UNIVERSITY COUNCIL MEETING
April 22, 2019
3:00 p.m.
1045 Pamplin Hall
AGENDA

1. Adoption of Agenda
   Dr. Dwayne Pinkney

2. Announcement of approval and posting of minutes of April 8, 2019
   Dr. Dwayne Pinkney
   These minutes have been voted on electronically and will are posted on the University web.

3. Old Business
   Dr. Dwayne Pinkney
   Commission on Graduate Studies and Policies
   Resolution CGSP 2018-19F
   Resolution to Establish a Master of Engineering Degree in Computer Science and Applications (CSA-Meng)
   Commission on Undergraduate Studies and Policies
   Resolution CUSP 2018-19A
   Resolution to Approve New Major, Childhood Pre-Education, in Bachelor of Science in Human Development

4. New Business
   Dr. Dwayne Pinkney
   Commission on Student Affairs
   Resolution CSA 2018-19C
   Addition of a Statement on Sanction Enhancements for Policy Violations Motivated by Bias for the Student Code of Conduct (Changes to the Hokie Handbook - www.hokiehandbook.vt.edu)
   Commission on Student Affairs
   Resolution CSA 2018-19D
   Resolution to Change Student Code of Conduct Section on Weapons (Changes to the Hokie Handbook - www.hokiehandbook.vt.edu)
   Commission on Undergraduate Studies and Policies
   Resolution CUSP 2018-19B
   Resolution to Approve New Major, Humanities for Public Service, in Bachelor of Arts in Religion and Culture
   Commission on Undergraduate Studies and Policies
   Resolution CUSP 2018-19C
   Resolution to Approve New Major, Polymer Chemistry, in Bachelor of Science in Chemistry
   Commission on Undergraduate Studies and Policies
   Resolution CUSP 2018-19D
   Resolution to Approve New Major, Medicinal Chemistry, in Bachelor of Science in Chemistry
Commission on Undergraduate Studies and Policies

Resolution CUSP 2018-19E
Resolution to Discontinue Bachelor of Science Degree in Engineering Science and Mechanics

Commission on Undergraduate Studies and Policies

Resolution CUSP 2018-19F
Resolution to Approve Transitional Plan to Facilitate the Change of Date of Entry Graduation Requirements

5. Announcement of acceptance and posting of Commission Minutes
These minutes have been accepted for filing by electronic vote and will be posted on the University web. Note that the purpose of including Commission minutes on the agenda 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 Equal Opportunity and Diversity
March 4, 2019
April 1, 2019

Commission on Faculty Affairs
March 22, 2019

Commission on Graduate Studies and Policies
March 20, 2019

Commission on Outreach and International Affairs
March 21, 2019

Commission on Student Affairs
February 28, 2019
March 21, 2019

Commission on Undergraduate Studies and Policies
March 25, 2019

6. Presentation
New Degree/Course Approval Process

7. Presentation
Campaign Update

8. Adjournment

Absent: Tim Sands (with notice), Richard Blythe, Cyril Clarke (with notice), Michael Friedlander, Steve McKnight, Kelly Oaks (with notice), Menah Pratt-Clarke, Tyler Walters, Paul Winistorfer, Bettina Koch, Cayce Myers, Yan Jiao, Chris Lawrence, LaTawnya Burleson (with notice), Brian Huddleston, Katrina Loan, Erin Poff, Jeannie Layton-Dudding, John Massey, Davon Woodard, Anurag Mantha, Conrad Briles, Jacob Davis, Adil Sageer, Madilynne Tanner, Zo Amani, John Ferris (with notice), & Robert Sebek

Guests: Kevin Edgar, Tara Frank, Bill Huckle, Aubrey Knight, Cliff Shaffer, Cindy Smith, & Chris Wise

Dr. Dwayne Pinkney 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 March 4, 2019

Dr. Pinkney 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 Faculty Affairs
Resolution CFA 2018-19A
Resolution to Amend the Faculty Senate Constitution to Adopt the Parliamentary Rules Used by University Council

Professor Bob Hicok presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Faculty Affairs
Resolution CFA 2018-19B
Resolution to Amend the Faculty Senate Constitution Regarding Term Limits

Professor Bob Hicok presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.
**Commission on Faculty Affairs**  
Resolution CFA 2018-19C  
Resolution to Amend the Faculty Senate Constitution Regarding Amendments to Faculty Senate Constitution

Professor Bob Hicok presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

**Commission on Faculty Affairs**  
Resolution CFA 2018-19D  
Resolution to Amend the Faculty Senate Constitution Regarding the Function of Faculty Senate as Faculty Voice

Professor Bob Hicok presented the resolution for second reading and mentioned a change in the second whereas statement. This statement is correct to read, “participation in the Faculty Senate of Virginia is defined in Article VI, Section 5 of the Faculty Senate Constitution.” Professor Hicok made a motion to approve. The motion was seconded, and the motion passed.

**4. New Business**

**Commission on Graduate Studies and Policies**  
Resolution CGSP 2018-19F  
Resolution to Establish a Master of Engineering Degree in Computer Science and Applications (CSA-Meng)

Dr. Rajesh Bagchi presented the resolution for first reading. Dr. Bagchi gave background for this resolution. This resolution creates a new Engineering Master’s degree in the existing Computer Science and Applications program to be effective in the Spring of 2020. The purpose of the CSA-Meng designation is to prepare graduates with the necessary knowledge and skills for mid-level and advanced positions in industries related to computing technology in part driven by the newly announced Innovation Campus. This new degree can accommodate part-time students, full-time students, or students in a 12-month accelerated program. The CSA-Meng degree program will provide students with entrepreneurial, experiential learning through a project course requirement similar to a capstone course, by working in small teams to complete the full software project life cycle.

**Commission on Undergraduate Studies and Policies**  
Resolution CUSP 2018-19A  
Resolution to Approve New Major, Childhood Pre-Education, In Bachelor of Science in Human Development

Dr. Kerry Redican presented the resolution for first reading. Dr. Redican indicated that there is a high demand for child educators and care workers with in-depth knowledge about and experience with meeting the needs of children, and this new major will prepare students for this demand.

**5. Announcement of acceptance and posting of Commission Minutes**

Dr. Pinkney noted that 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 including Commission minutes on the agenda 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 12, 2018  
  February 13, 2019

- Commission on Equal Opportunity and Diversity  
  October 8, 2018
November 12, 2018
December 17, 2018

- Commission on Faculty Affairs
  February 22, 2019

- Commission on Graduate Studies and Policies
  February 20, 2019
  March 6, 2019

- Commission on Outreach and International Affairs
  February 21, 2019

6. For Information Only

Minutes of the University Advisory Council on Strategic Budgeting and Planning
February 21, 2019

7. Presentation

Dr. Aubrey Knight and Dr. Dan Harrington gave a brief presentation on the Virginia Tech School of Medicine Honor Code (VTCSOM Honor Code Case Management Flowchart attached).

8. Presentation

Dr. Patty Perillo, Vice President for Student Affairs, introduced Mr. Chris Wise, Assistant Vice President for Student Affairs, who gave a brief presentation on the summary and findings/recommendations of the Mental Health Task Force (presentation attached).

9. Adjournment

There being no further business, a motion was made to adjourn the meeting at 3:50 p.m.
VTCSOM Honor Code
Case Management Flowchart

Honor Code Allegation

Is report submitted within established timeframe?

Yes → Honor Board logs case

No → Case dismissed, referrer notified

VTCSOM probation status of referred is reviewed for FD eligibility;* referrer & referred are notified

* If any of the referred students is on probation, the case can’t go to facilitated discussion.

** Penalties in facilitated discussion are limited to Penalty 1, sections a, b, c, d, e.

*** 3-party agreement to be reached by referrer, referred and Honor Board representative

Honor Board schedules Facilitated Discussion

Are both parties open to facilitated discussion and accept limited penalty range?***

Yes → Is the suspected violation cheating or plagiarism

No → Honor Board evidence gathering

Is the referred on probation?*

Yes → Does student accept that there is sufficient evidence to support the charge without admission of guilt?

No → Preliminary Review Panel to review the case

Progress to Honor Board hearing panel

Are referred and referrer able to agree on penalty with Honor Board approval?**

Yes → Final decision recorded; penalties applied, referrer and referred notified

No → Is referred found guilty?

Yes → Dismiss case; Final decision recorded; referrer & referred notified

No → Final decision recorded; referrer & referred notified

Does evidence prove guilt?

Yes → Honor Board Hearing Panel hears the case

No → Dismiss case; Final decision recorded; referrer & referred notified

Honor Board Hearing Panel verdict and penalty recommendation sent to MSPPC

MSPPC approves as is or sends back the Honor Board for clarification.
MENTAL HEALTH TASK FORCE

Report Summary and Next Steps

Dr. Patty Perillo, Vice President for Student Affairs
Chris Wise, Assistant Vice President for Student Affairs

PROVOST CHARGE

“.....to help identify factors affecting mental health including social, cultural, and biological impacts that can influence development and treatment of mental health issues; address issues associated with mental health services; anticipate how the university may address existing needs; and proactively plan for future support of mental health programs for our university.”
MEMBERS OF THE TASK FORCE

Task Force Chair
• Chris Wise, Chair (Assistant Vice President for Student Affairs)

Task Force Members
• Zo Amani (2018-19 Graduate Student Representative to the Board of Visitors)
• Chris Flynn (Director, Cook Counseling Center)
• Michael Friedlander (Executive Director, Fralin Biomedical Research Institute at VTC; Vice President for Health Sciences and Technology)
• Laura Hungerford (Head, Department of Population Health Sciences)
• Rachel Iwicki (2018-19 Undergraduate Student Representative to the Board of Visitors)
• Robin Panneton (Associate Dean for Undergraduate Programs, College of Science)
• Robert Trestman (Chair, Department of Psychiatry, Virginia Tech Carilion School of Medicine)

PROCESS:
• 15 meetings over 18 weeks
• Reviewed literature
• Reviewed Data:
  • Healthy Minds
  • Center for Collegiate Mental Health
  • Substance Abuse and Mental Health Services Administration
  • National Survey on Drug Use and Health
  • National Comorbidity Student-Replication and the Adolescent Supplement
• Met with student advocates, administrators, faculty
• Comments from a sample of faculty, advisors, and students regarding perceptions of Cook Counseling
  • Reinforcement of what we heard, discussed and ultimately recommended
  • Reflect varying degrees of misinformation/misunderstanding - reinforcing strong conclusion that better education/awareness of needs and services is essential for all
QUESTION 1: What are the social, cultural, and biological factors driving demand for mental health services at Virginia Tech?

- Prevalence of mental health concerns among middle and high school students
  - 50% before age of 14; 75% before age of 24
- Sociocultural profile of the current college student population
- Pervasiveness of prejudice, isolation, financial stress and/or traumatic experiences among students
- Escalating dependence on e-devices and social media
- Greater awareness to benefits of early attention to symptoms of anxiety, depression, or other and decreased stigma

QUESTION 2: Are students who need mental health services at Virginia Tech reflective of the larger higher education population?

