

## COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes  
May 6, 2010  
3:30-4:30 p.m.  
Drillfield, IVTSCC

**Attendance:** Jan Helge Bøhn, Andrea Brunais, Jeri Childers, Terry Clements, John Dooley, François Elvinger, Lori Greiner, Gary Long, Joao Macieira, Fadel Megahed, Bob Smith, Max Stephenson, Jane Wemhoener

**Absent:** Ray Ali, John Browder, Susan Clark, S.K. De Datta, Billie Jean Elmer, Devi Gnyawali, A.L. (Tom) Hammett, Sharon Meehan, Lenah Nguyen, Mike Roberts, Ted Settle, Gerhardt Schurig

### 1. Welcome and Introductions

Terry Clements welcomed everyone and asked if there were any announcements.

### 2. Agenda Approval

Terry Clements amended the agenda indicating the VCE and UCIA reports would not be given, as Ray Ali and John Browder were not present at the meeting. She requested approval of the amended agenda; motion was made to approve; it was seconded and the amended agenda was approved.

### 3. Approval of Minutes, April 8, 2010

Terry Clements announced that the April 8, 2010 minutes were electronically approved and have been forwarded to University Council for approval.

### 4. Chairman's Report

Terry Clements gave the report on the University Council meeting. Terry indicated that the minutes are posted at the website: <http://www.governance.vt.edu>. She pointed out University Council had passed a resolution in support of the name change of the College of Natural Resources to the College of Natural Resources and Environment. The resolution will go to the Board of Visitors at its June meeting. Terry indicated there was considerable discussion involving a resolution concerning graduate student employment outside an assistantship and who should approve such action. A resolution was also passed regarding requirement that graduate students notify Graduate School of outside employment, while there is not a requirement that they notify their faculty advisor.

### 5. Reports

#### a. Virginia Cooperative Extension (VCE)

Ray Ali was unable to attend; this item will be held for next meeting.

#### b. University Council on International Affairs (UCIA)

John Browder was unable to attend, but had sent out the minutes electronically prior to the meeting.

### 6. Engagement White Paper Discussion

Jeri Childers passed around a handout (see attached) relevant from last meeting. She asked

if there were any thoughts for next year's meetings. Discussion revolved around promotion and tenure documents and eFARS. Practices and examples possibly through the Tool Kit are to be collected; may be included with an event and/or planned series of events.

**7. Commission Board Member Comments**

No comments were made.

The meeting was adjourned.

**2010-2011 Meetings (all meetings from 3:30-4:30 p.m.)**

September 9, 2010	December 9, 2010	March 17, 2011
October 14, 2010	NO JANUARY MTG	April 14, 2011
November 4, 2010	February 10, 2011	May 5, 2011

Respectfully submitted,

Kimberly Rhodes  
Recording Secretary

## What Should COIA Ask of Key Stakeholders

### To Affirm Our Commitment to Engaged Scholarship?

Values of the Commission on Outreach and International Affairs

*Demonstrate standards of excellence in engaged scholarship*  
*Make the university commitment to engaged scholarship visible*  
*Build capacity for innovation and results related to engaged scholarship*  
*Foster a supportive a culture that supports engaged scholarship*

Goals of COIA

### **Clarify best practices in documenting and evaluating engaged scholarship** **for tenure and promotion**

1. Provide and/or participate in ongoing faculty development activities, round table discussions, and other forums for sharing and disseminating best practices in engaged scholarship
2. Identify or list the recognized forms of documentation or the artifacts that can be used to document excellence in engaged scholarship and how these artifacts are weighted or recognized in the tenure and promotion process
3. Expand the bandwidth of these recognized forms of documentation that can be used for the purposes of promotion and tenure by benchmarking the practices at other universities
4. Provide examples of a variety of measurable indicators for documenting, evaluating, and reporting impact of engaged scholarship
5. Orient or re-orient those participating in all levels of review and evaluation of engaged scholarship for tenure and promotion
6. Continually identify, recognize, and make visible engaged scholars across colleges and disciplines that have been successful in documenting their scholarship for tenure and promotion
7. Review and update department promotion and tenure policies; ensure that all aspects of this process are fully documented; include messages that encourage engaged scholarship.

Commission for Outreach and International Affairs, May 6, 2010