

University Council Minutes
October 6, 2008
3:00 – 5:00 PM
1045 Pamplin Hall

Present: Charles Steger (Presiding), Mark McNamee, Richard Benson, Jack Finney for Lay Nam Chang, Jack Davis, Karen DePauw, John Dooley, Angela Hayes for Elizabeth Flanagan, David Ford, Cynthia Bonner for Zenobia Hikes, Eileen Hitchingham, Thomas Olson for J. Michael Kelly, Maggie Sloane for Kevin McDonald, Kim O'Rourke, Fred Piercy for Sue Ott Rowlands, Gerhardt Schurig, Richard Sorensen, Tom Tillar, Robert Walters, Sherwood Wilson, Paul Deck, William Huckle, Frances Keene, Pat Hyer for Gary Long, Maxine Lyons, Guy Sims for Daphne Rainey-Wittich, Lynsey Stuart, Jane Wemhoener, Bob Denton, Susanna Rinehart, Danny Axsom, Sheila Carter-Tod, Bill Galloway, Bob Sturges, David Vaughan, Shep Zedaker, Judy Alford, Travis Hundley, Lori Anne Kirk, Teresa Lyons, Wyatt Sasser, Susan Volkmar, Annette Bailey, Carson Byrd, Mike Perrish, Wayne Scales, Tamim Younos, Joe McFadden, Todd Metcalf, Lindsay Moss, Kelsie Lieberman, Kolt Risser, Rianka Urbina, Linsey Barker, Hardus Odendaal, Arlane Gordon-Bray, Tom Tucker

Absent: Earving Blythe, (with notice), Sharron Quisenberry, Dwight Shelton (with notice), Bradley Scott (with notice), Diane Zahm (with notice), Sam Easterling, Ken Eriksson, Sam Riley, Lewis Wasserman, Karen Inzana, Gene Seago, Mary Alice Schaeffer, Kim Beisecker, Lauren Davis, Lauren Creasy, Rachel Goodwin, Thomas Hogdahl

Guests: April Myers

Dr. Steger called the meeting to order at 3:00 p.m. A quorum was present.

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda as presented. The motion carried.

2. Announcement of approval and posting of minutes of May 5, 2008

Dr. Steger noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>).

3. New Business

Commission on Administrative and Professional Faculty Affairs

Resolution CAPFA 2008-09A

Resolution for Teaching Credit Classes and Overload Compensation for Administrative and Professional Faculty Members

Ms. Frances Keene presented the resolution for first reading. There is a parallel policy for staff to be compensated for teaching classes that are not part of their regular job description upon the approval of the supervisor and availability of department funds. As Human Resources goes through the conversion of pay-bands five, six, and seven to the Administrative and Professional (A/P) faculty ranks, there are many classified staff employees who currently have this as a benefit but will lose this as a benefit if they are switched to administrative and professional faculty. The salary will be the same as any departmental adjunct rates. A question was raised as to why the existing staff policy is not being modified to include A/P faculty. Ms. Keene

explained there is a lot of different language in the existing staff policy that does not apply to A/P faculty.

4. Commission Chair Reports

Dr. Steger asked Commission chairs or their representatives to present briefly their goals for the academic year.

1. Commission on Administrative and Professional Faculty Affairs – Frances Keene, Chair
 - a. Change grievance policies and procedures that relate to Administrative and Professional Faculty Affairs
 - b. Continue to work with Human Resources, the Commission on Staff Policies and Affairs, and Staff Senate with the conversion of staff members in pay-bands five, six, and seven to A/P faculty
 - c. Explore mentoring program opportunities for A/P faculty
2. Commission on Equal Opportunity and Diversity – Dr. Guy Sims, Representative
 - a. Advance communication on campus diversity initiatives.
 - b. Planned speakers
 - Natalie Hart, Director of NCAA Initiative and Diversity
 - College and Administrative Diversity Committee Chairs
 - c. Six Key Taskforces for the academic year
 - Diversity Summit – 12th Annual Diversity Summit, Winter 2009
 - Creation of Advisory Committee on Race and the Institution Implementation Team
 - Review and recommendation for the 2008-2009 Diversity Strategic Plan
 - Campus Diversity Integration Effort to secure National Science Foundation funding toward integration of key campus initiatives related to recruiting and retention
 - LGBT Taskforce
 - CEOD Public Relations
3. Commission on Faculty Affairs – Dr. Pat Hyer, Representative
 - a. Resolution concerning the establishment of the ranks of Professor of Practice
 - b. Overload pay for participation in Virginia Tech Carilion Medical School Programs
 - c. Mentoring initiatives – gaining university level support
 - d. Implementation Report of the Race Task Force
 - e. Monitor the removal of Lead Investigator policy
 - f. Revision of teaching evaluations
 - g. Electronic faculty activity reports
 - h. Participation of special research faculty members in governance
4. Commission on Graduate Studies and Policies – Dr. Paul Deck, Chair
 - a. Mentoring, scholarly integrity, graduate student expectations, and assistantships
 - b. Copyright and fair use of published material within electronic theses and dissertations or ETDs (work in conjunction with University Legal Counsel)
 - c. Policies and procedures for online courses
 - d. Issues pertaining to part-time graduate students