- Students at Virginia Tech experience the same conditions and need for services as national peers
- For matters related to distress, rates among VT students are lower than national averages
- From 2013 to 2017, overall enrollment increased slightly less than 10%, however there has been over a 40% increase in demand for services
- National comparison = enrollment increase of 5%; increase in demand for services 30 - 40%
QUESTION 3: Can the systems and procedures used at Virginia Tech to identify students in need be optimized and, if so, how can this be accomplished?

- Maintain the recommended mental health staff to student ratio
- Identify underserved disorders and resource accordingly
- Improve preparedness and capacity of faculty, teaching associates, and academic and resident life advisors to identify and refer students for the right type of support
- Grow and scale services based on projections of mental health concerns in the pre-college age cohort
- Review academic systems for improvements

QUESTION 4: Is Virginia Tech adequately able to support the mental health needs of the student body and, if not, what additional strategies should be considered?

Additional strategies to optimize VT’s commitment to improving our mental health landscape:

- Develop a campus-wide mental wellness campaign
- Provide specific training for those in front-line contact with students
- Adjust services to more student-centric locations and convenient times
- Identify high-risk groups and pathway situations
- Collaborate with VTCSOM/Carilion affiliated psychiatry resources for more complex diagnoses
- Increase peer-support models of education and awareness
- Wider implementation of Question, Persuade, Refer (QPR)
- Implement mental health self-assessment tools
- Improve integration of referral and support infrastructures
QUESTION 5: What is the role for prevention and education in addition to direct service provision?

Prevention and education:

- Decreases the likelihood of self harm and escalation of existing conditions, both during the college and after graduation
- Creates an informal and formal early warning system between individuals and within communities
- Makes programs and services more accessible and systematic, culturally inclusive
- Understand and pool resources and work being done in prevention and education domain

Next Steps/Recommendations

- Develop a MyOneHealth Awareness Campaign at the institutional level
- Support existing and encourage new transdisciplinary, translational research on collegiate mental health
- Maintain International Association of Counseling Services counselor to student ratio
- Provide primary contacts within each college to serve as liaisons to Cook Counseling Center for staff training and education, triage of cases, and messaging campaigns
- Through the CGS & CUSP, identify and evaluate the continuation of academic practices that have historically adverse effect on student health and well-being; evaluate academic opportunities to promote mental health and well-being
- Improve coordination and connection between student-driven mental health initiatives, paraprofessional support groups, and administrative practices
- Strengthen the coordination and delivery of services between Cook Counseling Center, Virginia Tech Carilion School of Medicine, Carilion Clinic, and local mental health resources for care delivery
- Scale up Hokie Wellness mental health education/prevention team
MENTAL HEALTH TASK FORCE

Questions

Dr. Patty Perillo, Vice President for Student Affairs
Chris Wise, Assistant Vice President for Student Affairs

2015 - 2018: Resource Initiatives related to Mental Health services

• 12 FTE counseling positions added; plus wage hours
• 1 FTE psychiatry position added; plus wage hours
• Mental Health Educator added to Hokie Wellness
• Kent Square satellite facility opened
• Receptionist position added
• 2 additional pet therapy dogs added
• Cost of $1.7 million over past three years
WHEREAS, the mission of Virginia Tech is to discover and disseminate new knowledge through its focus on teaching and learning, research and discovery, and outreach and engagement; and

WHEREAS, there is a critical immediate need for graduates with knowledge and skills for mid-level and advanced positions in industries related to computing technology; and

WHEREAS, there is a growing regional and national demand for such programs, evidenced by the deficit of ~40,500 workers in the IT industry in the DC, VA, MD, WV region with top number of postings for master’s level CS graduates primarily on the east coast, with Virginia ranked number 4 nationally after California, Texas and New York, with the highest job postings over the past 12 months; and

WHEREAS, the Bureau of Labor Statistics and the National Science Foundation have highlighted a crisis demand for well-trained technology professionals with a projection of 1 million more computing jobs than qualified applicants by 2020; and by comparison, this number is more than double the already significant current technology talent gap of 500,000 vacant positions; and

WHEREAS, this new Master of Engineering in Computer Science and Applications degree designation (CSA-MEng) will provide students with entrepreneurial, experiential learning through a project course requirement similar to a capstone course, by working in small teams to complete the full software project life cycle, from requirements gathering through customer and market need discover using NSF I-Corps principles to design, project management, communication and implementation; and

WHEREAS, this program has been developed with the same assessment criteria as the overall two year CSA -MS degree and similarly provides students with sufficiently rigorous courses in Computer Science to obtain and advance in successful careers in the computing field, it also provides opportunity for the degree to be completed in one year by eliminating the thesis and requiring a single new 3-credit course that satisfies a number of requirements; and similarly provides students with in-depth knowledge about software development, the research and development process, communication skills, and ethical issues related to computing technology; with specialty topics such as software engineering, internet software development, human-computer interaction, data analytics and machine learning, computer security and artificial intelligence;

THEREFORE BE IT RESOLVED, that the Master of Engineering in Computer Science and Applications be established, effective Spring, 2020, and the proposal be forwarded to the State Council of Higher Education for Virginia for approval and to the Southern Association of Colleges and Schools for notification.
Addendum to
Commission on Graduate Studies and Policies
Resolution 2018-19F
Resolution to Establish a Master of Engineering Degree
in Computer Science and Applications (CSA-MEng)

Program Background
Virginia Tech is requesting approval to add a Master of Engineering (MEng) degree designation to the existing Computer Science and Applications (CSA) graduate degree program. The CSA-MEng is located in the College of Engineering, Department of Computer Science. The new degree designation would be initiated Spring 2020.

The purpose of the new CSA-MEng degree designation is to prepare graduates with the knowledge and skills needed for mid-level and advanced positions in industries related to computing technology. In part driven by the demands of the newly announced Innovation Campus, the MEng degree program will be developed in such a way as to be completable by students participating part time, full time, or full time accelerated (i.e., in one twelve month period), as is now offered by several other universities (e.g. Cornell, Stanford, Purdue, Georgia Tech).

The program has been developed to provide students with sufficiently rigorous coursework in Computer Science to obtain and advance in successful careers in the computing field. The program provides students with in-depth knowledge about software development, the research and development process, communications skills, and ethical issues related to computing technology. It also provides access to a broad range of specialty areas within computer science. These include the opportunity to specialize in topics such as software engineering, internet software development, human-computer interaction, data analytics and machine learning, computer security, and artificial intelligence.

The CSA-MEng degree designation provides students with experiential learning through a project course requirement similar to a capstone course. To satisfy this requirement, students will work in small teams to complete the full software project life cycle, from requirements gathering through customer and market need discovery using NSF I-Corps principles, to design, project management, communication, and implementation.

Graduates with the CSA-MEng will be highly competitive for jobs in the computing industry, and will help to fill a critical need for skilled workers in this field. Graduates will have design skills, critical thinking skills, and an enhanced appreciation of their role in an industrial and applied setting.

Mission
Motivation to add the CSA-MEng has been building for years. As of 2018, there was an estimated deficit of ~40,500 workers in the IT industry in the DC, VA, MD, WV region. According to Burning Glass, states with the top number of postings for Master's-level CS graduates are primarily on the east coast. The six states in the top ten in order are New York, Virginia, Massachusetts, Florida, New Jersey, and North Carolina. In 2018 the Commonwealth of Virginia recorded the highest demand for the master’s level CS graduate degree in the US in

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1 Source: Burning Glass query on Master’s graduates, Computer and Information Sciences, General /11.0101/ 1 Jan – 31 Dec 2018 for Washington-Arlington-Alexandria, DC-VA-MD-WV
terms of postings per million with ~3200/million population. The states with the next highest demand included Massachusetts (~3,060), California (~2,700) and Washington (2,670).

The announcement that Amazon would build its new headquarters in Northern Virginia is predicted to add a demand of 25,000 more information technology (IT) workers in that area over the next 20 years, with roughly half of those jobs at the Master’s level. In order to respond to this need, Virginia universities need to increase production of degrees at all levels. But the greatest deficit comes at the Master’s degree level.

The Department of Computer Science at Virginia Tech has a thriving research-oriented graduate degree program, with both an MS and PhD in Computer Science and Applications (CSA). While the existing program does a good job at training students for the workforce, its primary focus is on developing skills in working independently while formulating and answering research questions. One strategy for an expanded Master’s level production might be to increase enrollment in the existing CSA-MS program, but its research-oriented emphasis will not satisfy the needs of a large segment of the workforce that wants a degree more targeted toward software development. The CSA-MS degree’s research requirements result in completion times longer than needed for a more implementation-focused program. The CSA-MEng is designed for the purpose of satisfying this need, and is designed to operate at the scale needed to have a serious impact on the current shortage in workers with advanced degrees in the IT area.

The CSA-MEng will differ from the existing CSA-MS degree in several respects. The CSA-MEng will be coursework-only (that is, no thesis track will be offered). Where the CSA-MS degree satisfies a number of requirements (such as university-mandated ethics and diversity training) through mechanisms outside of normal 3-credit courses, the CSA-MEng degree will satisfy these requirements with a single new 3-credit course that is part of the 30 credit degree requirements. Rather than using a thesis and research hours as the primary mechanism to satisfy university final exam requirements, the CSA-MEng primarily will use an entrepreneurial-focused, projects-based course for that purpose. The result will be a degree that can be completed in a shorter time-frame and is also more compatible with part-time study.

**Target Population**

The CSA-MEng program is designed to appeal to particular types of potential students. IT professionals or recent graduates with a Bachelor’s degree in CS or a related field are often motivated to get a Master’s-level degree, as this provides additional career opportunities and leads to higher salaries. We expect that the job demand especially in Northern Virginia will make getting a Master’s degree particularly attractive to the student living in that geographic area. Additionally, we expect that many to opt for the CSA-MEng degree over the research-oriented CSA-MS degree because it can be completed in a shorter time-frame. The CSA-MEng can reasonably be completed in three academic semesters. An aggressive schedule would allow a student to reasonably complete the program in twelve months (four courses in Fall, four courses in Spring, and one course each of two summer terms, for example).

We expect a large demand for training and certification at the Master’s-level degree from IT employees in the area who already hold a Bachelor’s degree in Computer Science or a related field. Such students will prefer a part-time format, taking one or two courses per semester, while they continue to work full time. Since the CSA-MEng program has no requirements for seminars, research hours, thesis, or external mechanism to fulfill University ethics and diversity training requirements (all in contrast to the CSA-MS degree), the CSA-MEng will be much easier to complete as a part-time student.

Many workers have relatively little formal background in Computer Science, but have gained some practical experience with programming, and would like to improve their career opportunities by obtaining as Master’s degree in Computer Science. The existing CSA-MS
degree has more stringent requirements for entry into the program: students must have the equivalent of a CS minor (which often takes at least two years of courses to obtain). In contrast, entrance requirements for the CS-MEng degree require less formal CS training. Students can enter this program in good standing after completing a traditional second-semester programming course, which can be taken at any community college or undergraduate degree-granting institution. Thus, the CS-MEng degree should be more attractive to such students.

**Student Retention and Continuation Plan**

All students in the CSA-MEng program will be assigned a primary academic advisor (typically the program director for the CSA-MEng program). This person will conduct orientation sessions for incoming students. They will also organize and conduct the annual evaluation and feedback process for all students. This is similar to the existing annual evaluation process already used for all CSA students, where every student is checked to see if they are on track for completion in a timely manner, with individual feedback given as appropriate. The academic advisor will be available to meet with students as needed to discuss student progress and issues.

