

Minutes

COMMISSION ON RESEARCH

September 8, 1999

206 Sandy Hall

Members Present: E. Brown, M. Duggirala, P. Eyre, T. Herdman, J. Johnson, G. Lacy, J. Martin, H. Misra, L. Peters, K. Reifsnider, L. Richardson, D. Russell, M. Smith, L. Taylor, M. Uysal

Members Absent: P. Burge, J. Burger, S.K. DeDatta, P. Rasnick, R. Tillar, H. Schnoedt, R. Simpson, S. Tolin

Invited Guests: T. Hurd, L. McCoy, T. Pickering, S. Trulove

1. Call to Order: T. Herdman called the Commission on Research meeting to order at 3:33 pm.

2. Announcements/Introductions: First meeting for academic year 1999-2000. T. Herdman suggested that members identify themselves before motioning to assist the secretary in taking minutes. Self-introductions of the Commission members followed.

T. Herdman recognized M. Uysal for doing his service as Commission Chair in the preceding year.

T. Herdman noted that his email is herdman@icam.vt.edu, his phone number is 231-7667. Please send email or call T. Herdman regarding any action or agenda items.

T. Herdman noted the need to elect a Commission Vice Chair. He will form a nominating committee for that purpose by Oct. 1st.

He announced that future COR meetings will be in 325 Burruss Hall.

Dr. Peters announced that the RGS Fall Retreat will be held on Nov. 6, 1999 at the German Club. The guest speaker will be Dr. Deborah Stewart, Vice Chancellor and Dean of the Graduate School at N.C. State. There will be three breakout sessions featuring: 1) Our Oak Ridge National Laboratory Connections 2) The Biomedical Sciences Institute 3) Networking partnerships.

3. Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, E. Brown motioned, K. Reifsnider seconded and the motion was unanimously passed.

4. Approval of Minutes: G. Lacy mentioned that item #7 of the April 28, 1999 minutes entitled "Discussion of Research Faculty Policies", needs to be changed to read: "After considering discussion of Dr. Peters' memo concerning the nature of Research Professor appointments, the committee endorsed the statement and interpretation in general, that research professor's teaching assignments would be limited to an occasional graduate level course in areas of the Research Professors expertise".

With the change, T. Herdman entertained a motion for adoption of minutes, G. Lacy motioned, M. Uysal seconded and the motion was unanimously passed.

5. Resolution Statement -T. Herdman distributed the Resolution on the importance of research, which was read by Skip Furhman to an open forum held by the Presidential Selection committee on May 1, 1999.

G. Lacy commented that a day or two after the reading, the Roanoke Times had an article in the editorial section that looked like some of the words were borrowed from the statement.

L. Richardson stated that the origin of the resolution statement was from a desire of COR and CGS&P to go on record as favoring increased support for research libraries and lab space.

T. Herdman asked what the next step should be. Should it be presented to University Council?

H. Misra suggested that the Commission on Faculty Affairs should be involved.

J. Johnson suggested that maybe we should just hold onto the resolution and present it to the new President. M. Uysal agreed. L. Taylor said that more data is needed to support the resolution before it goes anywhere. It was agreed that, a concrete proposal would be made at the next COR meeting.

There was strong support to let the new President know of the issues, the question is how to do it.

6. Review & Update of Intellectual Property Policy: E. Brown distributed several documents including the University's Intellectual Property Policy (# 13000) and a copy of a presentation on intellectual properties written by Tim Pickering. He said that the Intellectual Properties Committee (IPC) has the responsibility of receiving disclosures, certifying ownership (University or originator), and providing input to Virginia Tech Intellectual Properties, Inc. (VTIP), on the technical and financial merits of the intellectual property concerned. If the intellectual property is deemed University owned, it is assigned for final evaluation, protection (through patents, for example), and marketing. VTIP is a University-affiliated corporation.

Dr. Peters reviewed VTIP's operation. He mentioned that Mike Martin is VTIP's Executive Vice President, Dan Specht is the Business Officer, and Keith Jones is the Life Sciences business sector manager. (Dr. Peters is VTIP's President.). Royalty distribution is fairly good compared to most Universities. The distribution of royalties is 50% to faculty inventor(s), 40% to VTIP and 10% goes back to department of the originator.

VTIP generates 60-100 disclosures in a given year and in a typical year there are 20-25 patents. This past year, 45 patents were issued. The time from disclosure to patent takes 18 months to 3 years.

H. Misra asked what is the policy about thesis/dissertation disclosures?

Dr. Peters stated that half the disclosures are joint between the faculty and their students. He noted that if a student is University supported or has used University resources he/she is obligated to disclose any intellectual property generated in these activities.

Dr. Herdman asked what is the role of COR with IPC? Where does COR come in/what action?

Dr. Peters mentioned that IPC would recommend policy and changes to COR, depending on how extensive changes could be, it could go to the University Council or BOV.

Dr. Brown then indicated that Policy #13,000 had been written in the pre-Internet days and that he is chairing a committee which is looking at some revisions to take new technologies into account. Specifically, the changes are intended to address the following questions/issues:

á Technology has opened up new "packaging" and distribution possibilities for "traditional scholarship," namely web-based instruction materials and courses. á Technology-enhanced intellectual

properties can be expensive to produce. á To whom do they belong to? á Should the University attempt to recover its expenses?

Dr. Brown mentioned that IPC has been dealing with these new types of intellectual property on an individual basis and that we needed a set general policy.

