

**University Council Cabinet  
Meeting Summary  
October 14, 2024  
3:30 – 4:30 p.m.  
130 Burruss Hall & Zoom Videoconference**

**Present:** Rachel Miles (co-chair), April Myers, Kim O'Rourke, Laura Belmonte, Natalia Guerrero, Justin Lemkul, Janice Austin, LaTawnya Burleson, & Ronnie Mondal

**Absent with notice:** Cyril Clarke (co-chair), Amy Sebring, Evan Lavender-Smith, & Kiera Schneiderman

**Absent:** Menah Pratt

Rachel Miles called the hybrid meeting to order at 3:30 p.m. A quorum was present.

**1. Adoption of Agenda**

A motion was made, seconded, and approved to adopt the agenda.

**2. Action/Decisions**

- A. The Cabinet voted to cancel the October 21, 2024, University Council meeting for lack of action items (resolutions).
- B. The Cabinet reviewed the UMI process and the draft resolution to form a University Mission Initiative Committee to Recommend Transformative Changes to Graduate Education at Virginia Tech.
  - a. The UC Cabinet recommends the following changes to the University Council Constitution and Bylaws during the "origination phase" to clarify the UMI process:
    - When the UMI concept originates with any "participant in shared governance" other than the President or BOV, the required UMI originating resolution should follow the normal process for resolutions. It should be brought forward to UC Cabinet by a commission as a resolution proposal, and then the originating resolution committing to create the UMI committee should proceed through the standard resolution approval process involving two readings by the commission and the respective senate as well as providing the opportunity for comment by all senates before advancing to University Council for approval.
    - The lead commission should draft the resolution, and the resolution should be numbered University Council Resolution UC 20XX-XX and given a descriptive title.
    - The UC Bylaws currently state that the originating resolution should have sufficient detail to allow the following to be understood clearly: strategic relevance, operations, expected outcomes, assessment methodology, potential expense, and project duration. UC Cabinet recommends the removal of operations, assessment methodology, and potential expense from the list as these matters would be addressed later in the process by the actual UMI committee during the subsequent development, adaptation, and approval phases. Further, project duration should be changed to UMI committee timeline.

- The criteria for eligibility to be a UMI sponsor currently are not stated in the UC Bylaws. The UC Cabinet recommends that to be a UMI sponsor, the individual should possess domain knowledge about the UMI subject and the authority to enact or move forward with the recommendations contained in the resulting resolutions approved through governance at the end of the UMI process.
  - According to the UC Bylaws, the UC Cabinet along with the sponsor(s) of the UMI determine the chair(s) of the UMI committee, outline its charge, and empanel the UMI committee. The UC Cabinet recommends that if the sponsor fails to engage with the University Council Cabinet, then the Cabinet should assume the role of sponsor.
- b. With regard to UC Resolution 2024-25A to create this particular UMI committee, the UC Cabinet determined:
- In accordance with all the recommendations above, CFA will be the lead commission for this UMI originating resolution, and the Provost and Faculty Senate president will be the co-sponsors.
  - CFA chair Justin Lemkul will make minor edits to the originating resolution as discussed by UC Cabinet including making the resolution's title more specific, and the originating resolution (UC 2024-25A) will be on the agenda for first reading at CFA's next meeting.
- C. Kim O'Rourke will send out a form for UC Cabinet members to provide input regarding the items on the "potential changes to shared governance" document previously distributed, and the potential changes will be discussed at the next UC Cabinet meeting.

### **3. Adjournment**

There being no further business, the meeting was adjourned at 4:23 p.m.