**Faculty**

Full-time or adjunct faculty in the Department of Computer Science will teach core and required courses in the CSA-MEng program. All current faculty members possess terminal degrees in Computer Science or a related field. The university is preparing a hiring plan to meet the faculty demand for the anticipated enrollments.

**Program Administration**

The proposed CSA-MEng degree designation program will be under the direction of the Associate Department Head for Graduate Studies, who is also the Program Director for all graduate programs in Computer Science. Day to day administration will be handled by a dedicated CSA-MEng Program Director.

**Employment Skills/ Workplace Competencies**

The CS-MEng degree designation program is designed to prepare students for mid-level and advanced careers in the computing industry. It is anticipated that most graduates of the CS-MEng program will already be computing professionals when they begin the program (whether on leave or taking the program part-time), or will immediately enter the IT industry after graduation. Typical job titles will include Software Engineer and Senior Developer. Graduates will be able to use computer science knowledge to solve technical problems; develop effective software solutions; collect and analyze data appropriate to the problem; and report, through both written and oral communication, on their activities and results.

**Impact on Existing Programs**

The proposed addition of the CSA-MEng degree designation will not compromise the existing CSA degree program. Rather, it will complement the existing research-oriented MS and PhD options. All courses currently required for the CSA program will still be available, and the addition of the CSA-MEng program will not negatively impact course offerings for the other CSA options. It is not anticipated that student enrollment in the existing CSA degrees will be impacted as students who enroll in the CSA-MEng will have a different career focus than students who typically enroll in the CSA program. Virginia Tech will continue to offer the CSA-MS and CSA-PhD degrees.
Commission on Undergraduate Studies and Policies
Resolution 2018-19A
Resolution to Approve New Major, Childhood Pre-Education, in Bachelor of Science in Human Development

WHEREAS, there is high demand for child educators and care workers with in-depth knowledge about and experience with meeting the needs of children; and

WHEREAS, currently about one-quarter of students (more than 150 students) in the Human Development major have as their career goal to work directly with young children, either as early childhood educators or in the public schools in elementary or special education; and

WHEREAS, the Human Development and Family Science Department is committed to providing coursework, service learning, and protracted field study experiences in sites outside the University and within our own Child Development Center for Learning and Research, fitting the VT shaped experience, that give students in-depth understanding of children and their needs within and outside of the classroom; and

WHEREAS, no new resources are required to establish the proposed Childhood Pre-Education major at Virginia Tech and for it to be administered by the Department of Human Development and Family Science with the cooperation of the School of Education; and

WHEREAS, the new major Childhood Pre-Education would be an identifiable major that clearly signals the expertise and career focus of students and provides guidelines for course selection helping students move toward state licensure as elementary or special education teachers; and

WHEREAS, the new major Childhood Pre-Education is anticipated to help attract additional students who are interested in pursuing careers in childhood education and care to Virginia Tech;

THEREFORE BE IT RESOLVED that the Major Childhood Pre-Education be approved for addition to the Bachelor of Science in Human Development effective Spring 2019 and the proposal be forwarded to the President for approval.
Whereas, Virginia Tech is committed to non-discrimination as outlined in University Policy 1025 and the Principles of Community, and

Whereas, the University Student Conduct System supports the educational mission of the university by educating students about appropriate behavior and by fostering a community in which academic success can occur, and

Whereas, the system is based on the assumption that students and groups have the capacity to assume responsibility for their own behavior and that the university has the authority to establish an internal structure for the enforcement of its policies and procedures, which students have agreed to accept by enrolling in the university, and

Whereas, student conduct sanctions may be imposed upon a student or student organization for violation of university policy, and

Whereas, sanctions are determined based on case precedent and the presence of any mitigating and/or aggravating factors;

Therefore Be It Resolved, that the *Student Code of Conduct* be amended to include the following statement on sanction enhancements for violations of the code motivated by bias to be added to the *Hokie Handbook* immediately following the *Student Code of Conduct*:

Any violation of the Virginia Tech Student Code of Conduct motivated by an individual’s age, color, disability, sex (including pregnancy), gender, gender identity, gender expression, genetic information, national origin, political affiliation, race, religion, sexual orientation, or veteran status (as stated in Virginia Tech Policy 1025) will be deemed an aggravating circumstance and will subject the student to a sanction more severe than would be imposed in the absence of such motivation. This sanction enhancement will not apply in cases in which protected classes are specifically addressed within the language of the policy, such as Gender-Based violence or Gender-Based Stalking.
Dear April,

Here are GSA’s official comments on these CSA Resolutions, as per our discussion during the March 21st General Assembly Meeting:

Weapons Resolution
“The implication of expanding the ban to include leased property would require examining existing leases and we are concerned if due diligence has taken this into consideration.”

Bias Enhancement Resolution:
“Due to the complexity of the resolution up for comment, the lack of resources available on the subject at hand, and due to the lack of time to address it, we would like to draw attention to the circumstances surrounding our inability to make an informed comment.”

Thank you,

Samantha Fried
President of the Graduate Student Assembly of Virginia Tech
Whereas, the University Student Conduct System “plays a key role in educating students, faculty, staff, and other stakeholders about community expectations and values,” and

Whereas, “the mission of Student Conduct at Virginia Tech is to partner with Virginia Tech community members to address a student’s conduct inconsistent with university expectations,” and

Whereas, the University Student Conduct System strives to ensure a safe and civil learning environment, and

Whereas, the University Policy 5616, the Campus and Workplace Violence Prevention Policy, outlines prohibitions on “carrying, maintaining, or storing a firearm, ammunition, or weapon on any university facility,” and

Whereas, the current weapons policy in the Student Code of Conduct in the Hokie Handbook does not adequately reflect prohibitions on the storage of ammunition on all university facilities, as defined in Policy 5616, and

Whereas, the current “Expanded Weapons section” in the Hokie Handbook duplicates some, but not all, information in University Policy 5616;

Therefore Be It Resolved, that the Student Code of Conduct – Weapons policy be revised as follows:

1. Revise the current weapons policy to make it better align with University Policy 5616, the Campus and Workplace Violence Prevention Policy (Please see Attachment 1.).
2. Delete the “Expanded Weapons” section in the *Hokie Handbook* and instead link to University Policy 5616 in order to avoid conflicting or duplicative information. (Please see attachment 2).
**CURRENT POLICY (pg 19.)**

Weapons: Unauthorized possession, storage, or control of firearms, weapons, on university property, including storing weapons in vehicles on campus as well as in the residence halls. Furthermore, ammunition cannot be stored in any residence hall on campus. (Note: Virginia Tech Corps of Cadets weapons are governed by the Virginia Administrative Codes. Please refer to 8VAC105-20.) Refer to the expanded Weapons section for additional information.

**Expanded Weapons Section (pg. 34-35)**

Unauthorized possession, storage, or control of firearms or weapons on university property, including storing weapons in vehicles on campus as well as in the residence halls. Furthermore, ammunition cannot be stored in any residence halls on campus. (Note: Virginia Tech Corps of Cadets weapons are governed by the Virginia Administrative Codes. Please refer to 8VAC105-20.)

Firearms: defined as any gun, rifle, pistol, or handgun designed to fire any projectile, including but not limited to bullets, pellets or shots, regardless of the propellant used.

Ammunition: defined as any material intended for use in a firearm, capable of being projected by a weapon and/or makes the weapon operational.

Other weapons: defined as any instrument of combat or any object not designed as an instrument of combat but carried for the purpose of inflicting or threatening bodily injury. Examples include but are not limited to knives with blades longer than four inches, razors, metal knuckles, blackjacks, hatchets, bows and arrows, nun chukkas, foils, stun weapons, or any explosive or incendiary device. Possession of realistic replicas of weapons on campus is prohibited.

Stun weapons: defined as any device that emits a momentary or pulsed output, which is electrical, audible, optical, or electromagnetic in nature and which is designed to temporarily incapacitate a person. Students who store weapons in residence hall rooms, who brandish weapons or who use a weapon in a reckless manner may face disciplinary action, which may include suspension or dismissal from the university. Students who store ammunition in the residence halls will face disciplinary action. Exceptions to possessing weapons may be made in the case of university functions or activities and for educational exhibitions or displays. Exceptions must be approved by the Vice President for Administrative Services in consultation with appropriate university offices. This policy does not prohibit the possession of firearms by persons, such as law enforcement officers, who are authorized by law to do so in the performance of their duties.

A weapons storage program is available.

The storage program applies to the weapon and ammunition. Ammunition that will not be stored includes Air Soft projectiles, Nerf gun projectiles, and CO2 Cartridges. Interested persons should contact the Virginia Tech Police (Southgate Center, 540-231-6411.)

Weapons are further governed by Virginia Polytechnic Institute and State University Policy and Procedures No. 5616.
PROPOSED POLICY REVISION (pg. 19)

Weapons: Unauthorized possession, storage, use, or control of firearms, ammunition, or weapons, on university property, facilities, which include any location, either permanent or temporary, owned or leased by Virginia Tech, and includes satellite campuses and offices. This includes, but is not limited to, the buildings, grounds, and the surrounding perimeters, including the parking lots, field locations, classrooms, alternate work or class locations, and university owned or leased vehicles, including storing weapons in vehicles on campus as well as in the residence halls. Furthermore, ammunition cannot be stored in any residence halls on campus. (Note: Virginia Tech Corps of Cadets weapons are governed by the Virginia Administrative Codes. Please refer to 8VAC105-20.) Refer to the expanded Weapons section for additional information. University Policy 5616 for additional information.

Expanded Weapons Section (pg. 34-35)

Unauthorized possession, storage, or control of firearms or weapons on university property, including storing weapons in vehicles on campus as well as in the residence halls. Furthermore, ammunition cannot be stored in any residence halls on campus. (Note: Virginia Tech Corps of Cadets weapons are governed by the Virginia Administrative Codes. Please refer to 8VAC105-20.)

Firearms: defined as any gun, rifle, pistol, or handgun designed to fire any projectile, including but not limited to bullets, pellets or shots, regardless of the propellant used.

Ammunition: defined as any material intended for use in a firearm, capable of being projected by a weapon and/or makes the weapon operational.

Other weapons: defined as any instrument of combat or any object not designed as an instrument of combat but carried for the purpose of inflicting or threatening bodily injury. Examples include but are not limited to knives with blades longer than four inches, razors, metal knuckles, blackjacks, hatchets, bows and arrows, nun chukkas, foils, stun weapons, or any explosive or incendiary device. Possession of realistic replicas of weapons on campus is prohibited.

Stun weapons: defined as any device that emits a momentary or pulsed output, which is electrical, audible, optical, or electromagnetic in nature and which is designed to temporarily incapacitate a person. Students who store weapons in residence hall rooms, who brandish weapons or who use a weapon in a reckless manner may face disciplinary action, which may include suspension or dismissal from the university. Students who store ammunition in the residence halls will face disciplinary action. Exceptions to possessing weapons may be made in the case of university functions or activities and for educational exhibitions or displays. Exceptions must be approved by the Vice President for Administrative Services in consultation with appropriate university offices. This policy does not prohibit the possession of firearms by persons, such as law enforcement officers, who are authorized by law to do so in the performance of their duties.