7. Emeritus Faculty Policy: K. Reifsnider introduced and handed out policy # 4405, Emeritus Faculty developed by the CFA. It has recently been revised he said, and brings a great number of resources to us and is a great advantage. But, he asked, "Is this policy what we want, and is it complete? "

For example, he said, Emeritus Faculty may/or may not be a desirable title if you are trying to sell a research program. Does this person really have the backing of the University and access to all the features of the policy? These questions might not generate some reluctance in the mind of a potential sponsor.

Janet Johnson mentioned that the policy just passed CFA last spring with a lot of input from retirees. She suggested that it might be a good idea to wait and see how the policy works out for a year or so. The emeritus policy will be discussed further in future meetings.

8. Adjournment: The meeting was adjourned at 5:03 p.m.

Respectfully submitted by:
Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

September 22, 1999

325 Burruss Hall

Members Present: E. Brown, S.K. DeDatta, T. Herdman, J. Johnson, G. Lacy, J. Martin, H. Misra, L. Richardson, D. Russell, R. Simpson, M. Uysal

Members Absent: P. Burge, J. Burger, M. Duggirala, P. Eyre, J. Johnson, L. Peters, P. Rasnick, K. Reifsnider, H. Schnoedt, M. Smith, L. Taylor, R. Tillar, S. Tolin

Invited Guests: L. McCoy, T. Pickering

1. Call to Order: T. Herdman called the Commission on Research meeting to order at 3:34 pm.

2. Announcements: T. Herdman announced that he is forming a nominating committee for the Commission Vice Chair and will have nominations by the Oct. 13th COR meeting.

E. Brown handed out an "FYI" article from the U.S. News & World Report, dated Aug. 30, 1999 titled, "Why Caltech Matters, Supporting our Research Universities Helps Keep America Strong".

T. Herdman announced that he would like to have an agenda item "Emeritus Faculty Policy", at a future COR meeting and invite three or four faculty members to express their views on the existing policy.

3. Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, R. Simpson motioned, D. Russell seconded and the adoption of the agenda was unanimously approved.

4. Approval of Minutes: J. Martin asked that his name be changed from G. Martin to J. Martin. T. Herdman asked to remove M. Boisen's name from the invited guest list.

With the change, T. Herdman entertained a motion for adoption of the minutes, L. Richardson motioned, G. Lacy seconded and the motion was unanimously passed.

5. Resolution Statement -T. Herdman discussed how the "Resolution Statement" came about and asked "Do we want to do more?"

There were several comments/suggestions to propose/discuss the resolution to several other commissions. It was stated that it definitely needs to go to Commission on Faculty Affairs (CFA) and/or Commission on Graduate Studies and Policies (CGS&P) and then put on the University Council's agenda so that they may review it.

R. Simpson had polled some people in the College of Engineering and they were very interested and feel that we do need the resolution. L. Richardson mentioned that she would present the statement to the Library committee. H. Misra mentioned that he spoke about the Resolution statement to the CFA last week, and they do want to see a draft, H. Misra will present it at the next CFA meeting on Oct. 15, 1999. T. Herdman will share an edited version of the Search Committee statement provided by E. Brown with CGS&P.

G. Lacy made a motion for the COR to vigorously pursue the idea of the "Resolution", to present it alone or jointly with CFA and/or CGS&P, to meet with the new President and if possible, have a COR representative present during the interviewing process of the Presidential candidates.

D. Russell seconded the motion and it was unanimously approved.

6. New Center Policies & Procedures: T. Pickering spoke about two different policies; Policy 3020- Centers Financial and Administrative Policy and Procedures, and Policy 13005- Interdisciplinary Research Centers. He mentioned that there are several areas that are not clear and suggested that he will revise/make changes to Policy 13005 to match those areas in Policy 3020. A draft will be developed and brought to the COR to be read and voted on and then it will presented to the University Council.

7. New Business: T. Herdman asked that new agenda items to be brought to the commission meetings, e-mailed to T. Herdman at herdman@icam.vt.edu or call him at 231-7667.

T. Pickering mentioned that the five-year Review for the Center for Wireless Telecommunications is complete. The five-year review and recommendations will be sent out two weeks prior to the next COR meeting of Oct. 13, 1999. R. Tillar will make the presentation of CWT. This may take two meetings to review and approve.

E. Brown announced that President Torgersen will be making his annual State of the University presentation at the Fall Faculty meeting on Oct. 26, 1999 at 4:00pm at DBHCC.

8. Adjournment: The meeting was adjourned at 4:43 p.m.

Respectfully submitted by:

Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

October 13, 1999

325 Burruss Hall

Members Present: E. Brown, S.K. DeDatta, M. Duggirala, P. Eyre, T. Herdman, J. Johnson, J. Martin, H. Misra, L. Peters, L. Richardson, D. Russell, R. Simpson, L. Taylor, R. Tillar, S. Tolin,

Members Absent: P. Burge, J. Burger, G. Lacy, P. Rasnick, K. Reifsnider, H. Schnoedt, M. Smith, M. Uysal

Invited Guests: T. Pickering

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:32 pm.

Announcements: L. Peters announced that the Research & Graduate Studies Retreat is November 6, 1999, from 7:30-1:00 at the German Club. A light breakfast and lunch will be served. The guest speaker will be Debra Stewart, Vice Chancellor and Dean of the Graduate School of N.C. State.

