

**COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
January 21, 2016
325 Burruss Hall**

MEMBERS

Members Present: Richard Ashley, Robbie Ashton, Mary Christian, William Dougherty (for Scott Midkiff), Felicia Etzkorn, Hunter Gresham (for Cynthia Bonner), Edward Lener, J.P. Morgan (for Lay Nam Chang), Henry Murray, Savita Sharma (for Dwight Shelton), Ken Smith, Ryan Speer, Amy Tunison, Sherwood Wilson

Members Absent: Kathy Hosig, Chris Kiwus, Bradley Klein, Christina Lapel, Charles Phlegar

Guests: Kevin Foust, Andrew Marinik, Steve Mouras, Jason Soileau

Recorder: Vickie Chiocca

1. Approval of agenda

Edward Lener, Chair, called the meeting to order at 2:04 p.m. The agenda was approved.

2. Announcement of approval of December 17, 2015 minutes

These minutes were approved electronically.

3. New Business

Kevin Foust, Chief of Police and Director of Security, and Andrew Marinik, Emergency Planner, gave a presentation on **Safety, Security, and Preparedness**.

Topics covered included:

- VT Office of Emergency Management and VT Police Department mission and roles;
- Threat Assessment Team;
- VT Alerts Emergency Notification System; and
- What to do in an emergency: secure-in-place vs. shelter-in-place vs. evacuation.

Any departments or groups interested in having them give the presentation provided to their faculty, staff, and/or students should contact Chief Foust. They would particularly appreciate assistance connecting with interested student groups. A suggestion was made to make the presentation available online to the university community. Although they prefer to deliver the presentation in person, it is also available online in the human resources orientation materials at <http://hrapps.hr.vt.edu/orientation/content/safety.aspx>.

4. Old Business: Labor Day Closing Discussion: Ken Smith, representing the Academic Support Committee, was available for discussion regarding the university closing on Labor Day. The Committee has been asked to consider whether to make the Labor Day closing a permanent part of the Academic Year Calendar and is gathering input. Several members provided input from their constituent groups as summarized below:

- Many faculty agree that Labor Day should be observed as a national holiday.
- However, it is most problematic for laboratory course instructors, since Monday labs essentially lose a whole week of instruction/course content if closed on Monday. If instructors were assured the same number of contact hours that could potentially solve the problem; for example, if arrangements are made to make up the Monday labs on either the last week of classes or Thanksgiving week.
- An alternative proposal was made to consider starting classes earlier or after Labor Day as most labs don't meet the first week of classes.
- The Division of Student Affairs wants to be included in the conversation, since starting classes earlier or later would significantly impact their area.
- While undergraduate students are evenly divided on the issue, the majority defer to faculty to decide. Additionally, students place great value on the Fall Break.
- Areas serving students under the Vice President for Finance would plan to remain open when students are on campus.

Members were encouraged to send their comment summaries to Ken Smith at kensmith@vt.edu.

5. Next meeting date

February 18, 2016, 2:00 p.m. 325 Burruss Hall with Guest: Dr. Thanassis Rikakis, Executive Vice President and Provost.

Adjourned at 3:05 p.m.

Respectfully submitted,

Vickie Chiocca