A weapons storage program is available.

The storage program applies to the weapon and ammunition. Ammunition that will not be stored includes Air Soft projectiles, Nerf gun projectiles, and CO2 Cartridges. Interested persons should contact the Virginia Tech Police (Southgate Center, 540-231-6411.)

Weapons are further governed by Virginia Polytechnic Institute and State University Policy and
Weapons: Unauthorized possession, use, or storage of firearms, ammunition, or weapons on university facilities, which include any location, either permanent or temporary, owned or leased by Virginia Tech, and includes satellite campuses and offices. This includes, but is not limited to, the buildings, grounds, and the surrounding perimeters, including the parking lots, field locations, classrooms, alternate work or class locations, and university owned or leased vehicles. (Note: Virginia Tech Corps of Cadets weapons are governed by the Virginia Administrative Codes. Please refer to 8VAC105-20.) Refer to University Policy 5616 for additional information.
1.0 Purpose

It is the intent of Virginia Polytechnic Institute and State University to provide a safe and secure environment for university employees, students, and visitors by establishing preventative measures and providing assistance and support to victims. This policy specifically addresses the university's position on the prevention, reduction, and management of violence to provide a safe working and learning environment for our students, employees, and visitors at all university owned, controlled, or leased properties, including satellite locations. In implementing this policy, the university is guided by the Commonwealth of Virginia’s Policy 1.80 Workplace Violence and Policy 2.30 Workplace Harassment. In accordance with Section 23.1-805 of the Code of Virginia, this policy addresses the requirements that each public college or university shall have in place policies and procedures for the prevention of violence on campus, including assessment and intervention with individuals whose behavior poses a threat to the safety of the campus community.

The conduct of students is covered, in depth, by the Student Code of Conduct and University Policies for Student Life contained in the Hokie Handbook (http://www.hokiehandbook.vt.edu/). The Division of Student Affairs, Student Conduct Office is responsible for implementation. Nothing in this policy amends the University Policies for Student Life or the Student Code of Conduct.

2.0 Policy

Virginia Tech does not tolerate acts of violence committed by or against employees, students, contractual workers, temporary employment agency workers, volunteers, visitors, or other third parties on university owned, controlled, or leased properties, or while conducting university business at any location, including representing the university at conferences or off-site meetings, or riding in university owned or leased vehicles.

This policy applies to the personal conduct of an employee while functioning in the course and scope of employment, whether on or off-campus, and to any off-duty violent conduct that adversely impacts a university employee’s ability to perform his or her assigned duties and responsibilities. The personal conduct of students involving violations occurring off university property will be addressed under the Student Code of Conduct and University Policies for Student Life (contained in the Hokie Handbook) if university officials decide that university interests are involved. Student employees, including graduate students with assistantships, may also be covered under relevant employee policies.
It is intended that useful management strategies be employed to identify and prevent incidents of workplace and campus violence, reduce the effects of violence on victims, and provide consequences to those who threaten or perpetrate violence. University managers, employees, and students should report indications of possible hostile behavior, and are not to be subjected to acts of retaliation for reporting threatening behavior. The university will use available resources such as the Employee Assistance Program (refer to Policy 4345 Employee Assistance Program, http://www.policies.vt.edu/4345.pdf), law enforcement offices, the university’s Women’s Center, relevant offices within the Division of Student Affairs, and applicable human resources and student programs and policies in responding to alleged acts of violence.

In addition, the university’s department of Human Resources provides a conflict resolution program to assist in diffusing tensions and resolving interpersonal disputes through collaborative problem solving before disputes reach a level at which violence may erupt.

Policy 5615: University Safety and Security Policy (http://www.policies.vt.edu/5615.pdf) provides an overview of existing university safety and security policies and programs that demonstrate compliance with Sections 23.1-803 through 805 of the Code of Virginia and the Higher Education Act of 1965 as amended. The policy describes the authorities and responsibilities to carry out programs and operations that promote safety and security of individuals and property and establishes an operational committee for coordination and oversight of university safety and security policies and procedures. The policy also defines the specific responsibilities of the Virginia Tech Police Department (VTPD) and other university offices with responsibilities for campus safety and security, including compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

2.1 Prohibited Conduct and Sanctions

Violence includes, but is not limited to, intimidation, threats, physical attack, sexual assault, domestic and dating violence, stalking, or property damage, and includes acts of violence committed by or against university employees, students, contractual workers, temporary employment agency workers, customers, relatives, acquaintances, or other third parties on university facilities.

Prohibited conduct includes, but is not limited to:

- Intentionally injuring another person physically;
- Engaging in verbal or physical behavior that creates a reasonable fear of injury to an identifiable person;
- Intentionally engaging in verbal or physical behavior that subjects an identifiable individual to extreme emotional distress;
- Engaging in threatening or violent behavior based on race, ethnicity, gender, sexual orientation, or other protected status;
- Defacing or damaging property;
- Threatening to injure an individual or to damage property;
- Committing injurious or threatening acts related to sexual assault, stalking, dating or domestic violence or sexual harassment;
- Brandishing a weapon or firearm; and
- Retaliating against any individual who, in good faith, reports a violation of this policy or seeks help in addressing concerns arising under this policy.

Verbal behavior also includes use of any method of communication such as email, comments posted on websites, or other paper or electronic media.
A violation of this policy shall be considered unacceptable conduct and subject to the disciplinary actions under the appropriate faculty, staff, and student policies, up to and including dismissal.

- University staff and classified employees are subject to disciplinary action as outlined in the Commonwealth of Virginia Standards of Conduct and Performance Policy 1.60.
- University faculty members are subject to disciplinary review as outlined in the Faculty Handbook (http://provost.vt.edu/faculty_affairs/faculty_handbook.html).
- Hourly and wage employees, including adjunct faculty, are “at will” employees and may be disciplined or dismissed.
- Undergraduate and graduate students are subject to disciplinary actions as outlined in the Hokie Handbook (http://www.hokiehandbook.vt.edu/) (Student Code of Conduct and University Policies for Student Life).

Individuals who violate this policy may also be subject to arrest for trespass and/or violation of the appropriate state criminal statutes, and/or may be barred from campus.

For employees, an act of off-duty violent conduct may be grounds for disciplinary action, up to and including dismissal per applicable personnel policies.

2.2 Prohibition of Weapons and Ammunition

The university’s employees, students, and volunteers, or any visitor or other third party attending a sporting, entertainment, or educational event, or visiting an academic or administrative office building, dining facility, or residence hall, are further prohibited from carrying, maintaining, or storing a firearm, ammunition, or weapon on any university facility, even if the owner has a valid permit, when it is not required by the individual’s job, or in accordance with the relevant University Policies for Student Life. This prohibition applies to all events on campus where people congregate in any public or outdoor areas.

Any such individual who is reported or discovered to possess a firearm, ammunition, or weapon on university property will be asked to remove it immediately. Failure to comply may result in a student conduct referral and/or arrest, or an employee disciplinary action and/or arrest.

In accordance with this prohibition, students may not possess, use, or store firearms, ammunition, or weapons on university property; however, firearms and other weapons may be stored with the Virginia Tech Police Department to be checked out for use off-campus. The storage program also applies to ammunition, with the exception of paintballs, BBs, Air soft projectiles, Nerf gun projectiles, and CO2 cartridges. Organizational weapons of the Virginia Tech Corps of Cadets, approved by the Commandant, are not prohibited by this policy.

2.3 Authorized Exceptions to Prohibition on Possession of Firearms or Weapons

The following groups are exempted from this regulation:

A. Employees may possess a firearm or weapon only if the employee is:
   1. Required to possess the firearm or weapon as a part of the employee’s job duties with Virginia Tech;
   2. Using the firearm or weapon in conjunction with training received by the employee in order to perform the responsibilities of his/her job with the university;
   3. Is residing in university owned houses and are permitted to keep personal firearms on these premises; however, this exception does not extend to employees living in university residence halls;
4. A certified and sworn police officer employed by the Virginia Tech Police Department; and/or
5. Participating in a program sponsored by the Virginia Tech Police Department, wherein the firearms are provided by the Department and utilized only during supervision by the Department.

VTPD must approve all position descriptions requiring an employee to possess a weapon or firearm.

B. Students may possess and use appropriate tools, such as saws, knives, and other such implements, necessary for the performance of their job duties or school work, or for student recreational purposes approved under the Student Code of Conduct and University Policies for Student Life in the Hokie Handbook (http://www.hokiehandbook.vt.edu/) or while participating in a program sponsored by the Virginia Tech Police Department wherein the firearms are provided by the Department and utilized only during supervision by the Department.

C. Sworn and certified local, state or federal law enforcement officers who carry proper identification.

D. Individuals participating in sanctioned classes, athletics, or recreational sports practices, games/matches/tournaments, or events on campus which require the use of such items, may possess and use implements otherwise categorized as weapons (i.e. archery, starter pistols, etc.) if previously approved in writing by the Chief of the Virginia Tech Police Department or designee. Requests should be submitted no later than seven days in advance of the event and should contain sufficient detail to fully describe the purpose and use of the weapon(s), the time period during which the weapon(s) will be on university property or at a sponsored event, and where and for how long the weapon(s) will be stored.

E. Contractors and others on campus whose duties require possession and use of construction equipment, including but not limited to pneumatic nail guns, may possess and use such equipment only in performance of their job duties through a valid contractual or legal relationship with Virginia Tech.

2.4 Prevention, Risk Assessment, and Response

As part of a larger and institution-wide commitment to a safe campus and workplace environment, the university is committed to the development of preventative measures, including the campus and workplace violence prevention committee, the threat assessment team, security planning for at-risk individuals, pre-employment screening, as well as efforts to increase awareness of conflict resolution, employee assistance programs, student services, and other outreach and educational initiatives to increase employee and student awareness.

The Chief of the Virginia Tech Police Department, or designee, chairs the Campus and Workplace Violence Prevention Committee which is appointed by the President Senior Vice President for Operations & Administration and reports to the University Safety and Security Policy Committee. The Campus and Workplace Violence Prevention Committee mission is to support the university's mission of providing a safe and secure environment through collaboration with our partners. In addition to the responsibilities outlined by the Code of Virginia, the committee will also be responsible for:

- Recommending and promoting employee and student awareness and training programs on campus and workplace violence;
- Reviewing periodic summary reports from Student Affairs, Police, Human Resources, and other offices regarding violence prevention programs; and
2.4.1 Threat Assessment Team (TAT)

The President is responsible for appointing a Threat Assessment Team and its chair in accordance with 23.1-805 Code of Virginia (see President’s Policy Memorandum #251). The team reports to the University Safety and Security Policy Committee and includes representatives from the Virginia Tech Police Department, Academic Affairs, Student Affairs, and Human Resources, and a clinical psychologist from the university’s Counseling Center. Legal Counsel serves as an advisor to the Threat Assessment Team. The team is charged with using its judgment to assess, intervene, and follow policies for individuals whose behaviors may present a threat to the safety of the campus community as appropriate; working with enforcement and mental health agencies to expedite assessment and intervention; and developing comprehensive fact-based assessments of students, employees, or other individuals who may present a threat to the university. The TAT is empowered to take timely and appropriate action, consistent with the judgment of the team, university policy and applicable law.