Adoption of Agenda: T. Herdman suggested amending the agenda for 10/13/99, to include as item #6, "Nominations for Commission Vice-Chair". With the amendment, T. Herdman entertained a motion to adopt the agenda, P. Eyre motioned, R. Tillar seconded and the adoption of the agenda was unanimously approved.

Approval of Minutes: E. Brown suggested in the announcements of the 9/22/99 minutes, that "a" Commission Vice Chair should be changed to read "the" Commission Vice Chair. With the change, T. Herdman entertained a motion for approval of the minutes, R. Simpson motioned, P. Eyre seconded and the motion was unanimously approved.

Resolution Statement: E. Brown handed out a new resolution statement (herein called the COR statement) with minor changes 1) in the heading changed to read "Statement from the Commission on Research" instead of "Statement from the Commission on Research and the Commission on Graduate Studies and Policies" and 2) in the body addressing the document to the administration rather than to the presidential search committee

T. Herdman announced that from the discussion in the previous COR meeting, this resolution is strongly supported and it was stated that the COR statement definitely needs to go to other Commissions and eventually put on the University Council's agenda in the form of a resolution.

L. Peters motioned that the Chair of the COR transmit the COR statement to the Chair of the Presidential Search Committee, to emphasize the importance that research carries in the advancement of Virginia Tech as they select the next president. P. Eyre seconded the motion, and it was unanimously approved.

T. Herdman wrote to other commission chairs and asked them if they would like to have the opportunity to be involved in the selection process of the new President and the majority had a favorable response.

T. Herdman will send a letter from the Commission Chairs (with their signatures), along with the Resolution Statement, to Tom Rust/Vice Rector of Board of Visitors and chair of the presidential search committee requesting to be involved in the selection process of interviewing the presidential candidate in some appropriate way. T. Herdman will also reference in the letter that the proposed resolution

statement was read at the May 1, 1999 meeting of the search committee by Skip Fuhrman.

Five-Year Review (CWT) - R.Tillar presented the 5-year review for Center for Wireless Telecommunications. She mentioned that CWT is a very well run center. C. Bostian has headed it for the last 5 years. He is very committed to this center, and the primary function of the center is to train graduate students in the newest technology. CWT is a Technology Development Center (TDC) of Virginia's Center for Innovative Technology, and out of all the centers that CIT sponsors, it is always used as an example of best practice. Last year, CWT had a successful bid for the LMDS (Local Multi-point Distribution Services) Spectrum, a two-way digital wireless communications medium that can carry voice, data and video traffic. The center supports 48 graduate students and 14 undergraduate students in 1 year's time. CWT has provided exceptional service to industry. In the CIT annual Economic Impact and Customer Assessment, CWT received a 5, which is the highest rating. In FY 98, the center was responsible for creating or retaining 802 jobs.

There were no major problems found with the center, but the review committee had the following recommendations:

á CWT should continue to work very closely with MPRG. á While CWT's interdisciplinary work is admirable, more than 90% of the PIs on funded proposals are faculty members of Electrical Engineering. As an interdisciplinary center, CWT needs to actively seek more PI diversity on its funded projects. á The LMDS project has enormous potential, but will require additional resources. CWT will need a phased plan for the testing, evaluation, and deployment of the LMDS technology, as well as strategies for research applications and funding sources. á CWT will need to concentrate on core research technologies in a proactive sense. á CWT needs to develop additional personnel for leadership positions. á As an administrative matter, the charter for the CWT should be revised to conform to standard university format.

The COR accepted and approved the report with the stipulation that one more recommendation be added. With the recommendation added, 6th bullet, T. Herdman entertained a motion for approval, J. Martin motioned, H. Misra seconded and then it was unanimously approved.

T. Pickering mentioned that the Office of Interdisciplinary Programs is in the process of reviewing the Establishment of Center's policy. He suggested that when the COR approves the continuation of a center, to conclude that the Centers need to update the charter of establishment, or develop the charter information if there is not one in place already.

J. Johnson also suggested that the appropriate people should be informed when a Center is re-authorized.

P. Eyre suggested that the policies and procedures for the review committees of centers should be a future agenda item. T. Pickering and R. Tillar agreed to review the current policies and procedures and present their recommendation for changes after they complete their review.

6. Vice Chair Election: T. Herdman announced that the nominating committee for a Vice Chair for the COR for 99-2000 consists of L. Richardson, M. Uysal, and R. Simpson. The nominating committee nominated M. Smith. He agreed to be nominated but noted that there will be no possibility of his ascending to the Presidency next year since this is his last year on the Commission. T. Herdman called for other nominations from the COR. There were none. T. Herdman entertained a motion to accept and close the nomination, S. Tolin motioned, and P. Eyre seconded. M. Smith was elected as Vice Chair with a unanimously vote.

7. New Business: T. Herdman asked for new business comments/discussion.

8. Adjournment: The meeting was adjourned at 4:50 p.m.

Respectfully submitted by:

Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

October 27, 1999

325 Burruss Hall

Members Present: E. Brown, S.K. DeDatta, M. Duggirala, P. Eyre, T. Herdman, J. Martin, H. Misra, H. Olesh, L. Peters, L. Richardson, D. Russell, S. Tolin, M. Uysal

Members Absent: P. Burge, J. Burger, J. Johnson, G. Lacy, J. Jones, K. Reifsnider, R. Simpson, M. Smith, L. Taylor, R. Tillar,

Invited Guests: T. Pickering

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:32 pm.

