

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
MINUTES
September 13, 2007

Attendance: Ray Ali for Mark McCann, Andrew Becker, Jan Helge Bøhn, Sarah Burkett, Terry Clements, S. K. De Datta, Erin Dolan, John Dooley, Lud Eng for Gerhardt Schurig, Kevin Pelzer, Billie Jean Elmer (telecon), Scott Tate, Chris Thomas, Ted Settle, Max Stephenson, Scott Tate, Jane Wemhoener

Absence: Jeri Childers, Devi Gnyawali, Susan Hagen, Osama Marzouk, Ewen McLean

1. Welcome

Erin Dolan welcomed everyone to the meeting and there were special introductions of new members as well as self introductions of continuing members.

Dr. Dolan read the charge of the COIA. She reminded members that both the Outreach Council and the University Council for University Affairs put forth policy to the COIA for approval. The COIA will forward policy to University Council for approval as needed.

2. Agenda Approval

The agenda was approved as presented.

3. Approval of Minutes, May 10, 2007

The May 10, 2007 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

A high priority this year is to consider how P&T guidelines are being followed and practiced in the university community. They were revised several years ago with significant input by the COIA. The recipients of the Outreach Excellence award are inducted into an Academy for Outreach Excellence: The COIA needs to consider how to utilize the expertise of this group.

Will need to continue to work through the university for a common understanding of what is engagement. There is a strong component of internationalization with engagement. There needs to be more clarity of how extension and outreach fits into engagement.

The University Council on International Affairs is working on opportunities related to education abroad and will bring recommendations to the COIA.

The University Council on International Affairs went through a university assessment last year as to where the university is on the implementation of the international strategic plan, and whether some level of certification for students should be offered to those who have reached a particular set of standards as part of their undergraduate experience.

A task force, which was appointed last year, has turned in a final report for enhancing the university's position on language. The time has come to address this component of the learning experience. This would be a shared effort between the COIA and the Commission on Undergraduate Studies.

Another task force, also appointed last year, will be submitting a final report to the COIA in early October as it relates to student engagement.

The deans from each college will be invited to the UCIA this year to discuss how the international strategic plan is being incorporated into each of their colleges and how faculty are being recognized for effort in this area.

5. Outreach NOW 2007

Copies of the Outreach NOW 2007 flyer were shared. The conference is scheduled on September 24 and is scheduled to begin at 1:00 p.m. Secretary Aneesh Chopra will deliver the keynote, followed by an awards ceremony at 2:00 p.m. and concurrent faculty presentations scheduled at 2:30 p.m. and then repeated again at 3:30 p.m. A networking reception will begin at 4:30 p.m. with Secretary Chopra sharing his concluding remarks.

6. Understanding Engagement and Engaged Scholarship

The white paper on “Engagement at Virginia Tech Toward Defining our Future” dated 8/25/07 was distributed and discussion followed. The paper was described as a work in progress. The purpose of the paper is to try to develop language about what is engagement and what is engaged scholarship, and to shape the document as a guideline. The COIA is requested to share this paper with college representatives and to bring input back to the October meeting for discussion. Feedback may be sent to Jeri Childers and Ted Settle.

7. Reports

- **Virginia Cooperative Extension (VCE)**

Ray Ali reported that the Office of Civil Rights of the USDA is scheduling reviews for VCE, the Agriculture Experiment Station and the Human Resources area of the College of Agriculture and Life Sciences.

Dr. Bob Meadows, associate director and state program leader for 4-H Youth Development is retiring.

- **University Council on International Affairs (UCIA)**

The UCIA is discussing the Study Abroad program and funding/tuition models for studies in the summer.

A request has been submitted to the Alumni Office to split the Alumni Award for Excellence in International Outreach and Research. Approved UCIA minutes will be posted at the Outreach and International web site at http://www.outreach.vt.edu/ucip/min_index.html.

8. Other

The January COIA meeting is canceled. The February meeting has been moved up one week and will be held on February 7.

The meeting was adjourned.

Respectfully submitted,

Linda Price
Recording Secretary

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
MINUTES
October 11, 2007

Attendance: Andrew Becker, Jan Helge Bøhn, Jeri Childers, Terry Clements, S. K. De Datta, Erin Dolan, John Dooley, Lud Eng for Gerhardt Schurig, Devi Gnyawali, Billie Jean Elmer (telecon), Traian Iliescu, Alyssa Katz, Max Stephenson, Jane Wemhoener

Absence: Sarah Burkett, Susan Hagen, Osama Marzouk, Mark McCann, Ewen McLean, Kevin Pelzer, Scott Tate, Chris Thomas, Ted Settle

1. Welcome

Erin Dolan welcomed everyone to the meeting. There were self introductions, and Alyssa Katz introduced herself as a new member representing the Student Government Association.