2.5 Identifying and Reporting Risks

All individuals are encouraged to be alert to the possibility of violence on the part of employees, former employees, students, customers, and strangers. Employees and students shall place safety as their highest concern, and shall report all acts of violence and threats of violence. All reports of violence will be handled in a confidential manner, with information released only on a need-to-know basis within the campus community and in accordance with federal and state laws and regulations. Management shall be sensitive and responsive to the potential for fear of reprisal by employees or students who report threats or acts of violence. This policy prohibits retaliation against any person who, in good faith, reports a violation of this policy. Every effort will be made to protect the safety and anonymity of anyone who comes forward with concerns about a threat or act of violence.

2.6 Responsibilities

Administrators, faculty members, staff members, and students should take any threat or violent act seriously and report acts of violence or threats to the appropriate authorities as set forth in this policy.

Department heads, directors, and supervisors are also responsible for communicating the policy to all employees under their supervision, overseeing facility safety, identifying and providing violence prevention training to employees as appropriate, and ensuring that all employees are aware of how to report potential threats.

The Virginia Tech Police Department will coordinate all university action in case of a violent incident on campus or in the workplace, and investigate threats or incidents of violence. Only the Virginia Tech Police or other law enforcement agencies should attempt to apprehend the alleged offender. As appropriate, the Virginia Tech Police Department will apprise the Threat Assessment Team.

Human Resources will coordinate employee-related preventive measures, including conducting criminal conviction checks in accordance with university policy, providing awareness programs to new employees, coordinating referrals to the employee assistance program, advising employees and managers, making referrals to the Threat Assessment Team and providing case management, providing conflict resolution services, and coordinating with other university and community resources to support victims of violence.
Student Affairs will coordinate student-related preventive measures including training for professionals, student employees (e.g. Resident Advisors), and students through the on-call process and through other education and training methods. The Student Conduct Office is responsible for responding to and adjudicating violations of the University Policies for Student Life. The Dean of Students Office staff will coordinate and convene the Care Team, the goal of which is to coordinate support services and administrative response to crises involving students, make referrals to the Threat Assessment Team, and provide case management.

The Office of Emergency Management (OEM) will develop and coordinate the university’s emergency response plan, advise departments on the development of unit plans, provide templates to support the development of departmental plans, and coordinate emergency preparedness training for university administrators and departments in partnership with Student Affairs, University Relations, Virginia Tech Police, Environmental Health and Safety, Human Resources, and other offices.

The VT Women’s Center will respond to requests for assistance from staff, student, and faculty victims of violence, or threats of violence, by providing counseling, advocacy, safety planning, and other support as needed to victims of sexual assault, rape, dating or domestic violence, or other forms of campus or workplace violence. The Center will coordinate services with on- and off-campus partners such as the VT Police Department and other law enforcement agencies, the court system, the on-campus student conduct process, medical and hospital services, and shelter services.

3.0 Procedures

3.1 Reporting Incidents

Any individual who believes there is an immediate danger to the health or safety of any member of the university community should call the Virginia Tech Police immediately.

The university’s Threat Assessment and Management website (http://www.threatassessment.vt.edu) describes indicators of potential concern and identifies resources. Individuals should call the Virginia Tech Police (540-382-4343) to notify the Threat Assessment Team about a concerning behavior or situation observed.

EMERGENCIES OR PERSONS OF CONCERN: Students, faculty, staff, and visitors may report emergencies, criminal actions and suspicious behavior to the Virginia Tech Police by dialing 911 from any cellular phone, campus phone or by activating the blue emergency phones located on campus. The caller should describe the nature of the emergency to the dispatcher and provide as much detailed location information as possible (Virginia Tech campus, building or parking lot name or address, room number, etc.). All non-emergency calls to the Virginia Tech Police should also be directed to (540) 382-4343.

Virginia Tech personnel who work at off-campus sites should inquire with local officials about the proper procedures for requesting emergency assistance, including the use of cellular phones. Most Virginia locations use “911” for emergency calls. However, use of cellular phones at off-campus sites to request emergency assistance may involve delays depending on how the call is routed.

CRIMES: Virginia Tech encourages the community to report all possible crimes to the Virginia Tech Police Department at 911 for emergencies, and (540) 382-4343 for non-emergencies. Certain crimes may be reported online
Voluntary confidential and/or anonymous reporting is available at http://police.vt.edu/anonymous.html.

DISTRESSED EMPLOYEES: Concerns about the behavior or statements made by Virginia Tech employees including teaching and research faculty employees, administrative or professional employees, classified and university employees and wage employees may be reported to Human Resources at (540) 231-9331. Matters needing immediate attention should be directed to the VT Police Department at (540) 382-4343.

DISTRESSED STUDENTS: The Dean of Students Office takes reports of students who may be in distress. The Dean of Students reporting system allows faculty members and critical staff members identified by department heads to submit information about a student whose exhibited behaviors or statements may be of concern (in or outside of the classroom). Contact may be made by phone (540-231-3787) or the reporting system available within the Hokie SPA/Faculty Access menu. Matters needing immediate attention should be directed to the VT Police Department at (540) 382-4343.

WORKPLACE ACCIDENTS AND INJURIES: An injured employee is required to immediately report an accident or illness to the direct supervisor. Upon the employee's notification of the injury to the departmental supervisor, the department is required to offer the employee a Workers Compensation Panel of Physicians. Those employees needing immediate medical treatment for serious injuries may visit the Emergency Room and should report the injury as Workers' Compensation at the time treatment is received. Once an employee reports a job-related injury, the supervisor must immediately file the Employer's Accident Report, Form VWC No. 3 with Human Resources within 24 hours of the date/time of the injury (see https://www.hr.vt.edu/benefits/health/workers-compensation.html for procedures and contact information).

OTHER RESOURCES FOR REPORTING:

Stop Abuse: Individuals may contact Stop Abuse at the Virginia Tech’s Women’s Center (540) 231-7806 regarding concerns about sexual assault, relationship violence, stalking, cyberstalking/online harassment, and sexual harassment. If help or support is needed after 5 pm during the week or on the weekend, the Women's Resource Center of the New River Valley's 24-hour hotline at (540) 639-1123 should be used.

Detailed procedures are included in the policies referenced in the body of this policy, the additional related policies included in section 5.0 References, and on the websites of the university offices engaged in supporting campus safety and security.

General questions about the Campus and Workplace Violence Prevention Policy should be directed to the Virginia Tech Police Department. Questions about specific issues may also be directed to:

- Human Resources (540) 231-9331
- University Legal Counsel (540) 231-6293
- Virginia Tech Police (540) 382-4343
- Virginia Tech Women’s Center (540) 231-7806
- Student Conduct Office (540) 231-3790
- Dean of Students Office (540) 231-3787
- Cook Counseling Center (540) 231-6557
- Occupational Safety Division - Environmental Health and Safety (540) 231-5985
3.2 Emergency Communications

University Policy 5615, University Safety and Security (http://www.policies.vt.edu/5615.pdf) describes the university’s emergency communications process. In accordance with the Higher Education Act of 1965 as amended and Section 23.1-803 of the Code of Virginia, the university has implemented a comprehensive communications system to provide prompt warning notifications and alerts of emergencies or threats to the campus community using a variety of methods, including but not limited to: email notices; phone, cellular phone, and text messages; classroom electronic message signs; posters; university website notices; campus loud speakers and desktop alerts.

3.3 Support for Victims of Violence

The university shall make efforts to provide a campus and workplace free from violence and to protect and support victims and those threatened or exposed to acts or threats of workplace violence by offering security measures and identifying appropriate resources for providing support and assistance. Victims may also need special accommodations or adjustments to their work or class schedule, location or working conditions in order to enhance their safety. The university shall accommodate these requests and needs whenever possible and appropriate.

3.4 Security Planning for Potentially At-Risk Employees and Students

Some employees can be at risk for violence/hostility because of the nature of their jobs. Other employees or students can be at risk because they are subject to violence, threats, or harassment from a current or former spouse or partner, or other non-employee. The Virginia Tech Police Department, Human Resources, the Women’s Center, and other offices will work with students and employees who are identified as at-risk, and their supervisors, to develop safety plans that address the specific risks they face.

3.5 Pre-employment Screening and Criminal Conviction Checks

Human Resources administers the university’s Policy 4060: Conviction and Driving Record Investigation and will work with hiring managers to ensure that criminal conviction checks are conducted in accordance with the policy. Hiring managers are responsible for conducting pre-employment reference checks and advising Human Resources when potential problems are identified.

4.0 Definitions

Ammunition is defined as any material intended for use in a firearm, capable of being projected by a weapon and/or that makes the weapon operational.

An at-risk individual is defined as an employee, student, or other person who is a potential target or victim of violence or a threat to self or others.

Assault is committed when one person 1) tries to or does physically strike another, or 2) acts in a threatening manner to put another in fear of immediate harm. Aggravated assault is defined as a completed or attempted attack with a weapon and an attack without a weapon in which the victim is seriously injured.

Campus is defined as any location, either permanent or temporary, owned or leased by Virginia Tech. This includes, but is not limited to, the buildings, grounds, and the surrounding perimeters, including the parking lots, field locations, classrooms, residence halls, alternate work or class locations.

A credible threat of violence is defined as a knowing and willful statement, action, or course of conduct that would cause a reasonable person to believe that he or she is under threat of death or serious bodily injury. A course of conduct is any series of acts over a period of time, however short, that evidences a continuity of purpose, such as
following or stalking an individual to or from the workplace/campus, telephone calls to the employee or student, and correspondence with the employee or student, whether by public or private mail, e-mail, interoffice mail, or fax.

**Employee**, for purposes of this policy, is defined as any salaried or wage faculty or staff member, graduate students paid on assistantships, and student workers.

**Firearms** are defined as any gun, rifle, pistol, or handgun designed to expel or discharge any projectile including but not limited to bullets, BBs, pellets, or shots, including paint balls, regardless of the propellant used.

**Intimidation** is engaging in actions that include, but are not limited to, stalking or behavior intended to frighten, coerce, or induce duress.

**Physical Attack** is unwanted or hostile physical contact such as hitting, fighting, pushing, shoving or throwing objects.

**Property Damage** is intentional damage to property and includes property owned or leased by the university, employees, students, volunteers, visitors or vendors.

**Satellite Campus or Offices**: A location of the university that is geographically apart and independent from the main Blacksburg campus.

**Sexual assault** is defined as any forcible sexual activity that occurs without the consent of the victim. It includes, but is not limited to, unwanted kissing and fondling, forcible vaginal, oral, or anal intercourse, and forcible penetration with an object or finger. Consent is an agreement reached without force, coercion, or intimidation between persons. Forcible sexual activity occurs when consent is not reached or when the victim is mentally incapacitated or physically helpless.

**Stalking** is defined as repeatedly contacting another person when the contact is unwanted. Additionally, the conduct may cause the other person reasonable apprehension of imminent physical harm or cause substantial impairment of the other person’s ability to perform the activities of daily life. Contact includes but is not limited to communicating with (either in person, by phone or computer) or remaining in the physical presence of the other person.