Announcements: A new member of the COR representing the Student Government, H. Olesh, introduced herself and gave a little background information on herself.

The RGS Retreat is on November 6, from 7:30-1:00 p.m. at the German Club.

Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, L. Richardson motioned, T. Pickering seconded and the adoption of the agenda was unanimously approved.

Approval of Minutes: T. Herdman remarked that the numbering format needed to be changed in the minutes. With corrections noted, T. Herdman entertained a motion for approval of the COR minutes for 13 October 1999. E. Brown motioned, P. Eyre seconded and the motion was unanimously approved.

Presidential Search & COR Statement: T. Herdman announced that he had contacted T. Rust (the Head of the Presidential Search Committee) to request that he share with the presidential candidates the COR statement on the importance of a renewed commitment to research, scholarship, and graduate education. T. Herdman included in his electronic format letter to T. Rust the names of the chairs of other commissions that had expressed their willingness to participate in the presidential search process in any appropriate way. T. Herdman read the letter to COR members. The responses from the COR members were very favorable towards the email. T. Herdman has not heard back from T. Rust on the subject, but did get an acknowledgement of receiving the letter from B. Madigan (Executive Secretary of the Presidential Search Committee).

Resolution Statement: The COR statement on the importance of a renewed commitment to research, scholarship, and graduate education has been put into a resolution format. E. Brown will ask C. Nickerson if attaching a list of approvals and endorsements to the resolution would be appropriate. It was recommended that the resolution be a joint resolution with the Commission on Graduate Studies and Policies and possibly other Commissions. When the resolution is complete, it will go on the University Council's agenda.

ORNL (Oak Ridge National Laboratory) Contract - L. Peters presented an overview of ORNL. Virginia Tech has joined a team led by the University of Tennessee and Battelle (UT-Battelle) Memorial Institute to bid for the operation of the Oak Ridge National Laboratory of the U.S. Department of Energy. This contract is to replace the current operator, Lockheed Martin Research Corporation. LMRC (and its predecessor corporate entities) has operated the laboratory for about 15 years.

Each of the core universities, Va. Tech., Georgia Tech., Duke, Florida State, North Carolina State, & University of Va. will have special input into the management and programs of ORNL and the special roles are being defined as follows:

á A seat on the Board of Governors of the UT-Battelle, LLC á
Representation on a Science and Technology Steering Committee that will advise the Board of Governors á Representation on a Science and Technology Council reporting to the Deputy Laboratory Director for Science and Technology á Rotation as Chair of the User Facility Council á Participation in technical review opportunities throughout the laboratory á Joint professorship appointments at ORNL (shared with the university) á Summer faculty/student program á Travel grant program for short term visits

The Virginia Tech participation in the proposal process helped to establish solid relationships with the proposed management team for UT-Battelle. The proposal is complete and has been submitted. The contract award is scheduled for December 1999, with transition to the new team being completed in April 2000.

J. Wilson will provide some more in-depth input at the RGS retreat on November 6, 1999. E. Brown suggested that the COR members subscribe to the list serve to get updated information at:
http://www.rgs.vt.edu/oakridge/res_retreat/index.htm

There is a link to the presentation on the home page:
<http://www.rgs.vt.edu/oakridge>

7. New Business: T. Herdman asked for new business comments/discussion. S.K. Dedatta asked S. Tolin about a large group of Anti-biotechnology activists that were threatening to target International and U.S. sites claiming to destroy field plots and animals. Va. Tech. was mentioned as a world target on the Internet, and Va. Tech is making people aware of what is going on and is thinking of new ways for added security for Va. Tech. S. Tolin announced there will be a presentation on November 18, at 4:00 p.m. for the College of Agriculture and the Faculty Association in Fralin 002.

S. Tolin also announced that there are several committees on campus involved with compliance with federal rules and regulations, and conducting research safely in the field of animal care: an Institutional Bio-Safety committee, a Human Subjects committee called Institutional Review Board (IRB), a committee related to Animal Care, an Environmental Safety & Health committee, and a Radiation Safety committee. L. Peters suggested that at some time, it would be a good idea to invite the chairs of these committees to come and give a brief presentation to the Commission on Research.

8. Adjournment: The meeting was adjourned at 4:35 p.m.

Respectfully submitted by: Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

November 10, 1999

325 Burruss Hall

Members Present: E. Brown, M. Duggirala, P. Eyre, T. Herdman, G. Lacy, J. Martin, H. Olesch, D. Russell, R. Simpson, R. Tillar, S. Tolin, M. Uysal

Members Absent: P. Burge, J. Burger, S.K. DeDatta, J. Johnson, J. Jones, H. Misra, L. Peters, L. Richardson, K. Reifsnider, M. Smith, L. Taylor

Invited Guests: L. McCoy, T. Pickering

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:32 pm.

Announcements: T. Herdman announced that the RGS Retreat on November 6, went very well. The overall comments were that it was very positive, energizing, impressive and exciting.

Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, P. Eyre motioned, U. Muzzo seconded and the adoption of the agenda was unanimously approved.

Approval of Minutes: T. Herdman remarked that the numbering format needed to be changed in the minutes. With corrections noted, T. Herdman entertained a motion for approval of the COR minutes for October 27, 1999. J. Martin motioned, P. Eyre seconded and the motion was unanimously approved.

