, Legal and Budget as appropriate implications may be impactful. Draft notices are sent to April Myers prior to a first reading; and forwarded to the University Cabinet for review. The Senates will have an opportunity to comment on resolutions presented by COIA. The estimated timeline for resolutions is between 10-11 weeks provided the process does not have any additional changes to be made to the resolution. If a resolution has completed the second reading and approval of COIA within the academic year, but has not made it through University Council's approval process, the resolutions can be held until University Council's first meeting of fall. **(see attached)**

4. **Election of Vice-Chair:** The call for volunteers of the Vice-Chair of COIA were made. Those members that are faculty and have at least one remaining year left on the commission were identified. The Vice-Chair will preside over COIA when the Chair is unable to attend the meetings; is responsible for chairing the selection committee for the Alumni Awards for Outreach Excellence (both individual and team awards); and becomes the Chair of COIA the following year. Any questions regarding the duties may be directed to Jan Helge, Guru Ghosh or Kimberly Rhodes. Voting must take place at the October 20th meeting.

5. **Acceptance of Constituent Reports and/or Minutes:**
   - **A. Chairman's Report:** University Council has not met, therefore there was no report. Approved University Council meeting minutes can be found at: https://governance.vt.edu/meeting-materials.php.
   - **B. Virginia Cooperative Extension (VCE):** Megan Seibel announced that the new Virginia Cooperative Extension Director, Mike Gutter will begin November 1, 2022. Ed Jones, current director is retiring.
   - **C. Engagement Leadership Council:** Kimberly Rhodes read the summary from Susan Short regarding the September 8, 2022 Engagement Leadership Council meeting updates. The

Engagement Leadership Council met on Thursday, September 8th. Susan Short announced that VTDITC (Virginia Tech Digging in the Crates): Hip Hop Studies will receive the ESC Excellence in Student Community Engagement Award during next week's annual meeting at the University of Georgia. The program is led by Craig Arthur, University Libraries. Susan also shared that Angela Scarpa, Department of Psychology, was selected to receive an Engagement Scholarship Consortium Research/Creative Activities Grant for the Leveraging Community Partnerships to Increase Professional Capacity and Improve Access to Cognitive-Behavioral Therapy for Autistic Youth project. This year, members of the Engagement Leadership Council and campus community will aim to build out an Engaged Scholar Network focused on developing and delivering a graduate certificate program in community engagement as well as a Community-Engaged Scholarship writing retreat to support faculty and graduate students. In addition, a work group will be appointed to create the structure for Virginia Tech's recertification as a Carnegie Foundation 2026 Elective Classification for Community Engagement. Members shared a number of college/department initiatives related to diverse engagement/outreach programs. The next meeting of the Engagement Leadership Council will be Thursday, December 8th.

D. **University Committee on International Affairs (UCIA):** UCIA has not met this year, there was no report to present.

6. **Call for Announcements/Commission Board Member Comments:** Guru Ghosh highlighted two sesquicentennial events that occurred over the summer. Don Hempson gave a brief overview of the Steger Center for International Scholarship celebration the end of June; with close to 80 attendants, tours, a gala dinner and included OIA faculty and staff, Virginia Tech Alumni and local dignitaries. Guru highlighted the Reynolds Homestead 50+ celebration that occurred over Father's Day weekend. The Reynolds family was well represented as well as family of the enslaved community and additional invited guests.

   Don also announced the Global Education Fall Fair to occur September 21st from 10:00 a.m.-4:00 p.m. on the Drillfield.

   Also uplifted was after working to get people out of Afghanistan, a student was able to make her way to the U.S. and is hoping to become a Virginia Tech Ph.D. student.

   The next meeting on October 20, 2022 will welcome the University Registrar to present. The Provost has expressed work to be done regarding a global university-wide strategic plan; and how experiential learning can be integrated both domestically and internationally and the transfer of credits. Questions may include how other universities are able to accept credits.

7. **Adjournment:** There being no further business, a motion to adjourn the meeting was made; seconded; all were in favor; the meeting adjourned at 4:32 p.m.