**Student** is defined as any individual who has accepted an offer of admission as an undergraduate, graduate, or professional student and who has not yet graduated or officially transferred to another institution.

**Student employee** is defined as any work-study student, student wage employee, or graduate student paid on an assistantship on the university payroll.

**Third Parties** are individuals who are not state employees or students, such as relatives, acquaintances, contractual workers, vendors, visitors, volunteers, customers, clients, or strangers.

**Threat** is the expression of intent to cause physical or mental harm. An expression constitutes a threat without regard to whether the party communicating the threat has the present ability to carry it out, and without regard to whether the expression is contingent, conditional, or future.

**University facilities** are any location, either permanent or temporary, owned or leased by Virginia Tech, and includes satellite campuses and offices. This includes, but is not limited to, the buildings, grounds, and the surrounding perimeters, including the parking lots, field locations, classrooms, alternate work or class locations, and university owned or leased vehicles.
**Victim** is defined as an individual who has experienced or witnessed an act or acts of violence or threats of violence as outlined in this policy.

**Violence** is defined as any physical assault, threatening behavior, or verbal abuse occurring on university facilities or campuses (see definitions) committed by employees, students, clients, customers, relatives, acquaintances or strangers, but does not include lawful acts of self-defense or the defense of others. Violence includes, but is not limited to, physical attack, beating, stabbing, suicide or attempted suicide, shooting, rape, domestic violence, property damage, threats, obscene phone calls, intimidating presence, and harassment of any nature such as stalking, shouting or swearing.

**Weapons** are defined as any instrument of combat, or any object not designed as an instrument of combat but carried for the purpose of inflicting or threatening bodily injury. Examples include but are not limited to firearms, knives with fixed blades or pocket knives with blades longer than four inches, razors, metal knuckles, blackjacks, hatchets, bows and arrows, nun chahkas, foils, stun weapons, or any explosive or incendiary device. Stun weapon is defined as any device that emits a momentary or pulsed output which is electrical, audible, optical or electromagnetic in nature and which is designed to temporarily incapacitate a person.

**Workplace** is any location, either permanent or temporary, where an employee performs any work-related duty. This includes, but is not limited to, the buildings and the surrounding perimeters, including the parking lots, field locations, classrooms, alternate work locations, and travel to and from work assignments. It further includes university owned or leased vehicles.

### 5.0 References

Virginia Tech Employee Handbooks
[https://www.hr.vt.edu/resources/current-employees/policies-handbooks.html](https://www.hr.vt.edu/resources/current-employees/policies-handbooks.html)

Faculty Handbook

Hokie Handbook: Student Code of Conduct and University Policies for Student Life

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

Department of Human Resource Management Policy 1.80 Workplace Violence

Department of Human Resource Management Policy 2.30 Workplace Harassment

University Policy 1025, Policy on Harassment, Discrimination, and Sexual Assault
[http://www.policies.vt.edu/1025.pdf](http://www.policies.vt.edu/1025.pdf)

University Policy 4060, Conviction and Driving Record Investigation for Employment
[http://www.policies.vt.edu/4060.pdf](http://www.policies.vt.edu/4060.pdf)
University Policy 4345, Employee Assistance Program  
http://www.policies.vt.edu/4345.pdf

University Policy 5615, University Safety and Security  
http://www.policies.vt.edu/5615.pdf

University Policy 8300, University Policies for Student Life  
http://www.policies.vt.edu/8300.pdf

Section 23.1, Chapter 8 of the Code of Virginia  
https://law.lis.virginia.gov/vacode/title23.1/chapter8/

6.0 Approval and Revisions
Approved by the Board of Visitors on June 13, 2005, contingent upon review by the Office of the Attorney General.

- Revision 1
  Section 2.2 revised on recommendation and approval of the Office of the Attorney General, August 23, 2005.

- Revision 2
  - Section 2.2: Prohibition of Weapons was revised to include dining facilities.
  - Section 2.4 included the statement that the committee would be appointed by the President, and the name of the committee was changed.
  - The new section 2.4.1 was added to include the appointment of a Threat Assessment Team.
  - Responsibilities of the new Office of Emergency Management were added in section 2.6.
  
  Approved March 19, 2008 by Sherwood G. Wilson, Vice President for Administrative Services.

- Revision 3
  - Section 1.0: Added reference to Section 23-9.2:10 of the Code of Virginia.
  - Section 2.0: Added references to Policy 4315 Employee Assistance Program and Policy 5615 University Safety and Security.
  - Section 2.4: Removed “risk assessment” from the title of the Campus and Workplace Violence Prevention Committee in accordance with the Safety and Security Committee Structure approved by the Board of Visitors on November 9, 2009. Other changes include clarification of the violence prevention committee’s specific responsibilities to be consistent with the approved committee structure.
  - Section 2.4.1: Clarified the role of the Threat Assessment Team in accordance with the approved Safety and Security Committee structure.
  - Section 3.1: Expanded reporting procedures, including procedures for satellite campus and offices.
  - Section 3.2: Added section on emergency communications
  - Section 4.0: Added definitions for “ammunition” and “satellite campus and offices”; updated the definitions for “violence” and “weapons”
  
  Approved December 13, 2010 by Vice President for Administrative Services, Sherwood G. Wilson.

- Revision 4
  Section 2.2: Added the following sentence to the first paragraph: “This prohibition applies to all events on campus where people congregate in any public or outdoor areas.”
Approved June 12, 2011 by Charles W. Steger, President.

- Revision 5
  Section 2.3: Updated and replaced entire section.
  Approved August 21, 2011 by Charles W. Steger, President.

- Revision 6
  Section 2.3: Technical correction to clarify that sworn and certified local, state or federal law enforcement officers who carry proper identification are exempt from the prohibition on possession of firearms and weapons.
  Approved June 25, 2012 by Charles W. Steger, President.

- Revision 7
  Section 2.3: Added exception to weapons prohibition for individuals using implement as part of an approved sporting event.
  Approved October 3, 2012 by Charles W. Steger, President.

- Revision 8
  Technical updates to contact information, references, and website links throughout document.
  Approved February 17, 2017 by Timothy D. Sands, President.

- Revision 9
  - Section 2.2: Clarified prohibition of weapons includes prohibition on storage of ammunition on campus.
    Technical updates to hyperlinks throughout document.
  - Added paragraph about prohibition of possession, use, or storage of firearms, ammunition or weapons by students in accordance with the resolution passed by the Board of Visitors on March 22, 2010.
  Approved February 12, 2018 by the University Safety & Security Policy Committee
  Approved February 12, 2018 by Timothy D. Sands, President.

- Revision 10
  - Updates to Campus Workplace and Violence Prevention Committee charge and membership to ensure consistency with Code of Virginia and various campus department responsibilities.
  - Section 2.2: Technical updates to language to ensure consistency in paragraphs.
  - Added reference to Presidential Policy Memorandum #251 regarding the Threat Assessment Team.
  Approved March 11, 2019 by the Safety and Security Policy Committee.
  Approved March 11, 2019 by the President, Timothy D. Sands.
Dear April,

Here are GSA’s official comments on these CSA Resolutions, as per our discussion during the March 21st General Assembly Meeting:

Weapons Resolution
“The implication of expanding the ban to include leased property would require examining existing leases and we are concerned if due diligence has taken this into consideration.”

Bias Enhancement Resolution:
“Due to the complexity of the resolution up for comment, the lack of resources available on the subject at hand, and due to the lack of time to address it, we would like to draw attention to the circumstances surrounding our inability to make an informed comment.”

Thank you,

Samantha Fried
President of the Graduate Student Assembly of Virginia Tech
WHEREAS, a significant number of faculty members in the Department of Religion and Culture have international reputations, active research agendas, outreach activities, and teaching responsibilities in the field of humanities for public service; and

WHEREAS, Humanities for Public Service has been an Option under the Bachelor of Arts Degree, Major in Religion and Culture, and the new major incorporates required courses of the Humanities for Public Service option, while maintaining a robust curriculum within the Religion and Culture degree; and

WHEREAS, the change from an Option to a Major enables the Department of Religion and Culture to more clearly reflect one of its principal areas of study and better align the program with similar programs at other institutions; and

WHEREAS, the Major in Humanities for Public Service will provide better visibility for the program and will provide support to the enrollment management of incoming freshmen and transfer students into the College of Liberal Arts and Human Sciences; and

WHEREAS, the Major in Humanities for Public Service prepares students for a wide range of careers or advanced degree studies, the new Major can be readily promoted to potential employers and graduate schools and make it easier for students to market themselves; and

WHEREAS, the Major in Humanities for Public Service will provide for more curricular flexibility and specialization within the Department of Religion and Culture, as well as participation in cross-disciplinary curricular initiatives across the university;

THEREFORE, LET IT BE RESOLVED that the Major in Humanities for Public Service be approved for addition to the Bachelor of Arts in Religion and Culture effective Fall 2019 and the proposal forwarded through University governance and to the President for approval.
WHEREAS, polymer chemistry has attracted both long-standing and resurgent recognition among the academic and research communities of science, technology, engineering and mathematics (STEM) as a vitally important and thriving interdisciplinary field; and

WHEREAS, polymer chemistry is an increasingly important aspect of materials science as demonstrated by multiple major international conferences each year and steady increases in Federal research resources (for example, from the National Science Foundation, the National Institutes of Health, and the US Departments of Energy, Defense, and Agriculture) directed to colleges and universities; and

WHEREAS, polymer science is a large and increasing sector of American research and development, providing new materials for water purification, drug delivery, renewable energy, electronic devices, textiles and fire retardants, built environments, paints and coatings, packaging and adhesives, as well as pipe and plastic parts including 3D-printed objects; and

WHEREAS, polymer chemistry is a cornerstone activity of the Virginia Tech Macromolecules Innovation Institute (MII), an academic research enterprise comprising seventy faculty members spanning thirteen academic departments as well as Institute for Critical Technology and Applied Science (ICTAS), the Virginia College of Osteopathic Medicine (VCOM), and the Fralin Biomedical Research Institute, and

WHEREAS, the Chemistry Department in particular has established a premium international reputation in the area of polymer chemistry; and

WHEREAS, the creation of the Major in Polymer Chemistry will establish an additional educational path for students in the Bachelor of Science in Chemistry who desire a focused program in an important application area that will prepare them well for employment in the private sector (from the many small startups to giants like ExxonMobil, DuPont, 3M, BASF, Dow, and Lyondell), for employment in government agencies, and for graduate study in polymer chemistry and allied fields; and
WHEREAS, 50% of all chemists will work in polymer science in some capacity during their careers (American Chemical Society, College to Career 2019); and

WHEREAS, only two universities in the Eastern United States (none within the Great Commonwealth of Virginia) presently offer undergraduate majors in polymer chemistry;

THEREFORE, LET IT BE RESOLVED that the Major in Polymer Chemistry be approved for addition to the Bachelor of Science in Chemistry effective Fall 2019 and the proposal be forwarded to the President for approval.
WHEREAS, medicinal chemistry has attracted significant recognition among the academic and research communities of science, technology, engineering and mathematics (STEM) as a vitally important and thriving interdisciplinary field; and