Resolution Update: T. Herdman gave an update on the COR statement. He had asked C. Nickerson what the formal procedure was which would allow other commissions to be joint sponsors of a resolution.

He found that in the case that each commission has passed the resolution each commission's name should be listed in the heading. If a commission wishes to support, but not co-sponsor a resolution, the chair of the supporting commission simply needs to ask to be recognized at the meeting, making it a matter of record.

T. Herdman also announced that he received an e-mail from the GSA stating that they approve and fully support the resolution. He also received an e-mail from the CFA stating that they support the COR's efforts, but they do not want to be a co-sponsor. E. Brown mentioned that the CGS&P endorses the statement. The COR hopes to have the first reading of the resolution at the University Council's first or second meeting in January 2000.

IP Policy Progress Report: E. Brown distributed some handout materials and presented a draft document of Policy 13000, (Policy on Intellectual Properties). As stated in the current policy, ownership of intellectual property is determined by consideration of the nature of its content (Academic Scholarship or Novel Results of Research) and by the extent to which university resources are used in its creation. Dr. Brown stated that it has been a real challenge to come up with a policy that addressed the needs of the university and the faculty, and provide encouragement for the faculty to use appropriate media for disseminating the results of their scholarship. A lengthy discussion followed. The appeals process and the definition of substantial resources in the policy will be simplified, and E. Brown will meet with cognizant campus organizations to discuss the proposed changes. The draft will be electronically submitted to the COR to invite critique. It will then be forwarded to the University Council's agenda for a February first reading.

6. New Business: T. Herdman announced that due to the Thanksgiving holiday, there is no COR meeting on November 24, 1999. The next meeting is on December 8, 1999.

A suggestion was made to invite the new president to a joint meeting of the CGS&P and COR.

7. Adjournment: The meeting was adjourned at 4:55 p.m.

Respectfully submitted by:
Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

December 8, 1999

325 Burruss Hall

Members Present: E. Brown, P. Burge, T. Herdman, J. Johnson, G. Lacy, J. Martin, H. Olesch, L. Richardson, R. Simpson, L. Taylor, S. Tolin

Members Absent: J. Burger, S.K. DeDatta, J. Jones, H. Misra, M. Duggirala, P. Eyre, L. Peters, K. Reifsnider, D. Russell, M. Smith, R. Tillar, M. Uysal

Invited Guests: P. Hyer, T. Pickering

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:35 pm.

Announcements: T. Herdman invited the members to make any announcements, there were none.

Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, J. Martin motioned, T. Pickering seconded and the adoption of the agenda was unanimously approved.

Approval of Minutes: T. Herdman asked for approval of the minutes, T. Pickering remarked that in bullet #4, 2nd paragraph a minor edit needed to be made. With corrections noted, T. Herdman entertained a motion for approval of the COR minutes for November 10, 1999. R. Simpson motioned, L. Taylor seconded and the motion was unanimously approved.

University Task Force on Research Faculty: P. Hyer, Chair of the University Task Force, presented some information and discussed the problems that lead to creating the University Task Force. The goal of the Task Force is the development or refinement of policies and procedures that serve our research mission, but also provide fair and equitable treatment to the research faculty who are essential to the enterprise. The task force will deal with the following issues: 1) Compensation for research faculty 2) Performance evaluations and annual merit adjustments and 3) Appointment of research faculty. The next Task Force meeting is on January 7, 2000 and they plan to have a prepared report with recommendations by late Spring 2000. P. Hyer welcomed any recommendations, suggestions, questions and/or comments from the COR.

E. Brown suggested having a mandatory review process. J. Martin mentioned that next year, the state is looking at a broad band for classified staff that will look at the credentials and accomplishments of the individual and once that individual has exceeded the credentials in that category, that individual can move to the next band.

The COR is to contact either P. Hyer at hyerp@vt.edu or L. Taylor (the COR/University Task Force liaison) at ltaylor@vt.edu. The COR was asked to identify other people that would be interested in attending the meeting on January 7, 2000.

Update on Resolution: T. Herdman announced that he does not have any additional or new information on the Resolution since the last meeting on November 10, 1999. At that meeting, T. Herdman updated the COR that the GSA stated that they approve and fully support the resolution, the CFA stated that they support the COR's efforts, but they do not want to be a co-sponsor, and the CGS&P endorses the statement. T. Herdman will call the other Commission Chairs giving them another opportunity to participate. T. Herdman's action will also be to send a copy of the Resolution to C. Nickerson. If there are any changes or new information between now and the next COR meeting on January 26, 2000, it will be

sent to the COR members electronically.

6. New Business: T. Herdman announced that there will not be a COR meeting on January 12, 2000. The next meeting will be on January 26, 2000 in 325 Burruss Hall.

7. Adjournment: The meeting was adjourned at 4:35 p.m.

Respectfully submitted by:

Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

February 9, 2000

325 Burruss Hall

Members Present: P. Eyre, T. Herdman, J. Johnson, J. Martin, H. Misra,
L. Richardson, R. Simpson, R. Tillar, S. Tolin

Members Absent: E. Brown, P. Burge, J. Burger, S.K. DeDatta, M.
Duggirala, J. Jones, G. Lacy, H. Olesch, L. Peters, K. Reifsnider, D.
Russell, M. Smith, L. Taylor, M. Uysal

Invited Guests: T. Pickering

Call to Order: T. Herdman called the Commission on Research meeting to
order at 3:35 pm.