2. Agenda Approval

The agenda was approved as presented.

3. Approval of Minutes, September 13, 2007

The September 13, 2007 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

Jane Wemhoener will attend University Council this year when Erin Dolan is unavailable.

Erin Dolan shared information from the October 2 Outreach Council meeting.

5. Outreach NOW 2007

There were 184 participants at the Outreach NOW 2007 conference. Jeri Childers shared results of the on-line conference evaluation. There was a discussion about what aspects of the conference are particularly valuable.

- Dialogue of selected group of faculty with keynote speaker
- Options for networking long-term session
- Possible themes
- Keynote speaker
- How to involve stakeholders

Space has been reserved at The Inn on September 8 for the Outreach NOW 2008 Conference. A theme needs to be identified in January. This will need to be marketed by early March. Jane Wemhoener will explore the possibility of collaborating with CEUT on the long-term networking session.

6. Understanding Engagement and Engaged Scholarship

There was further discussion on the white paper on "Engagement at Virginia Tech Toward Defining our Future." Commission members shared the paper with their colleagues and reported feedback about the documents strengths and recommendations for improvement.

A committee consisting of Jeri Childers, Terry Clements and Jane Wemhoener will convene and revise the document using the input received at this meeting.

7. Reports

- **Virginia Cooperative Extension (VCE)**

No report.

- **University Council on International Affairs (UCIA)**

Andy Becker reported from the September 4 UCIA meeting. Approved UCIA minutes will be posted at the Outreach and International web site at

http://www.outreach.vt.edu/ucip/min_index.html.

The meeting was adjourned.

Respectfully submitted,

Linda Price

Recording Secretary

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
MINUTES
November 8, 2007

Attendance: Andrew Becker, Jan Helge Bøhn, Erin Dolan, John Dooley, Roger Avery for Gerhardt Schurig, Devi Gnyawali, Billie Jean Elmer (telecon), Francois Elvinger for Kevin Pelzer, Traian Iliescu, Osama Marzouk, Scott Tate

Absence: Sarah Burkett, Jeri Childers, Terry Clements, S. K. De Datta, Susan Hagen, Alyssa Katz, Mark McCann, Ewen McLean, Chris Thomas, Ted Settle, Max Stephenson, Jane Wemhoener

1. Welcome

Erin Dolan welcomed everyone to the meeting. There were self introductions.

2. Agenda Approval

The agenda was approved as presented with a minor change of Erin Dolan reporting for Jeri Childers on Outreach NOW 2008.

3. Approval of Minutes, October 11, 2007

The October 11, 2007 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

University Council

There was no report from the November 5 University Council due to the cancelation of the meeting.

Academy for Outreach

The Academy for Outreach consists of past recipients of the Alumni Award for Outreach Excellence. A report is being compiled of those recipients showing a distribution across colleges to get a sense of how this group can be utilized in a way that is productive with respect to Commission business, i.e. poster awards for Outreach NOW conference, assisting with selection of award winners, etc. A question was raised if an academy for international scholars should be established if there could be a function for the winners of the alumni awards for international. It was proposed that the Academy for Outreach could be expanded to include international, such as the Academy for Outreach and International Affairs. Andrew Becker will take this proposal to the UCIA for discussion. To aid with setting up the new academy, information will be gathered about the existing Teaching Academy at Virginia Tech.

Understanding Engagement and Engaged Scholarship

The committee, Jeri Childers, Terry Clements and Jane Wemhoener are working to revise the white paper on engagement. The revised report will be shared prior to the December meeting, allowing the committee more time to collate feedback.

5. Outreach NOW 2008

Outreach NOW 2008 is scheduled for Monday, September 8, 2008.

Choices of Themes

The theme for last year's conference was on economic vitality, following the engagement thrust of the VT Strategic Plan. It was suggested that the theme for this year's conference also be taken from

the engagement scholarship area of the strategic plan on either student engagement or international education and research.