WHEREAS, medicinal chemistry is an increasingly important aspect of health sciences as demonstrated by multiple major international conferences each year and steady increases in Federal research resources (for example, from the National Science Foundation and the National Institutes of Health) directed to colleges and universities; and

WHEREAS, drug discovery (in which medicinal chemistry plays a central role), is a large and rapidly increasing sector of American research and development, with total domestic R&D expenditures exceeding $70 billion (2017 data) and rapidly growing by approximately $5 billion annually since 2013, providing new substances for the diagnosis and treatment of the entire spectrum of human disease; and

WHEREAS, medicinal chemistry is a cornerstone activity of the Virginia Tech Center for Drug Discovery (VTCDD), an academic research enterprise comprising over 50 faculty members spanning thirteen academic departments as well as the Biocomplexity Institute, the Virginia College of Osteopathic Medicine, and the Fralin Biomedical Research Institute; and

WHEREAS, the Chemistry Department in particular has established a premium international reputation in the area of medicinal chemistry and drug discovery; and

WHEREAS, the creation of the Major in Medicinal Chemistry will establish an additional educational path for students in the Bachelor of Science in Chemistry who desire a program that spans both physical sciences and health sciences and that will prepare them well for employment in the private sector (from the many small startups to giants like Pfizer and Merck), for employment in government agencies, and for graduate study in medicinal chemistry and allied fields; and
WHEREAS, only five universities in the Eastern United States and Canada (none within the Great Commonwealth of Virginia) presently offer undergraduate majors in medicinal chemistry;

THEREFORE, LET IT BE RESOLVED that the Major in Medicinal Chemistry be approved for addition to the Bachelor of Science in Chemistry effective Fall 2019 and the proposal be forwarded to the President for approval.
Resolution to Discontinue Bachelor of Science Degree in Engineering Science and Mechanics

WHEREAS, the Bachelor of Science in Engineering Mechanics was established in 1958, then was renamed the Bachelor of Science in Engineering Science and Mechanics in 1972; and

WHEREAS, the degree has graduated 204 students over the past 5 years, with enrollments declining 23% from 2013 to 2018, while the College of Engineering enrollment rose 12% for the same time period; and

WHEREAS, the University is committed to growth in undergraduate student enrollments and the College of Engineering seeks to support this growth through increases in its undergraduate student enrollment across all degree programs; and

WHEREAS, the Department of Biomedical Engineering and Mechanics (BEAM) will be offering a Bachelor of Science in Biomedical Engineering available to those students interested in the biomechanics option area within the Bachelor of Science degree in Engineering Science and Mechanics; and

WHEREAS, there are significant technical and intellectual similarities between the Biomedical Engineering, Mechanical Engineering, Aerospace Engineering and Engineering Science and Mechanics disciplines; and

WHEREAS, engineering graduates are entering a workplace that continues to evolve, creating new opportunities that reflect our changing world; and

WHEREAS, there exists a large and increasing enrollment in other disciplines such as mechanical and aerospace engineering in similar and related research areas; and

WHEREAS, a teach-out plan has been developed to ensure students currently enrolled in the
Bachelor of Science may complete and be awarded the Bachelor of Science in Engineering Science and Mechanics; and

WHEREAS, current students in the Bachelor of Science in Engineering Science and Mechanics have been informed that the degree will be discontinued and they have until August 2023 to complete the degree requirements; and

WHEREAS, current students who plan to graduate in Fall 2023 or after will have the option of transitioning to mechanical, aerospace, biomedical, or any of the College of Engineering’s 14 undergraduate degree programs;

THEREFORE, BE IT RESOLVED, that the Bachelor of Science in Engineering Science and Mechanics be discontinued, effective Summer II 2023;
April 4, 2019

Members of University Council,

The Student Government Association is not in support of CUSP Resolution 2018-19.E to Discontinue Bachelor of Science Degree in Engineering Science and Mechanics. Of the students in ESM we have spoken to, there is an overwhelming desire to keep this major as a part of Virginia Tech. We don’t find that there are significant technical and intellectual similarities between the listed engineering disciplines in the 5th whereas statement. Our representatives will be in attendance at the April 8th meeting and will be happy to discuss our problems with this resolution further.

Respectfully,

Sam Felber, SGA President
Commission on Undergraduate Studies and Policies  
Resolution 2018-19F  
Resolution to Approve Transitional Plan to Facilitate the Change to Date of Entry  
Graduation Requirements

Approved by the Commission on Undergraduate Studies and Policies: April 8, 2019  
Waived Right to Comment by Faculty Senate: April 8, 2019  
Waived Right to Comment by Staff Senate: April 2, 2019  
Waived Right to Comment by Graduate Student Assembly: April 9, 2019  
Waived Right to Comment by Student Government Association: April 3, 2019  
First Reading by University Council: April 22, 2019  
Approved by the President:  
Effective Date: Academic Year 2020-2021

WHEREAS, Virginia Tech currently uses date of entry for general education requirements and date of graduation for graduation requirements; and

WHEREAS, the differentiated dates for degree requirements impede an undergraduate student’s ability to create a plan of study for a Virginia Tech degree; and

WHEREAS, the differentiated dates for degree requirements create a barrier for Virginia Community College students who plan to transfer to Virginia Tech; and

WHEREAS, the Commonwealth of Virginia and Virginia Tech are committed to increasing access for students to transfer from VCCS schools; and

WHEREAS, the differentiated dates for degree requirements inhibit a department’s ability to accurately predict needed course capacities into the future thereby creating inefficiencies in resource management; and

WHEREAS, differentiated dates for degree requirements limits our ability to leverage technology tools in essential recruiting, progression, and student success initiatives; and

WHEREAS, differentiated dates for degree requirements require students to apply manually to declare a date of graduation; and

WHEREAS, differentiated dates for degree requirements limit Virginia Tech’s capacity to use data-informed planning efforts;

THEREFORE, BE IT RESOLVED, all graduation requirements will be established based on a student’s date of entry, effective academic year 2020-2021;
BE IT FURTHER RESOLVED, When degree and major requirements change during a student’s period of enrollment, a student will be provided the option to change date of entry to pursue an updated or new major curriculum.

BE IT FURTHER RESOLVED, The University Registrar will develop a transitional plan to facilitate the change to date of entry graduation requirements for all students.
COMMISSION ON EQUAL OPPORTUNITY AND DIVERSITY
Full Membership Meeting
10:30AM, Monday, March 4th, 2019
Room B, The Graduate Life Center

PRESENT: Andrew Alston, Yolanda Avent, María del Carmen Caña Jiménez, Alicia Cohen for Menah Pratt-Clarke, Sam Cook for Mae Hey, Kimberley Homer, Deyu Hu, Lia Kelinsky-Jones for David Clubb, Chris McCullough, Tracy Newton, Kelly Oaks, Kase Poling, Anthony Scott, Kayla Smith, Elizabeth Spingola, Sue Teel for Ellen Banks (via Zoom), Christine Tysor (via Zoom), Jack Washington for Liza Morris, Bevlee Watford, Davon Woodard, Rachel Woodson. Guests: Tamara Cherry-Clarke, Ennis McCreary, Juan Pacheco

REGRETS: Menah Pratt-Clarke (with notice), Maia Greene-Havas (with notice), Nikos Harasty, Khaled Hassouna, Sarah Leftwich, John Livingston, Polly Middleton (with notice), Christa Miller (with notice), Pamela Vickers (with notice), John Gray Williams (with notice).

WELCOME AND INTRODUCTIONS
Following some technical difficulties with Zoom and room projection, Kimberley Homer welcomed everyone, and acknowledged that we are on Tutelo and Monacan land. Those present introduced themselves, and Zoom participants struggled to hear. (Improvements are planned for the April 1 meeting.) We welcome new commissioners Rachel Woodson from the Black Faculty/Staff Caucus and Kase Poling from the SGA.

UPDATE ON THE CAMPUS DEVELOPMENT PLAN ON DISABILITY
Jack Washington and Kelly Oaks described the campus development plan’s focus on campus accessibility. (Slides are attached via email.) Accessibility is now a foundational criterion for capital construction. As Dr. Oaks says, “Compliance is a shared responsibility.” Lia Kelinsky-Jones asked how we identify non-compliant facilities, noting improper signage in an all-gender restroom. Kimberley Homer asked if the universal access maps and signage passed the “Check Contrast” test. Pam Vickers, Christa Miller (both CEOD members) and Rob Fentress of TLOS should be able to help with this.

DISCUSSION ON HOKIE HANDBOOK REVISIONS
Tamara Cherry-Clarke, Assistant Director for Student Affairs, Ennis McCreary, Interim Director of Student Conduct, and Juan Pacheco, VT NAACP Vice President, gave background on bias-related incidents and the inclusion of language from Policy 1025 in the proposed Hokie Handbook revision. The Commission on Student Affairs is the route their resolution will take, but they are gathering feedback from other commissions and assemblies. While CEOD endorsement was not requested, there was universal support for the revisions.

WORKGROUP UPDATES
● The Indigenous Peoples’ Day Recognition workgroup has completed its charge.
● The Governance & Recognition workgroup will gather soon to work on Principles of Community awards.
● The International Issues workgroup has not met.
• Davon Woodard gave an update on the Communications workgroup, which will be seeking input from caucuses and alliances on how CEOD can serve as a conduit to University Governance; how CEOD might assist with organizational web sites and/or organizational email in a GobblerConnect type format; and what topics and timing would be of interest for a Digital Town Hall.

HISTORICAL CONTEXT DISCUSSION
A discussion that began on the subject of Governor Northam’s racial reconciliation tour noted the lack of depth in our own Smithfield Plantation stories, the Shannon Site artifacts in Ellett, and concern over artifact destruction with the new road from Southgate to Prices Fork. There was interest in forming a new CEOD workgroup on this subject. Please contact Elizabeth Spingola if interested. Dr. Sam Cook said that Tom Klatka, regional archeologist, could tell us about work in progress. Jack and Kayla agreed.

ANNOUNCEMENTS
Elizabeth Spingola invited all interested persons to come to the Disability Caucus Brown Bag Lunches every Monday at noon in the GLC Room A.

NEXT MEETING
The next CEOD meeting will be on Monday, April 1, 2019, at 10:30 a.m. in the Graduate Life Center, Room B.