1. Announcements: T. Herdman announced that he heard back from the
Library Committee and that they support the proposed resolution.

2. Adoption of Agenda: P. Eyre suggested adding to the agenda one
additional item, Old Business, for February 9, 2000. T. Herdman
entertained a motion to adopt the agenda with the added "Old Business".
H. Misra motioned, T. Pickering seconded and the adoption of the agenda
was unanimously approved.

3. Approval of Minutes: T. Herdman entertained a motion for approval
of the minutes of February 9th, 2000, R. Simpson motioned, L. Richardson
seconded and the motion was unanimously approved.

4. Old Business - Resolution: Following a brief discussion, T.
Herdman entertained the motion to table the resolution until a more
appropriate time. P. Eyre motioned, S. Tolin seconded and the motion was
unanimously approved.

5. Conflict of Commitment/Conflict of Interest: T. Herdman mentioned
that the COR's charge is to read the Draft Policy of the Conflict of
Commitment/Conflict of Interest and left the floor open for any
discussion or comments. It was mentioned that the original 44 page draft
document is located on the web at: <http://www.fbox.vt.edu:10021/eng/EFO>
and this document was also presented to University Council. L.
Fitzgerald will obtain the hard copy and send to all COR members. It was
also mentioned that the book "Academic Duty", can be obtained by calling
L. Coble at 1-9696. R. Tillar suggested that the IP policy & Conflict of
Interest policy be developed at the same time, and some guidelines to be
formed. T. Herdman mentioned that if the members come up with any more
comments or suggestions to please email M. McPherson at mmcphrsn@vt.edu.
This topic will be added to the COR 2/23/00 agenda.

6. New Business: T. Herdman welcomed any new business. T. Pickering
mentioned that the CASS (Center for Adhesive & Sealant Science) is ready
to be reviewed by the COR. L. Fitzgerald will send out a hard copy and
this item will be put on the agenda for the COR meeting on 2/23/00.

7. Adjournment: The meeting was adjourned at 4:07 p.m.

Respectfully submitted by:

Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

February 23, 2000

325 Burruss Hall

Members Present: E.F. Brown, S.K. DeDatta, M. Duggirala, P. Eyre, T. Herdman, J. Johnson, J. Jones, J. Martin, H. Misra, L. Peters, K. Reifsnider, L. Richardson, D.L. Russell, L. Taylor, S. Tolin, M. Uysal

Members Absent: P. Burge, J. Burger, G. Lacy, R. Simpson, M. Smith, R. Tillar

Invited Guests: T. Pickering, C.W. Smith, E. Henneke, J. Merola

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:30 pm.

1. Announcements: T. Herdman announced that he received an email from the Library committee, and it mentioned that the Library committee had a guest, Dr. P. Metz who gave a presentation regarding a project that identifies journals that are essential to faculty research for teaching. It was suggested that the COR invite Dr. P. Metz to speak at a COR meeting. T. Herdman & L. Richardson will try to schedule a presentation by Dr. Metz.

2. Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, P. Eyre motioned, M. Duggirala seconded, and the adoption of the agenda was unanimously approved.

3. Approval of Minutes: T. Herdman entertained a motion for approval of the minutes of February 23, 2000, L. Richardson motioned, T. Pickering seconded, and the minutes were unanimously approved.

4. CASS Review: E. Henneke, a member of the review committee for the Center for Adhesive and Sealant Science (CASS), gave a brief review of the 5-year report and welcomed any questions or comments from the COR members. J. Johnson questioned whether the structure of the advisory and Stakeholder committees are compliant with University Policy 3020. T. Pickering mentioned that since CASS is supported by an external industry trade group, there is an extra parameter to deal with. The industry group has its own advisory committee for CASS. The stakeholder committee is the internal group to the University, which has recently been formed. K. Reifsnider commented that the organizational unit is compliant with Policy 3020. T. Herdman asked for further comments or questions and since there were none, he asked for approval of the report. The COR accepted and approved the report. T. Herdman entertained a motion for approval, T. Pickering motioned, M. Duggirala seconded and then it was unanimously approved. The Center for Adhesive and Sealant Science is re-authorized as a University Research Center for another five years.

5. Conflict of Commitment/Interest & Faculty Owned Business: L. Peters commented that the COR was well represented at the Joint Commission Meeting on January 26th, thus he made only very general comments on the draft document. He mentioned that the COR will need to modify Sections 1 and 2, make it a better document and move forward. The document will be reviewed by the CGSP, CAPFA, and CAFA. He mentioned that this document is directed only towards the Teaching and Research Faculty and the Professional Staff, not the Classified Staff. L. Peters turned the floor over to J. Johnson, J. Merola and M. McPherson for any further comments. J. Merola added that this document was sent to the Research Associate Deans of the Colleges for them to distribute to their departments so that they may receive a broader range of input. Their input is expected by the end of February. M. McPherson mentioned that another reason this document is being written is because of business development, economic