   Respectfully submitted,
   Kimberly Rhodes, Recording Secretary

   PROPOSED DATES FOR 2022-2023 *(Meetings 3:30-4:30 p.m. unless indicated otherwise)*

   - October 20, 2022
   - November 17, 2022
   - December 8, 2022
   - NO JANUARY MEETING
   - February 16, 2023
   - March 16, 2023
   - April 20, 2023
   - May 4, 2023

Revised Shared Governance Structure

APRIL MYERS
DIRECTOR OF GOVERNANCE ADMINISTRATION
AND
LORI BUCHANAN
SENIOR MANAGER OF GOVERNANCE ADMINISTRATION

VIRGINIA TECH | 150

Major Changes to Shared Governance

1. Changed the structure of shared governance
    a. Creation of University Council Cabinet
    b. Inclusion of University Senates

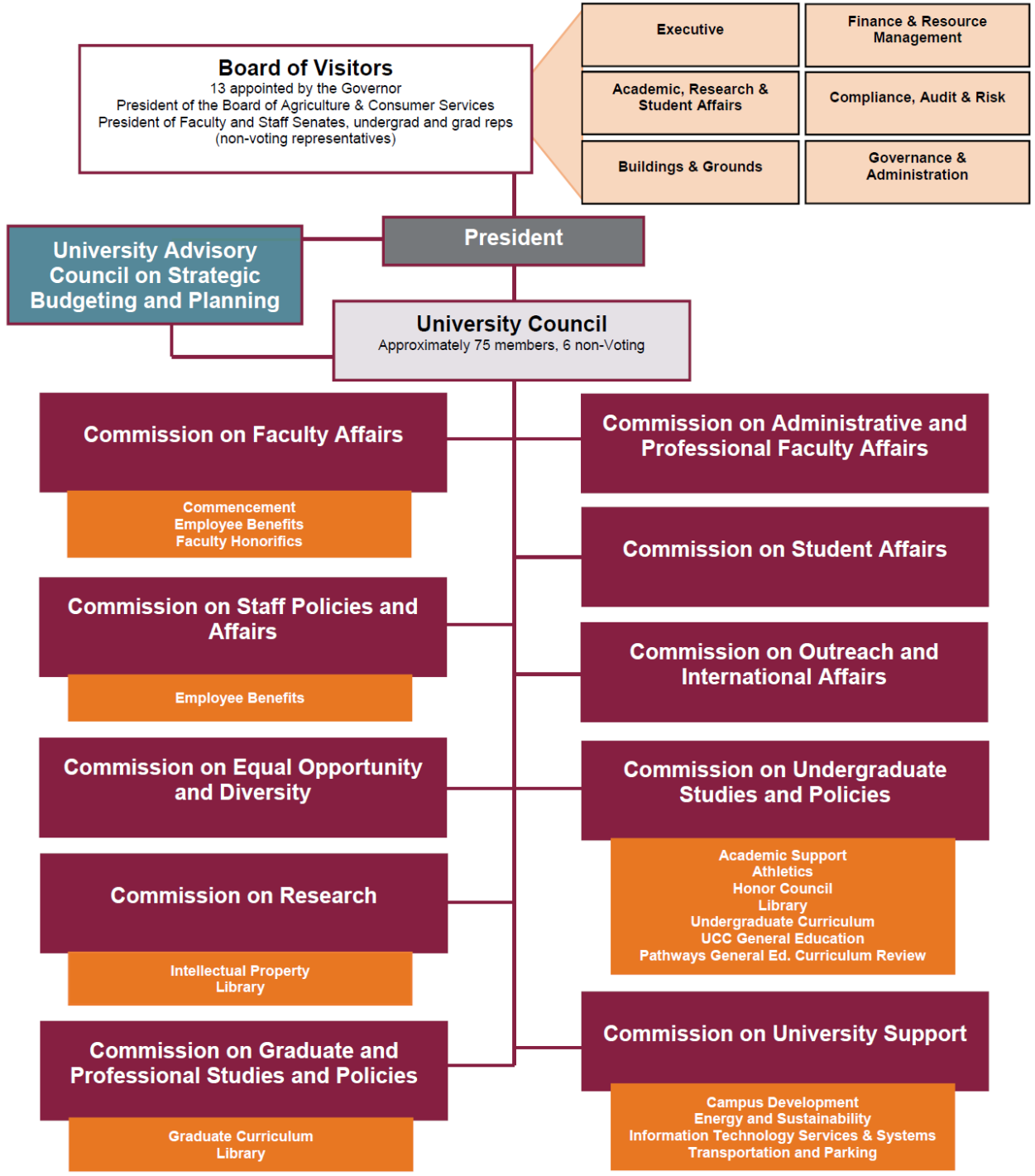
2. Reduced the size of University Council