Discussion for student engagement theme:

- Cooperative Extension provides a platform to advance student engagement – workshops at Outreach NOW and potential for students to be connected through local extension offices during their college breaks in their home regions.
- Student engagement and student learning can combine both domestic and international.
- VT-ENGAGE abroad.

More in-depth discussion will follow at the next meeting.

Suggestions for keynote speaker:

- Governor Tim Kaine
- Secretary General of the World Health Organization
- Jimmy Carter

Suggestions for workshop leaders:

- Allison L. Dunn, Coordinator of Leadership Development Officer, University Unions and Student Activities at Virginia Tech

Program Design

- Program design this past year was better than previous years.
- Include workshop that continues the conversation with keynote.
- Offer a fewer number of workshops. There were eight workshops at the 2007 conference.
- Continuation/long-term networking/discussion group to follow up with issues of interest that come up during the event. Jane Wemhoener contacted the CEUT as facilitators, and can also look at Service-Learning as facilitators for the long-term group.
- The faculty recognition part of the program will be a printed brief description of the award winners and then recognize each to downsize this part of the program.
- The purpose of Outreach NOW is to raise the profile of outreach within the university and better equip faculty in how they can become involved in outreach-related activities and to see engagement differently. This is not a faculty/student program.
- Look at those graduate students who participate in the Citizens Scholar Program to be appropriate participants in the educational program because they are future academics.
- Bring in a student to talk about the value of student engagement or have a brief slide show or video presentation that captures the theme of VT-ENGAGE, displaying students and faculty working together in context of learning
- Should model and include in the workshops the involvement of students for the presentations, undergraduate research, international student engagement
- Workshop led by Jack Dudley with an honor student to showcase student engagement

6. Language Competency

In January 2007 in response to one of the leading strategies of the international strategic plan of the university, which speaks to the need for greater opportunities for building language competencies of faculty, staff and students, a task force of 14 members was charged with ways to proceed with this plan. The report raised critical issues for entering students at Virginia Tech and graduate student language competency. The major theme of the report is how under-funded Virginia Tech is as it relates to language as compared to other peer groups. The team met earlier in the week with the Provost and the Dean of the College of Liberal Arts and Human Sciences regarding their

recommendations. The Provost committed \$250,000 of new base resource to provide new faculty lines in Foreign Language and Literatures. The task force report will be available on the web for further perusal.

7. **Reports**

- **Virginia Cooperative Extension (VCE)**

No report.

- **University Council on International Affairs (UCIA)**

Andy Becker reported from the November 1 UCIA meeting. Approved UCIA minutes will be posted at the Outreach and International web site at

http://www.outreach.vt.edu/ucip/min_index.html.

The meeting was adjourned.

Respectfully submitted,

Linda Price

Recording Secretary

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

December 13, 2007

Attendance: Ray Ali for Mark McCann, Jan Helge Bøhn, Sarah Burkett, Jeri Childers, Terry Clements, Erin Dolan, John Dooley, Lud Eng for Gerhardt Schurig, Devi Gnyawali, Kevin Pelzer, Max Stephenson, Chris Thomas, Jane Wemhoener

Absence: Andrew Becker, S. K. De Datta, Billie Jean Elmer, Susan Hagen, Traian Iliescu, Alyssa Katz, Osama Marzouk, Ewen McLean, Scott Tate, Ted Settle

1. Welcome and Introductions

Erin Dolan welcomed everyone to the meeting. There were self introductions.

2. Agenda Approval

The agenda was approved with agenda item #7, Review Policy Statement on Participation in International Exchange, being tabled due to Dr. Becker not being available for the discussion.

3. Approval of Minutes, November 8, 2007

The November 8, 2007 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

Academy for Outreach

Erin Dolan provided, electronically, the past recipients of the Alumni Award for Outreach Excellence. There have been 18 award recipients since the inception of the Academy for Outreach in 1995. There is a good representation across most of the colleges. It was suggested that award recipients be invited to serve on the selection committee for the current year's award, as judges of posters and on the Outreach NOW planning committee.

5. Vice Chairman's Report

Alumni Award for Outreach Excellence

An awards subcommittee was approved consisting of Jan Helge Bøhn, chair; Sarah Burkett; and Devi Gnyawali. Jan Helge Bøhn will ask Llyn Sharp, last year's award recipient, and another past award recipient for a total of five members. March 19, 2008 was identified as the deadline for nominations.

