

**University Council Minutes**  
**February 2, 2015**  
**3:00 PM**  
**1045 Pamplin Hall**

**Present:** Tim Sands (presiding), Richard Benson, Lay Nam Chang, Cyril Clarke, Sonia Hirt for Jack Davis, Karen DePauw, Elizabeth Flanagan, Susan Sumner for Alan Grant, Mark McNamee, Scott Midkiff, Kim O'Rourke, Patricia Perillo, Savita Sharma for Dwight Shelton, Elizabeth Spiller, Robert Sumichrast, Martin Daniel for Robert Walters, Tyler Walters, Pam White, Sherwood Wilson, Paul Winistorfer, Barbara Lockee for France Bélanger, Aaron Bond, Rami Dalloul, Joseph Edens, Reed Kennedy, Edward Lener for Maxine Lyons, Stephen Martin, Alex Parrish, Hans Robinson, Susan Volkmar, Deb Smith for Susan Anderson, Charlene Eska, Joe Merola, Rick Ashley for Corinne Noiro, Susanna Rinehart, Bob Rogers for Christopher Beattie, David Dillard, Tom Fox, Debra Stoudt for Joan Hirt, Stuart Cochran for Darla Chudzik, Sue Teel, Tom Tucker, Raifu Durodoye, Alphonso Garrett, Michael Martin, De'Ashley Spain, Matthew Chan, Samantha Erwin, Ryan Shifler for Greg Purdy, Bernice Hausman, Kyrille Goldbeck DeBose

**Absent:** Guru Ghosh, Tom Tillar, Bruce Pencek, Anita Puckett, Kathrine Carter, Dave Dugas, Paul Herr (with notice), Nanda Nanthakumar, Ana Agud (with notice), Melissa Means, Stacey Poertner (with notice), Lynn Short, Brett Besag (with notice), Larry Cox, Taylor Fix, Kylie Gilbert, Stephen Hensell, B.H. Kim, Megan Nguyen, Jake Tully, Dan Cook (with notice), Austin Larowe, Ashley Francis (with notice)

**Guests:** Jack Finney, Rachel Holloway, Hal Irvin, Gary Long, April Myers, Tim Parker, Cheryl Peterson, Ellen Plummer, Desiree Reed-François, David Travis

Dr. Sands 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. The motion carried.

**2. Announcement of approval and posting of minutes of December 1, 2014**

Dr. Sands 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. Old Business**

**Commission on Administrative and Professional Faculty Affairs**

CAPFA Resolution 2014-15A

Resolution to Approve Revision to Faculty Handbook Section 7.7: Grievance Policy and Procedures for Administrative and Professional Faculty

Ms. Susan Volkmar presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

**Commission on Graduate Studies and Policies**

CGSP Resolution 2014-15D

Resolution to Discontinue the Master of Science Degree in Dairy Science

Dr. Hans Robinson presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

**Commission on Graduate Studies and Policies**

## CGSP Resolution 2014-15E

### Resolution to Discontinue the Master of Science Degree in Horticulture

Dr. Hans Robinson presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

#### **4. New Business**

##### **Commission on Graduate Studies and Policies**

###### CGSP Resolution 2014-15F

###### Resolution to Establish a Doctor of Philosophy Degree in Executive Business Research

Dr. Hans Robinson presented the resolution for first reading. Dr. Robinson indicated that the motivation for this degree is twofold. The first reason this degree is being developed is to a response to the chronic shortage of faculty in business schools across the country. The second reason this degree is directed at mid-level senior managers who wish to get a Ph.D. This degree will help managers enhance their skills in research analysis coupled with a deeper understanding of business theory needed to lead to more effective decision making. This degree program will be located in Northern Virginia, and housed in Pamplin College of Business. Dean Sumichrast indicated that this will be a second Ph.D. for the Pamplin College of Business. The traditional Ph.D. will remain on the main campus in Blacksburg and is made up of relatively young students who are directly out of the master's program or directly out of an undergraduate program with master's level courses taken. It is anticipated that the majority of graduates from this program will go on to teach college business courses, but there is also a pathway for students who want to enhance their careers. There is an increased number of such programs around the country.

#### **5. Commission Chair Reports**

Dr. Sands asked the Commission chairs to present briefly their goals for the academic year.