3. Expanded resolution process
    a. Senates have legislative authority and responsibility over defined areas

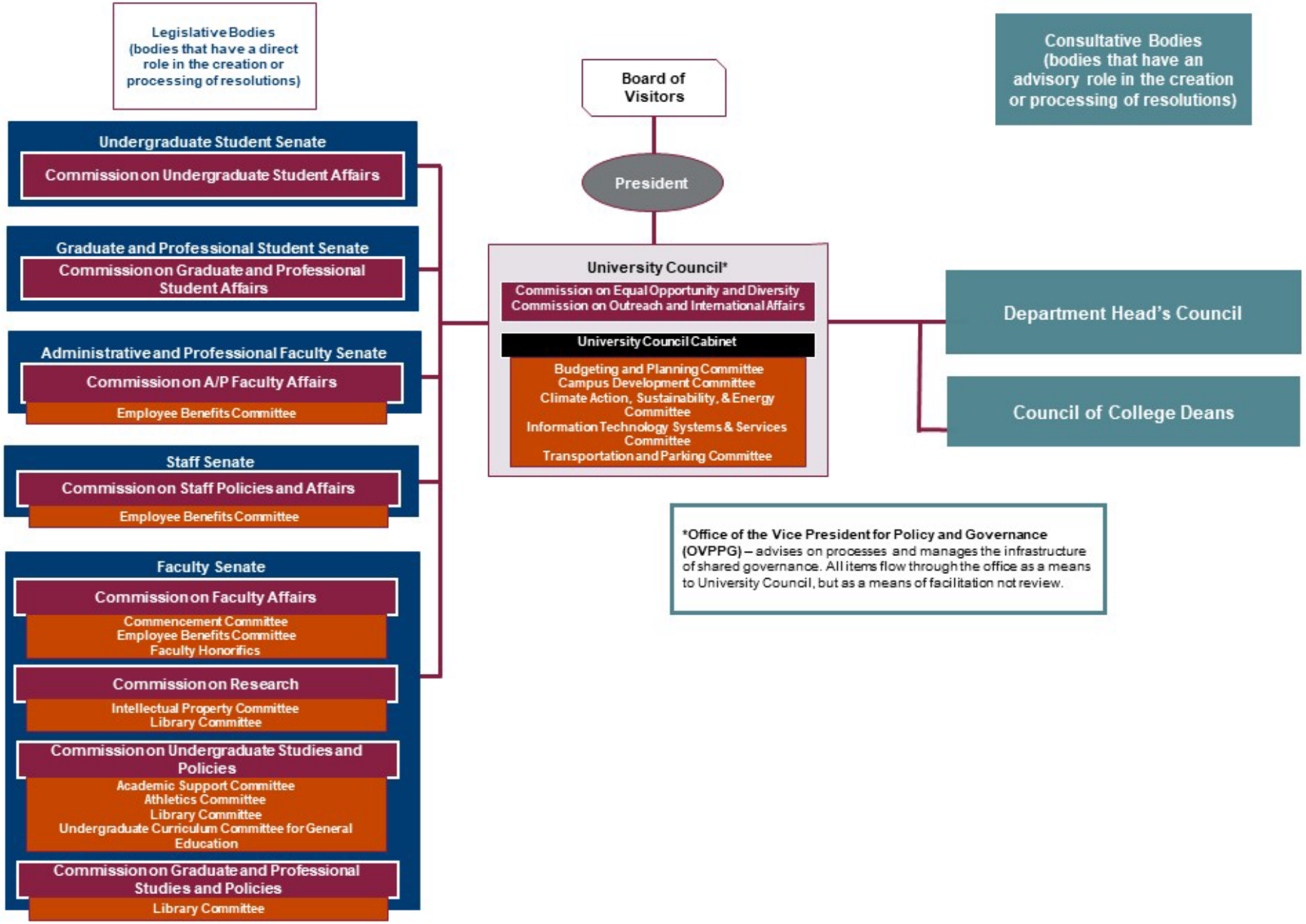
4. New University Mission Initiative process