6. Understanding Engagement and Engaged Scholarship

Progress to date:

- The subcommittee met with CEUT in further defining engagement.
- Members of the Academy for Outreach and others should be invited for discussions as part of a learning community on campus.
- Sharing expertise with new and continuing faculty scholars interested in engagement.

- The committee recommendation, starting with the Academy and others invited, is to integrate with the conversations at the annual conference.
- Have Citizens Scholar Program and the Future Professoriate meet with this group for a broader discussion.
- Participation of the Extension Excellence Award winners. Ray Ali will bring information to the next meeting about those awards.
- A pilot test needs to be done with the Academy for their responses.
- The invitation/facilitator could be a CEUT/faculty member. Having a co-facilitator would be important.
- The next step will be for the subcommittee will meet with CEUT to start an informal conversation that will lead to a formal invitation.

7. Review Policy Statement on Participation in International Exchange

Report from University Council on International Affairs (UCIA)

This agenda item was tabled until the February meeting.

8. Outreach NOW 2008

Theme of Student Engagement

The following was proposed/discussed for the planning committee:

- Invite an associate dean who works with student engagement
- Others who should be invited
- Question on how this should be framed
- Jeri Childers will give an update at the next meeting

9. Reports

Virginia Cooperative Extension (VCE)

The annual In-service Conference will be held on January 15-17, 2008 at The Inn.

The Civil Rights Review took place on December 5-9, 2007. One AREC and four Extension units participated in the review.

Respectfully submitted,

Linda Price
Recording Secretary

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

February 7, 2008

- Attendance:** Ray Ali for Mark McCann, Mike Bertelsen for S. K. De Datta, Jan Helge Bøhn, Jeri Childers, Terry Clements, Erin Dolan, John Dooley, Gerhardt Schurig, Traian Iliescu, Osama Marzouk, Scott Tate, Jane Wemhoener
- Absence:** Andrew Becker, Sarah Burkett, Billie Jean Elmer, Devi Gnyawali, Susan Hagen, Alyssa Katz, Ewen McLean, Kevin Pelzer, Ted Settle, Max Stephenson, Chris Thomas
- Guest:** Jim Dubinsky

1. Welcome and Introductions

Erin Dolan welcomed everyone to the meeting. There were self introductions.

2. Agenda Approval

The agenda was approved with agenda item #7, Review Policy Statement on Participation in International Exchange, being tabled due to Dr. Becker not being available for the discussion.

3. Approval of Minutes, November 8, 2007

The November 8, 2007 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

Erin Dolan reported from the January 29 Outreach Council meeting. Approved minutes will be posted at the Outreach and International Affairs web site at:

http://www.outreach.vt.edu/council/council_min_index.html and the February 4 University Council meeting. Approved minutes can be found at: <http://www.governance.vt.edu/minutes.php>

5. Vice Chairman's Report

Alumni Award for Outreach Excellence

The awards nominations deadline is March 19, 2008. A committee has been formed. Commission members were encouraged to remind faculty and staff in their colleges of the deadline. Names of college award winners have been received from Pamplin College of Business and College of Architecture and Urban Studies. College award winners are eligible for alumni awards.

6. Student Engagement Task Force/Formation of the Center for Student Engagement and Community Partners

Results and recommendations were reported from the Student Engagement Task Force. A handout of a PowerPoint presentation was shared and discussion followed. Base funding will be provided by the university with the center generating external resources from program sponsors or sponsored research. Further information may be obtained from Jeri Childers and John Dooley.

7. Understanding Engagement and Engaged Scholarship

An information sheet was discussed. Meetings will be held with Outreach Academy members and recipients of the college outreach awards in February and April. Forty-two faculty were contacted, and 10 faculty have confirmed their attendance. It was decided that recipients of Extension Excellence Awards should be included in the conversation. A refined definition will be prepared over the summer to share at the pre-conference at Outreach NOW.

8. Review Policy Statement on Participation in International Exchange

Report from University Council on International Affairs (UCIA)

This agenda item was tabled until the March meeting.

9. Outreach NOW 2008

The theme “Promise of Campus-Community Partnerships: Learning Through Student Engagement” was proposed. Feedback for proposed changes on the theme is requested by the March meeting. Milestones of the proposed conference were discussed. Five faculty presentations have been proposed concurrently. Faculty will be the primary audience. Community partners and students will be invited this year as presenters for the workshops and, therefore, included in the conference.

10. Reports

Virginia Cooperative Extension (VCE)

Nominations for the Alumni Association Extension Excellence Award are being accepted with a deadline of February 8, 2008. A list of previous award recipients was provided.