##### 1. Commission on Administrative and Professional Faculty Affairs (CAPFA) – Ms. Susan Volkmar, Chair

###### a. Items completed in the fall:

- A/P grievance policy revisions were completed
- CAPFA website was established
- Fall speaker series was held on February 2, 2015, Yolanda Chambers, Assistant Director, Human Resources Operations

###### b. Spring agenda items:

- Gain final resolution approval on updates to A/P grievance policy
- Raise awareness and provide examples of best practices and guidance on the Human Resources website about the performance evaluation process for A/P faculty
- Reach out to AP representatives on other commissions and encourage them to attend CAPFA meetings in order to increase communication between commissions
- Working on identifying and scheduling speakers for the spring speaker series

##### 2. Commission on Equal Opportunity and Diversity (CEOD) – Dr. Aaron Bond, Chair

###### a. Items completed in the fall:

- Drafted and distributed a campus-wide notice reminding the campus community to be mindful of high religious and cultural holidays when scheduling campus events (a similar letter will be distributed each semester)
- Approved the call for the President's Principles of Community Award and assigned a subcommittee to review nominations

###### b. Spring agenda items:

- Exploring whether a need exists to clarify a governance definition of what constitutes a caucus
- Exploring the creation of a President's Principles of Community Award for students
- Given the new Inclusive VT structure, working on a resolution to reaffirm CEOD's role in policy and governance within the new structure
- Working on revising the CEOD's current charge and membership to be more inclusive
- Working with Pam White, Executive Director of Equity and Access, and the Office of Equity and Access to foster appropriate language for changes to Policy 1025 as federal regulations have changed
- Working to update policies related to 504 accessibility changes as mandated by new standards, particularly concerning technology use

### 3. Commission on Faculty Affairs (CFA) – Dr. Rami Dalloul, Chair

#### a. Items completed in the fall

- Changes to the instructor promotion process
- Resolution for the new name of two merged departments (Department of Biomedical Engineering and Mechanics)

#### b. Spring agenda items:

- Working on a better definition of what constitutes self-plagiarism in research and publications
- Considering a process change for convening a faculty panel to rule on validity of the issue for a grievance
- Continuing discussions on the acquisition of the school of medicine by Virginia Tech as well as define/align status of medical faculty
- Anticipating a discussion on a Faculty Senate proposal on the enhancement of shared governance for better direct involvement of faculty with academic and faculty affairs

### 4. Commission on Graduate Studies and Policies (CGSP) – Dr. Hans Robinson, Chair

#### a. Items completed in the fall:

- Passed a Ph.D. degree in Executive Business Research
- Two School of Education degrees passed by CGSP last semester are being deferred until the next cycle

#### b. Spring agenda items:

- A resolution governing the removal of graduate certificates from the books when they have not been awarded for an extended period of time is up for second reading by the CGSP
- Resolutions relating to instituting an official policy of graduate continuous enrollment are up for first reading by the CGSP:
  - Resolution establishing a continuous enrollment requirement for graduate students
  - Resolution setting the parameters for leave of absence for graduate students
  - Resolution establishing in absentia status for students doing academic work away from campus
- Resolution concerning spouses, partners, and family members serving on graduate committees is currently being drafted
- Resolution on degree titles that was returned to CGSP last year is up for consideration
- Working on initiating the publication of a Ph.D. yearbook modelled after such a book published by the Technical University of Milan