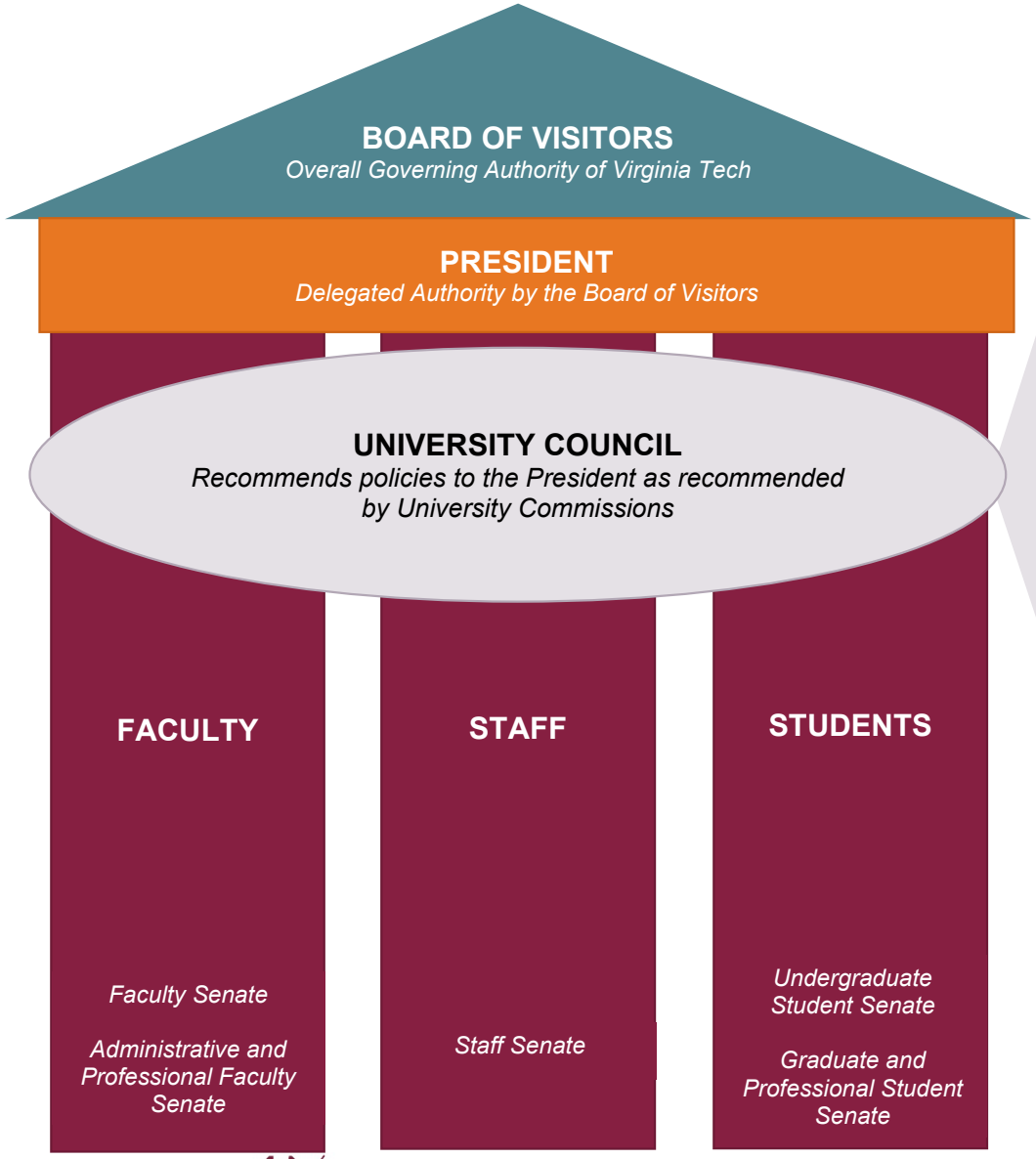
5. Eliminated the university-level approval for course and program proposals

Previous Governance Structure



Revised Governance Structure





- **Advisory body to the President that reviews and makes recommendations on topics of concern for constituencies, and refers matters to the appropriate commissions, senates, committees, groups, or individuals for review.**
- **59 Members**
  - 41 Ex Officio
  - 18 Elected
- Parliamentary Authority – **Robert's Rules of Order**
- **University Council Cabinet**
  - **Facilitates decision-making across the system of shared governance by ensuring that the appropriate groups are creating, reviewing, and advancing policy.**
  - **14 Members**
    - 6 Ex Officio
    - 8 Elected