Respectfully submitted,

Linda Price
Recording Secretary

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

March 13, 2008

Attendance: Ray Ali for Mark McCann, Mike Bertelsen for S. K. De Datta, Jan Helge Bøhn, Sarah Burkett, Jeri Childers, Erin Dolan, John Dooley, Steven Duke for Andrew Becker, Devi Gnyawali, Lud Eng for Gerhardt Schurig, Osama Marzouk, Max Stephenson, Chris Thomas

Absence: Terry Clements, Billie Jean Elmer, Susan Hagen, Traian Iliescu, Alyssa Katz, Ewen McLean, Kevin Pelzer, Ted Settle, Scott Tate, Jane Wemhoener

1. Welcome and Introductions

Erin Dolan welcomed everyone to the meeting. There were self introductions.

2. Agenda Approval

The agenda was approved as presented acknowledging Steven Duke as representing Andy Becker on the agenda.

3. Approval of Minutes, February 7, 2008

The February 7, 2008 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

Erin Dolan reported from the February 18 University Council meeting. Approved minutes can be found at: <http://www.governance.vt.edu/minutes.php>.

5. Vice Chairman's Report

Alumni Award for Outreach Excellence

The awards nominations deadline is March 19, 2008. Commission members were encouraged to send reminders to faculty and staff in their colleges of the deadline.

6. Understanding Engagement and Engaged Scholarship

Jeri Childers, Terry Clements, Jane Wemhoener and Ray Ali met with members from the Academy for Outreach Excellence on February 18 for the purpose of further defining engagement. Recipients of the Alumni Award for Extension Excellence as well as off campus offices will also be included in upcoming discussions. A document was shared describing how universities across the country have approached defining scholarship/outreach. Another meeting is scheduled on April 8.

**7. Review Policy Statement on Participation in International Exchange
Report from University Council on International Affairs (UCIA)**

A "Policy Statement on Student Participation in International Exchange Programs," was distributed and discussed. This new policy revision has been discussed and approved by the UCIA. The CALS college committee recommended this formal current policy statement to clarify

that students transferring to Virginia Tech can apply for the exchange program. There are over 70 student exchange agreements in place. Last year there were more than 100 students abroad for academic credit on exchange programs. It was decided that this remain as policy/practice at this time. If this is challenged in the future, then it can be revisited and sent formally through university governance.

Alumni Award for Excellence in International Education, Alumni Award for Excellence in International Outreach, Alumni Award for Excellence in International Research

The call for nominations for the Alumni Awards for International Education, Outreach and Research has been distributed. The deadline for nominations is April 1, 2008.

8. Outreach NOW 2008

Reviewers are being contacted. The call for proposals for presentations, posters and exhibits, and an announcement for the conference will be sent out soon. Nominees from the following areas will be invited to participate as a review panel for the Outreach NOW 2008 Conference:

- Academy of Outreach Excellence
- Winners of the Virginia Cooperative Extension Alumni Association Extension Excellence Award
- Commission on Outreach and International Affairs
- Student Affairs
- VT-Engage Steering Committee
- Selected students; a total of 20 students are welcomed

9. Reports

Virginia Cooperative Extension (VCE)

Virginia Cooperative Extension is undergoing faculty reviews using on-line reporting. The winner of the Alumni Award for Excellence in Extension has been selected.

Respectfully submitted,

Linda Price
Recording Secretary

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

April 10, 2008

Attendance: Jan Helge Bøhn, Jeri Childers, Terry Clements, Erin Dolan, Mary Beth Dunkenberger for Max Stephenson, Billie Jean Elmer, Devi Gnyawali, Traian Iliescu, Kevin Pelzer, Gerhardt Schurig, Jane Wemhoener

Absence: Mark McCann, Andrew Becker, Sarah Burkett, S. K. De Datta, John Dooley, Susan Hagen, Alyssa Katz, Osama Marzouk, Ewen McLean, Ted Settle, Scott Tate, Chris Thomas

1. Welcome and Introductions

Erin Dolan welcomed everyone to the meeting. There were self introductions.

2. Agenda Approval

The agenda was approved as presented.

3. Approval of Minutes, March 13, 2008

The March 13, 2008 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

Erin Dolan reported from the April 7 University Council meeting. Approved minutes can be found at: <http://www.governance.vt.edu/minutes.php>.