- e. Keep abreast graduate student concerns including the impact of summer enrollment policy on health care and access to Schiffert during the summer
 - f. Monitor a revision of the Graduate Honor System
 - g. CGSP/CUSP Winter Summit
 - h. Work with CUSP on BS/MS and other continuation formats
 - i. Working with CUSP on Student Life Policies
 - j. New graduate courses and graduate degree programs
 - k. Questions on applications for Graduate School (criminal history)
5. Commission on Outreach and International Affairs – Ms. Jane Wemhoener, Chair
- a. Define and describe the scholarship of engagement among Virginia Tech faculty and provide guidelines for assessing and supporting that scholarship
 - b. Enhance and expand education abroad and international scholarship
 - c. Promote development and cultivation of international scholarship (global outreach)
 - d. Increase involvement of faculty in Academy of Excellence in Outreach with Virginia Tech faculty outreach work
6. Commission on Research – Dr. William Huckle, Chair
- a. Participate in periodic reviews of University Centers and Institutes (Center for Coal and Energy Research, and Fralin Life Science Institute)
 - b. Review of Policy No. 13005, Interdisciplinary Research Centers, at request of Office of Vice President for Research
 - c. Determine how will restructuring of Human Resources have an impact on sponsored research, in areas of staff/faculty recruitment and retention and planning for costs associated with funding non-tenure track positions
 - d. Monitoring the status of the Carilion/VT Medical School:
 - What opportunities will exist for collaboration with researchers in Roanoke?
 - What are the up and down sides for VT and its faculty?
 - Teaching involvement and compensation
 - e. Review draft policy/procedures for removal of PI from a sponsored projects (Faculty Senate/Commission on Faculty Affairs)
 - f. Measures of scholarly achievement in areas outside of physical and life sciences or engineering arts, humanities, outreach, and others
 - g. Status of research efforts elsewhere in the state: Northern Virginia and Southside
7. Commission on Staff Policies and Affairs – Ms. Maxine Lyons, Chair
- a. Continue to work with Human Resources and the Staff Senate as the newly designed HR policies begin to be implemented
 - b. Work with Human Resources to provide input on Staff training and professional development
 - c. Provide feedback on guidelines for reporting staff diversity accomplishments
 - d. Work with Human Resources to promote and publicize policies related to: flexible work schedule, alternate work schedule, leave, and child care
 - e. Continue to work on the *Staff Employee of the Week*
 - f. Explore the *Emeritus Staff* policy
 - g. Safety training for new employees and updates for existing employees

8. Commission on Student Affairs – Ms. Lynsey Stuart, Chair
 - a. Continue to work with Student Government Association to resolve issues within the SGA Constitution, By-laws, and election rules
 - b. CSA subcommittee is currently looking at judicial policies and sanctions as they relate to undergraduate, graduate, and professional students.
 - c. Updates for policies for Student Life
 - d. Continue to seek out individuals to present to the Commission on issues relevant to students
 - e. Seek out ways to get more feedback from students about what they want to see done within CSA

9. Commission on University Support – Dr. Tom Tillar, Representative
 - a. Resolution to update membership to the Energy and Sustainability Committee
 - b. Survey will be conducted about the smoking policy outside of doorways
 - c. Improve the distribution of newspapers on campus – make more standard and attractive

5. Announcement of Approval and Posting of Commission Minutes

These minutes have been voted on electronically and will be posted on the University web (<http://www.governance.vt.edu>). Note that the purpose of voting on Commission minutes is to accept them for filing. University Council By-laws require that policy items be brought forward in resolution form for University Council action.

- Commission on Administrative and Professional Faculty Affairs
May 8, 2008

- Commission on Equal Opportunity and Diversity
April 21, 2008
May 5, 2008
September 15, 2008

- Commission on Faculty Affairs
April 18, 2008

- Commission on Graduate Studies and Policies
April 16, 2008

- Commission on Outreach and International Affairs
May 8, 2008

- Commission on Staff Policies and Affairs
April 1, 2008

- Commission on Undergraduate Studies and Policies
April 28, 2008
September 8, 2008

- Commission on University Support
April 17, 2008
May 15, 2008

5. For Information Only

Minutes of University Advisory Council on Strategic Budgeting and Planning
March 27, 2008

7. Announcement

Dr. Steger informed the Council that the University expects to receive its budget reduction target from the state later in the week. Once the real target is received, a plan will be implemented.

8. Adjournment

There being no further business, a motion was made to adjourn the meeting at 3:33 p.m.