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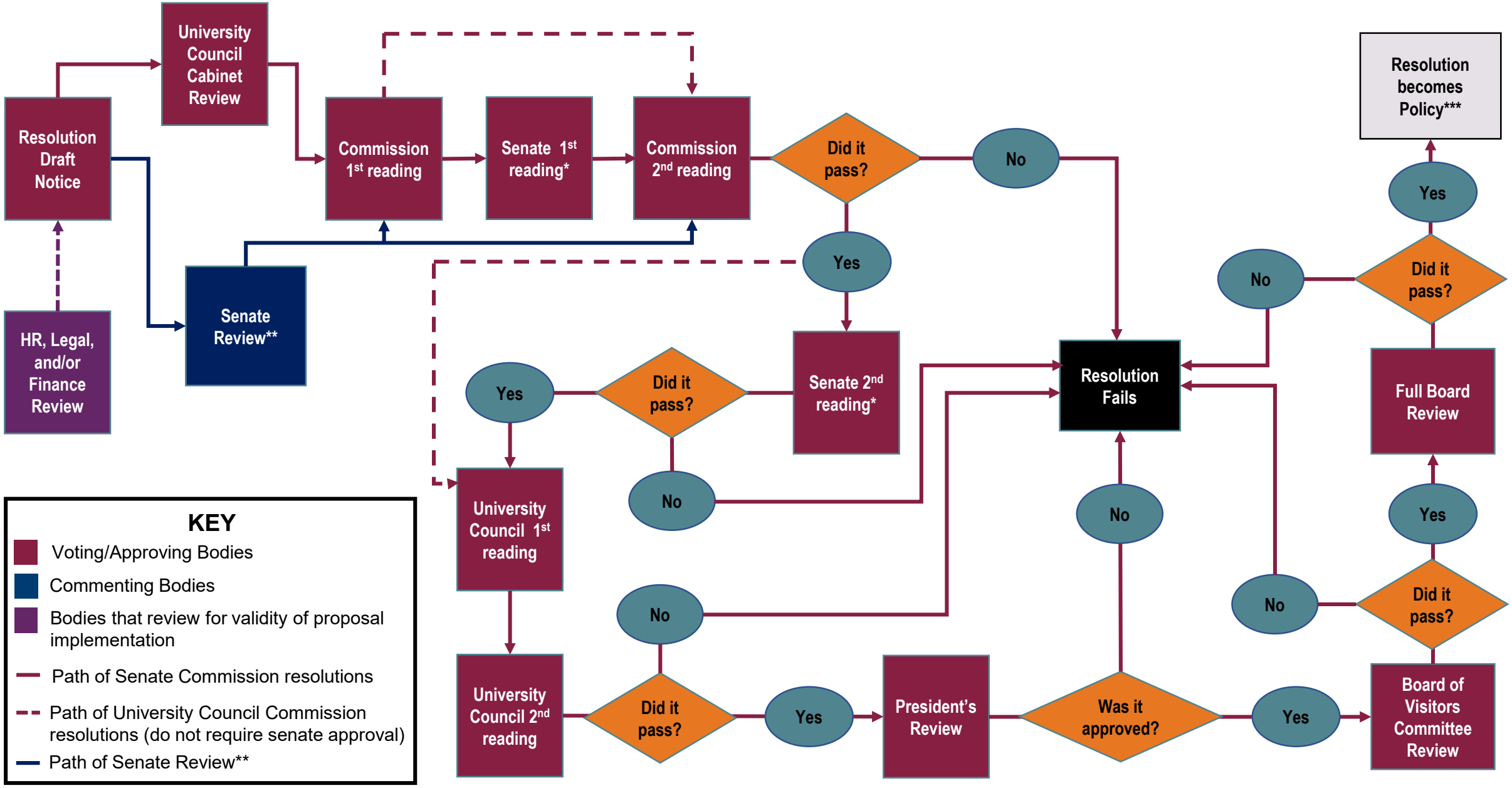

* Senates hold 1st and 2nd readings of resolutions advanced by the commission(s) assigned to them. Since CEOD and COIA report directly to University Council (UC), their resolutions do not have senate readings.

** Senates may comment on resolutions advanced to University Council (UC) by commissions not assigned to them. Comments should be made no later than one week after commission approval but can be made earlier.

*** Some resolutions require approval outside of the University from SCHEV and/or SACSCOC.

Possible Pitfalls

- Failure to consult with other senates and commissions
- Working on topics outside of commission charge
- Failure to consult with Legal, Budget, and/or HR
- Not allotting enough time for the Governance Process

Structure Review Schedule

A review will be conducted following the first and second year to ensure revisions have improved operations. Should they be needed, additional changes and improvements will be considered.