development and external activities. Entrepreneurship is being encouraged but at the same time guidelines need to be set. There were several comments, suggestions and changes offered by the committee: 1) T. Herdman mentioned that he liked the conflict of commitment statement, that full-time faculty members should have full-time jobs at the university. He mentioned that in the categories section, there is not an example of a full-time faculty member working only 1 or 2 days a week that may not have another business or another conflict with another job, someone that just basically doesn't put full-time in at the university. He asked if an example could be added to the document. 2) M. Uysal asked what are the procedures if a faculty member wants to take unpaid leave while on sabbatical and he works outside of campus. He suggested that in the document, where it says "Staff Members" to change it to "Professional Staff Members". J. Martin agreed with his statement on the change but instead, to simply change "Faculty member" to Faculty & AP Faculty thus eliminating the confusion and word "Staff" altogether. 3) P. Eyre mentioned that FTE needs to be defined because it is very difficult to define faculty workloads. He does feel though that the document is helpful because it requires disclosure. He mentioned that inputs, in terms of grants and graduate students, should matter just as much as outputs, in terms of hours and contract hours. He also mentioned that on page 3, 3.1 #1, that it is not clear that these businesses are related to the academic program of the University, he suggested a qualifier example be put in to state the academic responsibility of the faculty member. 4) D. Russell gave an example of a very difficult academic course that generally students do not like, and the faculty member assigned to that course, will have to make some allowance for effort not measured on student evaluation. D. Russell also asked a question relating to Category IV, (activities that are illegal), he was referred to K. Heidbredder to clarify. 5) S. Tolin pointed out that the words "outside" and "external" are used for the same definition. She suggested a change to make it consistent throughout the document. She commented that "voluntary work with professional organizations" needs to be deciphered. 6) K. Reifsnider commented that on page 20, it mentions managing a conflict, and he feels that this will be used in departments regularly. He pointed out that on pages 21 & 22, sections 13 & 14 are not clear, and the COR learned that section 13 applies to people that might help in the assessment of potential conflicts and item 14 applies to a situation where in fact there is a conflict, to suggest people who will oversee the determination. K. Reifsnider supports the document fully, and wants to see this document in effect as soon as possible. T. Herdman suggested for the COR to take action and discuss this topic again at the next meeting on March 8th. In the meantime, L. Peters mentioned that they will make the suggested changes to the document.

6. Emeritus Policy: K. Reifsnider presented and revisited the Emeritus Policy to update and give the COR an opportunity to comment and ask any questions that they may have. He also introduced and thanked Professor Smith for coming to the meeting. The policy outlines the non-financial benefits for retiring faculty members approved for emeritus status by the Virginia Tech Board of Visitors. K. Reifsnider mentioned that he has spoken to a variety of people, departmental chairs and retired faculty that are facing the spectrum of the Emeritus Faculty policy. He did mention that it is one of the best policies that he has seen regarding the faculty, but there are certain procedural issues that will have to be addressed: 1) A letter of agreement between the Emeritus Faculty and the department to specify what the department will provide, i.e., office space, support, support for students and travel monies. It wouldn't have to be a memorandum of understanding, but at least some type of agreement. 2) Another issue is the position of the advisor; the policy states that the emeritus faculty can not be a chair of a committee, but can be a co-chair. K. Reifsnider then turned the topic over to Professor Smith for his comments. Professor Smith is an Emeritus Faculty member, working in ESM. Professor Smith did give an example that if he has a student working on his/her thesis, and the time comes for the student to

present the thesis, he/she wants to fully rely on the Emeritus Faculty for support. This makes it difficult because as a graduate school rule, the Emeritus Professor cannot be the Chairman or Principal Advisor of a student. Other than that, he feels that the Policy is an excellent policy and has covered everything he has encountered. Professor Smith has been retired for eight years. K. Reifsnider commented that he wants to collect more information and make amendments to the policy in the fall 2000 if necessary.

7. New Business: T. Herdman welcomed any new business. T. Pickering mentioned that a 5-year report has been completed by the Virginia Water Resource Research Center, but has not been submitted to the COR for approval. A hard copy of the report will be sent out and this will be put on the agenda soon.

8. Adjournment: The meeting was adjourned at 5:10 pm

Respectfully submitted by:
Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

March 8, 2000

325 Burruss Hall

Members Present: S.K. DeDatta, M. Duggirala, T. Herdman, J. Jones, G. Lacy, J. Martin, H. Misra, D.L. Russell, L. Taylor, R. Tillar, S. Tolin, M. Uysal

Members Absent: E.F. Brown P. Burge, J. Burger, P. Eyre, J. Johnson, L. Peters, K. Reifsnider, L. Richardson, R. Simpson, M. Smith,

Invited Guests: T. Pickering

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:35 pm.

1. Announcements: T. Herdman announced that he decided to make the agenda short because of topic #5, Conflict of Commitment/Interest.

2. Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, M. Uysal motioned, S.K. DeDatta seconded, and the adoption of the agenda was unanimously approved.

3. Approval of Minutes: T. Herdman asked for a motioned to delay the approval of the minutes of February 23, 2000, until the next meeting on March 22, 2000. J. Martin motioned, T. Pickering seconded and the motion was approved.

4. Conflict of Commitment/Interest & Faculty Owned Business: T. Herdman announced that he would like the COR to revisit, comment and have further discussion on the Conflict of Commitment/Interest document. He mentioned the goal is to get a revised document that the COR will be happy with. He mentioned that there were some email communications, and invited D. Russell to start off the discussion. D. Russell passed out a two-page document that indicated a motion he planned to make and commented that he will welcome friendly amendments to the motion.