5. Vice Chairman's Report

Alumni Award for Outreach Excellence

Jan Helge Bøhn, chair of the award sub-committee, named the winners of the individual and team awards. Names are withheld from the minutes pending the awards ceremony later in the summer.

6. Understanding Engagement and Engaged Scholarship

A meeting was held on April 8 to continue the discussion of defining engagement. A list of those in attendance was shared, which included representatives from the COIA and the Academy of Outreach Excellence among other entities. A handout of "Evaluation Criteria for the Scholarship of Engagement," which is used by the national Review Board was shared and discussed. Another meeting will be held prior to the May 8 COIA meeting.

7. Review Policy Statement on Participation in International Exchange

University Council on International Affairs (UCIA)

Erin Dolan and Jan Helge Bøhn reported for Andrew Becker on the March 20 UCIA meeting. Approved UCIA minutes will be posted at the Outreach and International web site at http://www.outreach.vt.edu/ucip/min_index.html.

8. Outreach NOW 2008

Date savers for the Outreach NOW 2008 Conference were distributed. Additional flyers are available from Jeri Childers. At this time, five presentations, three exhibits and nine posters have been identified. An orientation for panelists will be held within the next two weeks.

9. Meeting Dates for Next Week

A list of meeting dates for next year was distributed and discussed: September 11, October 9, November 13, December 11, January 8, February 12, March 12, April 9, May 14. After discussion it was proposed that the January 8 meeting be canceled and the February meeting be moved up to February 5. Final decisions will be confirmed at the May 8 COIA meeting.

10. Reports

Virginia Cooperative Extension (VCE)

No report.

Respectfully submitted,

Linda Price
Recording Secretary

Defining Engagement
April 8, 2008
9:00-10:30
IVTSCC-Duck Pond Room

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Evaluation Criteria for the Scholarship of Engagement

These criteria are used by the National Review Board to assess and evaluate the Scholarship of Engagement. Drawing from the criteria presented in *Scholarship Assessed: A Special Report on Faculty Evaluation*, (Glassick, Huber & Maeroff, 1997), they have been adapted to more closely reflect the unique fit with the Scholarship of Engagement.

The Scholarship of Engagement is a term that captures scholarship in the areas of teaching, research, and/or service. It engages faculty in academically relevant work that simultaneously meets campus mission and goals as well as community needs. In essence, it is a scholarly agenda that integrates community issues. In this definition, community is broadly defined to include audiences external to the campus that are part of a collaborative process to contribute to the public good.

In applying these criteria, the National Review Board for the Scholarship of Engagement is mindful of the variation in institutional contexts, the breadth of faculty work, and individual promotion and tenure guidelines.

Goals/Questions

- Does the scholar state the basic purpose of the work and its value for public good?
- Is there an "academic fit" with the scholar's role, departmental and university mission?
- Does the scholar define objectives that are realistic and achievable?
- Does the scholar identify intellectual and significant questions in the discipline and in the community?

Context of theory, literature, "best practices"

- Does the scholar show an understanding of relevant existing scholarship?
- Does the scholar bring the necessary skills to the collaboration?
- Does the scholar make significant contributions to the work?
- Is the work intellectually compelling?

Methods

- Does the scholar use methods appropriate to the goals, questions and context of the work?
- Does the scholar describe rationale for election of methods in relation to context and issue?
- Does the scholar apply effectively the methods selected?
- Does the scholar modify procedures in response to changing circumstances?

Results

- Does the scholar achieve the goals?
- Does the scholar's work add consequentially to the discipline and to the community?
- Does the scholar's work open additional areas for further exploration and collaboration?
- Does the scholar's work achieve impact or change? Are those outcomes evaluated and by whom?

Communication/Dissemination

- Does the scholar use a suitable styles and effective organization to present the work?
- Does the scholar communicate/disseminate to appropriate academic and public audiences consistent with the mission of the institution?
- Does the scholar use appropriate forums for communicating work to the intended audience?
- Does the scholar present information with clarity and integrity?

Reflective Critique

- Does the scholar critically evaluate the work?
- What are the sources of evidence informing the critique?
- Does the scholar bring an appropriate breadth of evidence to the critique?
- In what way has the community perspective informed the critique?
- Does the scholar use evaluation to learn from the work and to direct future work?
- Is the scholar involved in a local, state and national dialogue related to the work?

Modified March 2002

Register
Today!



