

## COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

### Minutes

March 21, 2013

3:30-4:30 p.m.

325 Burruss Hall

**Attendance:** Kathy Alexander, Carlyle Brewster, Kirsten Buhls (via phone), Lee Cooper, Jack Davis, Christine Fiori, Aditya Johri, Maryam Kamali, Jerry Niles, Llyn Sharp, Susan Short, Bob Smith, Yannis Stivachtis

**Absent:** Onwubiko Agozino, Andrea Brunais, Peter Callan, Guru Ghosh, Bilan Jama, Ed Jones, Reed Kennedy, Ionnis Kokkinidis, Andrew Overbay, Elankumaran Subbiah

#### 1. **Welcome and Introductions**

Christine Fiori welcomed everyone to the meeting. Self-introductions were made.

#### 2. **Agenda Approval**

Christine made a call for the approval of the agenda; the agenda was moved to approve; seconded and was approved.

#### 3. **Announcements**

Christine made the call for announcements. Llyn Sharp indicated that Kid's Tech University will be going on this weekend and that there will be a workshop for the teachers by Geosciences. Llyn also mentioned an event working with ICAT April 21<sup>st</sup>.

Christine indicated that there is a third candidate for the Vice President for Outreach and International Affairs that will be interviewed next week, Guru Ghosh.

#### 4. **Approval of Minutes, February 21, 2013**

The minutes from the February 21, 2013 were sent out electronically for updates; are in the process of being updated and will be sent onto University Council and to the University Governance website.

#### 5. **Chairman's Report**

Christine reported on the University Council meetings from March 4, 2013 and March 18, 2013. The March 4<sup>th</sup> meeting included Commission Chair Reports; in which Carlyle Brewster reported COIA's revision of the awards process for the Alumni Award for Outreach in order to encourage more participation; and the development of a survey to measure the scholarship of Engagement and Outreach on campus.

Also at the March 4<sup>th</sup> meeting, the Commission on Undergraduate Studies and Policies presented the resolution to discontinue the Bachelor of Arts degree in Interdisciplinary Studies for first reading.

The March 18, 2013 meeting included the Commission on Undergraduate Studies and Policies presented a resolution to approve the major in Environmental Informatics, in the Bachelor of Science in Forestry and Wildlife for first reading. Also, the resolution to discontinue the Bachelor of Arts degree in Interdisciplinary Studies was passed. Discussion also included raises effective July 1 for 3% for faculty and 2% for staff with an inclusion of \$65 for each year of state service over 5 years.

Minutes from the University Council meetings are located at: <http://www.governance.vt.edu/>.

#### 6. **Vice-Chair's Report**

Carlyle Brewster announced the winners of the Alumni Award for Outreach Excellence; Shannon Jarrett won the individual award and VCE won the team award.

7. **Reports**

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

This report will be carried forth for next meeting.

b. **University Council on International Affairs (UCIA) Meeting**

UCIA was cancelled; therefore there is no report to give.

8. **Engagement Discussion**

Christine passed out a handout (**see attached**) of the survey to gather information regarding Engagement. Discussion included how would the survey be deployed; who the audience should be; and what edits should be made to the survey. Additional discussion focused upon the goal of the survey and what the commission hoped to achieve by completing this.

Some suggestions included dividing the survey up to different demographics (student, faculty, administration, community partners); open ended questions; focus group for students; what information should we expect from the survey; and that the survey should go through the Internal Review Board. A suggestion was also made for someone from the survey research center to come to one of the future COIA meetings to discuss what a successful survey might look like.

Christine will send out the survey electronically for people to edit and send back their updates before April 11<sup>th</sup>.

9. **Commission Board Member Comments**

There were no comments.

There was a move to adjourn seconded; the meeting adjourned at 4:20 p.m.

**PROPOSED MEETING DATES FOR 12-13** (All meetings will be from **3:30-4:30 p.m.** and will take place in 325 Burruss except as noted below)

April 18, 2013

May 9, 2013

Respectfully submitted,

Kim Rhodes  
Recording Secretary