### 5. Commission on Outreach and International Affairs (COIA) – Mr. Reed Kennedy, Chair

- a. Items from the fall:
    - Solicited nominations for two Alumni Awards for Outreach Excellence; an individual award and a team award
    - Establishing a university-wide database of faculty and what countries they do work research in
  - b. Spring agenda items:
    - Revise by-laws of the University Council on International Affairs
    - Potential new or revised policies from the University Council on International Affairs related to:
      - Student abroad faculty compensation
      - Tuition model revisions for summer study abroad students
    - Potential polices related to the establishment of a lifelong learning institute, where senior citizens take special courses at Virginia Tech
6. Commission on Research (COR) – Dr. Barbara Lockee, commission member
- a. Working with CFA on a revision to Policy 13020, Misconduct in Research to include self-plagiarism
  - b. Working on revision to policy 13015, Ownership and Control of Research Results
  - c. COR has been involved in research center reviews and recruiting
  - d. Met with the search firm for the Vice President for Research and provided input for that job description
  - e. Looking at ways to reduce administrative workload with regard to research due to a request from the National Science Board
  - f. Formed the Committee on Research Needs with the goal to identify the barriers to research as well as the things that are going well
  - g. Based on a report from a Human Resources task force, advancements have been made for the inclusion of research faculty in university governance and will look at other issues related to promotion and faculty development for research faculty
7. Commission on Staff Policies and Affairs (CSPA) – Mr. Alex Parrish, Chair
- a. Items from the fall:
    - Discussions on childcare initiative from the Graduate School
    - Discussions on campus/staff morale per the previous climate survey
    - Discussions on hybrid retirement plan
  - b. Spring agenda items:
    - Discussion on campus parking
    - Discussions on text delivery system for outlying staff
    - Discussions on the new leave system
    - Staffing for the Staff Career Achievement Awards Committee and the McComas Leadership Committee
8. Commission on Student Affairs (CSA) – Mr. Joseph Edens, Chair
- a. Items from the fall:
    - Childcare statement for SGA and GSA to CSA
    - Learning about the Keystone experience and learning management system (Gobbler Connect, Scholar)
    - Met with Board of Visitors member Wayne Robinson to learn more about the BOV
    - Engaging with the Student Budget Board
    - Had conversations around Inclusive VT
  - b. Spring agenda items

- Constitutional reviews of University Chartered Student Organizations (SGA, GSA, and NPHC)
  - Will receive recommendations from the Student Affairs Policy Review Committee
  - Reviewing universal liability insurance for student organizations
  - Student Budget Board policy review
  - Policies related to the use of public space and student organizations
  - Evaluating the classifications of University Chartered Student Organizations
  - Policies related to the use of equipment in facilities for student organizations and training for specialized equipment for events
  - Discussions on the bias response protocol
  - Continue engaging more on the Keystone experience
9. Commission on Undergraduate Studies and Policies – Dr. Stephen Martin, Chair
- a. Items from the fall:
- Major in Criminology (BS in Sociology)
  - Major in Residential Environments and Design (BS in AHRM)
  - BS Degree in Systems Biology
  - Major in Literature and Language (BA in English)
  - Major in Creative Writing (BA in English)
  - Major in Professional and Technical Writing (BA in English)
- b. Spring agenda items:
- Approve the new General Education Curriculum (Pathways to Knowledge)
  - Learning about the process for revising the Undergraduate Honor System
  - Learning about the effort to choose a new Learning Management System to replace Scholar
  - Enrollment Management wants a review of policies pertaining to “shop and drop” of courses and whether this is limiting the availability of courses to students
  - Review the Repeat Course Enrollment policy
  - Request for a report on the debt status of our students
  - Vision for undergraduate enrollments – CUSP expects to hear more details about future enrollment growth
10. Commission on University Support – Mr. Edward Lener, Vice Chair
- a. Items from the fall:
- Presentation on the Campus Master Plan
  - Passed an update to Campus Energy and Sustainability Plan
- b. Spring agenda items:
- Don't anticipate any resolutions being brought to University Council
  - Researching the use of e-cigarettes at other institutions
  - Working on the Forest Management Plan and the stadium woods
  - Working on IT initiatives

## **6. 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  
December 10, 2014
- Commission on Equal Opportunity and Diversity

November 17, 2014

- Commission on Graduate Studies and Policies  
November 19, 2014  
December 3, 2014
- Commission on Outreach and International Affairs  
November 20, 2014  
December 11, 2014
- Commission on Research  
November 12, 2014
- Commission on Staff Policies and Affairs  
October 28, 2014  
November 18, 2014
- Commission on Student Affairs  
October 2, 2014  
October 16, 2014  
October 30, 2014  
November 13, 2014  
December 4, 2014
- Commission on Undergraduate Studies and Policies  
December 8, 2014
- Commission on University Support  
November 20, 2014  
January 15, 2015

## **7. For Information Only**

Minutes of the University Advisory Council on Strategic Budgeting and Planning  
December 4, 2014

## **8. Presentation**

Ms. Desiree Reed-François, Executive Associate Athletics Director, and Mr. Tim Parker, Senior Associate Athletics Director, gave a presentation (attached) on the new NCAA structure and the Pylons of Promise.

## **9. Adjournment**

There being no further business, a motion was made to adjourn the meeting at 4:01 p.m.