The Promise of Campus–Community Partnerships: Learning Through Student Engagement

Monday, September 8, 2008

The Inn at Virginia Tech and Skelton Conference Center

This year's theme, *The Promise of Campus–Community Partnerships: Learning through Student Engagement*, reflects Virginia Tech's goal of working with stakeholders to become more actively engaged in creating economic and social impact in local communities in Virginia and around the world while supporting student learning.

This fourth annual conference features **Tim Kaine** (invited), Governor of the Commonwealth of Virginia, as keynote speaker; an awards ceremony acknowledging outreach scholars; presentations; exhibits and poster session; and a networking event at 4:30 p.m.

The afternoon conference starting at 1:00 p.m. will call us to strengthen the relationships with our local, regional, and international communities and to renew our commitment to enhancing the student experience through a focus on experiential learning, service-learning, internships, externships, cooperative education experiences, education abroad, student and community-based research and projects.

Space is limited. Register by **August 29**.

For more information or registration, visit:
www.opd.vt.edu/outreachnow/

Sponsored by



Office of the Vice President for Outreach and International Affairs
and the Commission on Outreach and International Affairs

COIA Proposed Meeting Dates for '08-'09 (2nd Thursday)

- September 11
- October 9
- November 13
- December 11
- ~~January 8~~
- February 12 — *move up - Feb. 5.*
- March 12 — *spring break?*
- April 9
- May 14

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

May 8, 2008

3:30-4:30 p.m.

325 Burruss Hall

Attendance: Ray Ali, Andrew Becker, Jan Helge Bøhn, John Dooley, Devi Gnyawali, Osama Marzouk, Kevin Pelzer, Max Stephenson, Scott Tate, Chris Thomas, Jane Wemhoener

Absence: Sarah Burkett, Jeri Childers, Terry Clements, S. K. De Datta, Erin Dolan, Billie Jean Elmer, Susan Felker, Susan Hagen, Traijan Iliescu, Alyssa Katz, Mark McCann, Ewen McLean, Gerhardt Schurig, Ted Settle

1. Welcome and Introductions

Jan Helge Bøhn chaired the meeting and welcomed everyone. Self-introductions were made.

2. Agenda Approval

A call was made for suggestions and modifications to the agenda. The agenda was approved by acclamation as presented.

3. Approval of Minutes, April 10, 2008

The April 10, 2008 Minutes were approved electronically and have been forwarded to University Council for approval.

4. Chairman's Report

Jan Helge Bøhn reported from the April 7 University Council meeting. There were six motions approved:

- a. Administrative/Professional Faculty need for autonomy. Currently there is an agreement with the Commonwealth of Virginia regarding the need for some level of autonomy and the need to make adjustments; one being to modify how people are evaluated. Our performance-based ranking system has gone from a three point system to a four point system.
- b. Masters of Fine Arts (MFA) & Creative Technologies for the College of Architecture and Urban Studies. We have created a new MFA in Creative Technologies in the College of Architecture and Urban Studies. The question arose as to whether the degree was an MFA or just an MA. It was confirmed that it was an MFA, which would indicate a terminal degree.
- c. Policies Derivative-evaluation of A/P faculty and staff. Currently there are some regular policies regarding the evaluation of Professional Faculty and staff. The Council will be coming back in about a year or two and see how people are being rated in order to decide if the rating system makes sense. There was discussion over word choices for the classification of people who are either slipping in performance or who are new and are improving. The possibility of having one classification for two performances on the same level was discussed.
- d. Policy on Dismissal of a Patient from Care at the Health Center: Part of the accreditation is having a policy on how to dismiss patients from the health center. Previously, there was not a formal policy. Now there is a policy on how to dismiss a student who refuses to participate in his or her own care. It was discussed that if the policy referred to mental health, primarily designed to cut down on our liability.
- e. Undecided Motion Regarding Weapons Policy. The Council did not decide on anything with regards to expanding the weapons policy for students. The issue was whether or not to expand

the policy and how to include a ban on ammunition storage in dorm rooms. Although the group was determining how to proceed, there were a lot of unresolved cases that were tabled and will need to be reintroduced.

- f. **Energy and Sustainability Committee.** Recommended the adjustment of the membership in the Energy and Sustainability Committee. Primarily, the issue was to move the responsibility for nominating the two student members to the SGA and GSA.

(Approved minutes can be found at: <http://www.governance.vt.edu/minutes.php>.)