He made the following motion:

"That the following item be added at an appropriate point in the Draft Policy on Conflict of Commitment/Conflict of Interest, with the indication that it is strictly contrary to University policy, will generally not be approved, its occurrence constituting prima facie indication of a grave conflict of interest. Exercising a University administrative or executive decision function in regard to the formation of a contract, or a change in the terms of a contract, between the University and an external, for profit, company or agency (the contractor) while concurrently holding an executive or proprietary position with that contractor or holding a financial or tangible property interest in that contractor with a fair market value in excess of \$20,000. The term "concurrent" shall be understood, paralleling SEC usage, as referring to the period commencing six months prior to, and ending six months after, the executive or decision function referred to herein."

T. Pickering seconded and T. Herdman opened the motion for further discussion and to allow D. Russell to give his rationale for the motion. D. Russell continued with his rationale. There were several comments and a few friendly amendments made. R. Tillar had several suggestions, she mentioned that if there are categories that do not require disclosure, to eliminate that category altogether, she also wants activities that are allowed, to be stated. She will construct her amendments and bring to the next meeting on March 22, 2000. T. Pickering suggested changing \$20,000 in the motion to read, "that contractor with a fair market value

in excess of \$10,000 or more than 3% ownership." M. Uysal suggested adding "with the advice from University Legal Counsel", to the end of the motion and to also contact Legal Counsel to find out where in the document is the appropriate place to insert the motion. T. Pickering mentioned to have examples of "what applicable disciplinary policies" are under Compliance, Section 4.0. J. Martin suggested making a change to Procedures, Section 3.3, to change the word "faculty" to "University Community". D. Russell accepted the amendments. S. Tolin moved to table the motion pending University Legal advice, T. Pickering seconded and tabling the motion was unanimously approved. T. Herdman and D. Russell will try to meet with K. Heibreder in Legal Counsel before the next meeting on March 22, 2000.

5. New Business: T. Herdman welcomed new business, there were none.

6. Adjournment: The meeting was adjourned at 5:05 pm

Respectfully submitted by:

Linda Fitzgerald, Secretary of Commission on Research

Minutes

COMMISSION ON RESEARCH

March 22, 2000

325 Burruss Hall

Members Present: E.F. Brown, S.K. DeDatta, P. Eyre, T. Herdman, J. Martin, L. Peters, H. Misra, L. Richardson, D. Russell, R. Simpson, L. Taylor, R. Tillar, M. Uysal

Members Absent: P. Burge, J. Burger, M. Duggirala, J. Johnson, J. Jones, G. Lacy, K. Reifsnider, M. Smith, S. Tolin

Invited Guests: T. Pickering, P. Metz

Call to Order: T. Herdman called the Commission on Research meeting to order at 3:31 pm.

1. Announcements: T. Herdman asked for announcements, there were none.

2. Adoption of Agenda: T. Herdman entertained a motion to adopt the agenda, P. Eyre motioned, L. Richardson seconded, and the adoption of the agenda was unanimously approved.

3. Approval of Minutes: T. Herdman asked for a motion to approve the minutes of February 23, 2000, M. Uysal motioned, P. Eyre seconded and the minutes of 2/23/00 were approved.

T. Herdman then asked for a motion to approve the minutes of March 8, 2000, R. Tillar mentioned a misprint in the motion, the change was noted, and with the change, R. Tillar motioned, T. Pickering seconded and the minutes of 3/8/00 were approved.

4. Report on Library Serials Needs Assessment Project: P. Metz, a Professor from the Newman Library, handed out some materials and made a presentation on the Library Serials Needs Assessment Project. He mentioned that a task force was created by E. Blythe, VP for Information Systems, in the Fall of 1997 to: 1) Consider and propose alternative strategies to deliver the information content currently provided to the university community in the libraries' serials collections 2) Recommend a goal for library funding over the next six years, to create a more stable planning basis, and to eliminate the annual "crisis" reaction 3) Suggest a methodology to ensure wide faculty input into developing the collection of serials to be made available through the library. The committee did come up with some key recommendations of: 1) Make an aggressive move to create the Digital Library for Virginia Tech by investing heavily in the important digital journals, hyper-linked indexes and other multi-media resources that are needed to support the university's cross-cutting initiatives and essential programs 2) During 1998/99, the committee recommended that the Libraries work with faculty to redefine from a zero base, the publications they find critical for research and teaching, and to develop the cost base associated with supporting these contemporary needs. P. Metz ended his presentation stating that there will be serial cancellations in 2001, and then opened the floor for any comments or to answer any questions. R. Tillar commented that the electronic journals are very helpful.

5. Conflict of Commitment/Interest: T. Herdman announced that he met with K. Heidbreder in Legal Counsel regarding the motion proposed by D. Russell. The motion cannot be inserted in the body of the document but it can go into Category IV's supplementary materials, as an example. K. Heidbreder did give reference to the Code of Virginia Conflict of Interest Act and gave T. Herdman a copy. There was a lengthy discussion on the document, and T. Herdman mentioned that comments can be sent to

M. McPherson through March 31, 2000, the deadline. R. Tillar will send her suggestions/revisions to him electronically. L. Peters suggested T. Herdman & R. Tillar to bring their suggestions and revisions to a meeting on "Faculty Owned Business and Conflict of Interest" that will be held on April 14, from 3-5 in the President's Board Room.

6. New Business: T. Pickering proposed to the COR to review a revision of University Policy 13,005 on Interdisciplinary Research Centers. A hard copy will be mailed out and it will be an agenda item on 4/12/00.

7. Adjournment: The meeting was adjourned at 5:10 pm

Respectfully submitted by:

Linda Fitzgerald, Secretary of Commission on Research