5. **Nominating Committee Report-Chair and Vice Chair for COIA Announced**

Andy Becker spoke on the Nominating Committee Report and Election of the 2008-2009 chair and vice chair. It was established that the COIA meeting had a quorum. Andy said the nominating committee had met to discuss officers for next year. Jane Wemhoener was nominated as chair and Terri Clements as vice chair, and both Jane and Terri accepted their nominations. The motion was seconded and on the table. It was asked if there were any other nominations, and there were not. It was moved to close nominations and nominations were closed. All were in favor of closing nominations, with none opposed. Nominations were closed. Jane opted not to make a speech. There was a call for further discussion, and no one responded. Then a call for votes was made, and the election was unanimous.

6. **Understanding Engagement and Engaged Scholarship**

Ray Ali and Jane Wemhoener spoke regarding Engagement and Engaged Scholarship. Ray and Jane met about a week ago. They visited the current status of the Outreach NOW pre-conference sessions with regard to engagement and engaged scholarship, extending invitations to those who have already participated in the conversation and those who are close to presentations for the Outreach NOW conference. Jane indicated that the group is opening it up to participants, because they seem likely candidates for this conversation. Ray indicated it was his understanding that would be a re-draft, or another look at the White Paper for engaged scholarship and then review the conversation. Jane said one of things she'll be working on over the summer is taking her notes from the conversations she has had, categorizing them and pull them all together, since there are different themes and they're quite distinct. Some conversations may include promotion and tenure, hiring with encouragement to serve, and encouragement to engage. There are a lot of different questions from a department level, college level and individual level to sort through and share with the committee. The White Paper will come out and need to be closed hopefully after September. John Dooley asked if there would be any items for the commission to take up next year that are related to policy change. Jane indicated that she does anticipate this. Ray indicated there is a consistent interpretation of engagement flowing across A/P faculty and staff. Scott Tate was interested in attending the meeting for the Outreach NOW conference with the commission members. Jane indicated that she will make sure that something official goes out to invite commission members and that they would be important in helping people articulate, organize and participate in workshops.

7. **Outreach NOW 2008**

Since Jeri is on leave, John Dooley spoke on Outreach NOW. The response to the RFP for sessions as well as for posters has been overwhelming. There were 14 or 18 different proposals for the full workshops as well as a lot of activity and different proposals this year. The poster sessions suggest how we should make decisions with consideration to the space we have. An invitation was sent to the Governor's office to attend Outreach NOW and he tentatively plans to attend. Encourage your colleagues to come.

8. Reports

a. University Council on International Affairs (UCIA)

Andy Becker spoke on the reports from UCIA. A subcommittee met and awarded the Excellence in International Education award to Devi Gnyawali, the Excellence in International Outreach award to Glenda Snider, and the Excellence in International Research award to John Browder. The UCIA has been dealing with several issues, one being a change in the paperwork students must complete before Study Abroad trips. There are certain items concerning health issues that they cannot be asked to disclose. A voluntary disclosure form was developed and Steven Duke worked to find out what other universities were doing and then ran it by the legal department. Steve is going to write a final draft and run it by legal for a final time. The proposal to link tuition, faculty salaries and summer study abroad programs is moving forward. The idea is that some or all of the tuition money for summer study abroad programs goes back into the program, whereas in the model we have now, each department gets a summer budget for their summer teaching and if they have any left to support a study abroad program, they can do it. If not, then there is nothing they can do. The proposal that is going forward would eventually lead to sort of an enhanced revenue. Have more people study abroad and some of the money would come back into the program to allow programs to run in the summer. The plan is currently being developed. For next fall, a couple of issues are set to come back. One of them was revisiting the university's strategic plan, the international strategic plan. The other is to discuss if there is anything we can do to help support the regional centers in various spots. They're all moving along at different rates.

b. Virginia Cooperative Extension (VCE)

Ray Ali spoke on the reports from the VCE. There were two items to discuss. First, summer interns were selected. They are usually juniors or seniors who are brought on board to work for the summer in Cooperative Extension. There are about 27, which is roughly one for every 10 extension agents. This provides a good resource for professional development of the intern. Second, a 4H camping season is now beginning throughout the commonwealth.

Meeting Dates for Next Year

September 11, 2008

October 9, 2008

November 13, 2008

December 11, 2008

February 5, 2009

March 12, 2009

April 9, 2009

May 14, 2009

Respectfully submitted,

Kimberly Rhodes
Recording Secretary