Appreciation to Andrew Alston and Alicia Cohen for taking the minutes.
VT Access for All

Update – Commission on Equal Opportunity & Diversity
VT Access for All
Planning Framework (Five Phases)

- Discover
- Dream
- Define
- Design
- Deliver
VT Access for All

Continuous & Iterative Process

Discover

Dream

Define

Design

Deliver
Context
- Context

Timeline

Accessibility Survey 2016
Community Advocacy 2017
VT Access for All 2018
Current Working Group 2019
Initiatives
Initiatives

Process

- Initial Scoping
- Research & Outreach
- Documentation
- Feedback

[Diagram of the process with icons representing each step]
Initiatives

Benchmarking

Web

Professional Association

Phone Interviews
Initiatives

Mechanism

Accessibility Working Group

Shared Responsibility
Initiatives

Overview (Draft)

- ADA Compliance Review
- Design Review Process
- Universal Design Principles
- All-Access Pathways
- All-Gender Restrooms
- Universal Access Maps & Signage
- Accessibility Shuttle Services
### Initiatives

#### ADA Compliance Review

#### Accessibility Survey (Excerpt)

<table>
<thead>
<tr>
<th>Item ID</th>
<th>Location</th>
<th>Element</th>
<th>Feature</th>
<th>Photo(s)</th>
<th>Recommendation/Modification</th>
<th>Action Category</th>
<th>2010 ADA Standards Reference #</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Emergency Communication Device</td>
<td>Emergency Communication Device</td>
<td>Emergency communication devices have features accessible to persons with various abilities (mobility, auditory, accessible, hearing impaired accessible and visually impaired accessible). Typically have high push button, speaker and tactile with bold “Light” or indicates call received. However, controls are sometimes more than 10” from the adjacent wheelchair accessible clear floor area and portion of sidewalk with slope more than 2%. For example, the recently installed device at the New Classroom Building has control 17” from the adjacent sidewalk and 48” high (Photos 84A–85A).</td>
<td>22-14, 084-086</td>
<td>Information: When emergency communication devices are installed or replaced, the top control/push button must not be more than 10” above a 10” clear floor space and at no point more than 24” from the floor where wheelchair accessible clear floor space. Paved wheelchair accessible clear floor space must not be stiped more than 2% in all directions for an area 120” minimum x 48” minimum centered on the machine. See figure below of an example of approach form the side machine adjacent to the sidewalk.</td>
<td>Information/VA</td>
<td>—</td>
</tr>
</tbody>
</table>

| 13      | Accessible Routes | Curb Ramp | Curb ramps |  — | Information: Sidewalk along required accessible routes are constructed to have curb ramps but not more than 1%. Where curb ramps exist with the sidewalk path of travel, landscaping the meter width of the sidewalk, an easy transition (slanted) type curb ramp be installed and the “standard” type curb ramp removed to avoid confined areas that are constructed such as a sideboard or street. For example, the sidewalk. Slanted type curb ramp with accessible ramp. In this manner be providing both a ramp and accessible ramp along the sidewalk direction. Where parallel curb ramp recommended in this report. Provide a building corner at an intersection to the sidewalk, require pedestrian to cross the curb ramp perpendicular to the curb ramp slope to cross the sidewalk, then return to the curb ramp slope because the cross slope of the sidewalk direction of travel. See example in plate below (yellow area is the curb ramp). | — | Information: | — |
Initiatives
Design Review Process

Board of Visitors Presentation (Excerpt)

- Holden Hall Renovation
  Site Plan

- Elevated Terrace
- Elevated Terrace (Enlarged)
- Pedestrian Portal
- McBryde Hall
- Old Turner Street
- Norris Hall
- Stadium Seating
- Accessible Paths
## Initiatives

### Universal Design Principles

#### Principle 1: Equitable Use

The design is useful and marketable to people with diverse abilities.

<table>
<thead>
<tr>
<th>Provide the same means of use for all users: identical whenever possible; equivalent when not.</th>
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<tbody>
<tr>
<td>Avoid segregating or stigmatizing any users.</td>
</tr>
<tr>
<td>Provisions for privacy, security, and safety should be equally available to all users.</td>
</tr>
<tr>
<td>Make the design appealing to all users</td>
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<tr>
<th>A/E Narrative Response</th>
</tr>
</thead>
</table>
Initiatives

All-Access Exterior Pathways

Infinite Loop

Green Links
Initiatives

All-Gender Restrooms

- All-Gender Restroom Signage
- All-Gender Restroom Map*

*As of 1/2018
Initiatives
Universal Access Maps & Signage

Digital Accessibility Map

Accessible Wayfinding Signage
Initiatives

Accessibility Shuttle Services

- BT Access Shuttle
- Safe Ride Van
- On-Demand App Vendor

TransLoc®
Wrap-Up
Wrap-Up

Points of Contact

Office for Equity & Accessibility

Kelly Oaks, PhD
Assistant Vice President for Equity & Accessibility
koaks@vt.edu

Pam Vickers, Ed.S., P.A.
Director of ADA, 504 Compliance, and Accessibility Services
pvickers@vt.edu

Mike Kutnak, PhD
ADA & Accessibility Specialist
kutnak@vt.edu

Office of University Planning

Liza Morris, R.A.
Interim Assistant Vice President for Planning & University Architect
lizamorris@vt.edu

Ken Black, PhD
Architectural Planner
kenblack@vt.edu

Jack Washington
Program Coordinator
jwashington@vt.edu
Wrap-Up

Resources

Report a barrier

Maintenance & repair requests (background)
Email contact (vtrepair@vt.edu)
VT Access for All

Update – Commission on Equal Opportunity & Diversity

REGRETS: Nikos Harasty, Sarah Leftwich, Polly Middleton, Tracy Newton (with notice), Anthony Scott (with notice), Pamela Vickers.

WELCOME AND INTRODUCTIONS
Kimberley welcomed everyone and began a round of introductions. There was no Zoom session because the audio equipment needed for a room of that size was not available. Parking near the GLC was scarce, causing a late start to the meeting, but those attending were congenial.

HISPANIC CAUCUS UPDATE
María del Carmen Caña Jiménez gave an update on the Hispanic Caucus. They are discussing changing the name to the Hispanic Latinx Caucus. She described a Pathways grant, and the growing popularity of the Cultural and Community Center’s El Centro, included on campus tours for job candidates. Veronica Montes, El Centro director, noted that new students are coming out for each Comida y Comunidad (the first Tuesday and last Wednesday of every month at noon in El Centro).

LBGT CAUCUS UPDATE
John Gray Williams gave an update on Banner changes to allow gender-inclusive pronouns, different designations for sex, and preferred names; efforts on gender-inclusive housing options and all-gender restrooms, the climate survey, and many events coordinated by the LGBTQ+ Resource Center, especially during Pride Week, April 1-8. Much work remains, but as Friday’s Denim Day’s 40th Anniversary commemorates, much has changed.

SGA RESOLUTION IN SUPPORT OF ACCOMMODATING RELIGIOUS AND CULTURAL ABSENCES
Kase Poling read the resolution as approved by the SGA, and Jackson Ribler of Hillel provided context. Kimberley noted that the resolution path to University Council will flow through the Commission on Student Affairs, and CSA representative Elysia Budu encouraged them to get this on the CSA agenda if they had not already done so. Members offered helpful suggestions on wording such as “minorities,” context, and definitions of “calendar” and “accommodation.” Davon mentioned U.C. Berkeley’s Center for Teaching and Learning, which has this statement:
2. ACCOMMODATION OF RELIGIOUS CREED

In compliance with Education code, Section 92640(a), it is the official policy of the University of California at Berkeley to permit any student to undergo a test or examination, without penalty, at a time when that activity would not violate the student's religious creed, unless administering the examination at an alternate time would impose an undue hardship which could not reasonably have been avoided. Requests to accommodate a student's religious creed by scheduling tests or examinations at alternative times should be submitted directly to the faculty member responsible for administering the examination.

Reasonable common sense, judgment and the pursuit of mutual goodwill should result in the positive resolution of scheduling conflicts. The regular campus appeals process applies if a mutually satisfactory arrangement cannot be achieved.

The link to this policy is available in the Religious Creed (link is external)section of the Academic Calendar webpage.

Religious Holidays Calendar

A 2018-19 Religious Holidays Calendar has been compiled and is now posted on the Center for Teaching and Learning's website. This calendar will be updated on an annual basis to assist faculty and staff in course and activity planning and to reference in the accommodation process.

Mae Hey and Alicia Cohen provided excellent testimony about the inadequacy of a standard calendar to predict cultural absences, and the importance of advocating for these students.

ANNOUNCEMENTS

Elizabeth Spingola invited all interested persons to use the hashtags #greataccess2019 and #inaccessibility to tweet about how far out of your way an accessible path, accessible restroom, accessible signage and instructions take you.

NEXT MEETING

The next CEOD meeting will be on Monday, April 29, 2019, at 10:30 a.m. in the Graduate Life Center, Room B.

Appreciation to Andrew Alston and Alicia Cohen for logistical support.
Commission on Faculty Affairs  
March 22, 2019  
10:30 – 12:00 Noon  
130 E Burruss Hall


Absent: L. Brogdon, J. Spotila, R. Blythe, M. Paretti

Guests: M. Lewis, A. Covey (CAPFA Rep), Kira Dietz (University Libraries), K. DeBose (University Libraries)

1. Approval of agenda  
   Meeting called to order at 10:30 a.m.  
   
2. Approval of Feb. 22 2019 minutes  
   The minutes were approved unanimously.  

3. Chapter 4 Faculty Handbook revisions: preliminary discussion  
   Presentation on “continued appointment” and chapter 4 revisions given by K. Dietz and K. DeBose from University Libraries.

4. Collegiate Faculty: discussion of issues with the track  
   a) Variability of faculty assignments  
   After describing his perception of Collegiate Faculty roles and responsibilities including the extreme variability, B. Hicok posed the question: do we need to change the language describing the responsibilities of Collegiate Faculty?

   b) Need for written faculty assignments  
   Collegiate Faculty being assigned to numerous administrative duties is one problem, which raises the question of whether or not this is considered “service” under the description of the Collegiate Faculty track in the Faculty Handbook.
Z. Mackey noted that there needs to be a mechanism through which the Collegiate Faculty contract can be reviewed/altered to compensate them for “time lost” (in terms of promotion), if the faculty member’s duties are deviating significantly from instruction/teaching. This was supported by B. Hicok and others.

c) Revision of description of track

Have we defined the Collegiate Faculty track well enough to be able to provide these individuals with a well-crafted, written description of their role and responsibilities when the individuals arrives (e.g., have we properly laid out a track for promotion)? Is the language that we currently have appropriate for the track and do only need to come up with a means to enforce it, or do we need to change this language and come up with the means to enforce the language?

As noted by M. McGrath, a comparison of the different descriptions of the various faculty tracks would be helpful. J. Finney responded that he had a summary chart (action item).

G. Daniel noted that he supports the overall concern, however he does not want to inhibit Collegiate Faculty members from taking administrative/leadership positions, if they are offered. Additionally, he pointed out that if these individuals take a leadership position, they should be evaluated for promotion based on their current role (i.e., the leadership/administrative role). However, M. Agah pointed out that regardless of how good the individual’s leadership/administrative work is, they were hired for instruction/teaching and cannot let other duties take them away from what they were hired to do.

J. Finney pointed out that what he is primarily concerned with is hiring a Collegiate Assistant or Associate Professor and assigning them to roles and responsibilities that make is impossible for them to get promoted. J. Finney went on to note that he doesn’t care what the assigned roles and responsibilities are for someone hired as a Collegiate Professor; whatever it takes to get the right person for the position.

B. Hicok stated that he is not concerned with people making choices on whether they want to pursue different roles and responsibilities,
which may interfere with their ability to get promotion. However, he is concerned with individuals being hired and their roles and responsibilities changing in ways that they do not want (i.e., no choice being made) that results in interfering with their ability to achieve promotion.

5. **Other business**

   No other business was presented.

6. **Adjourn**

   The meeting was adjourned at 12:00 p.m.
MINUTES
Commission on Graduate Studies & Policies
March 20, 2019
3:30 – 5:00 p.m.
Graduate School Conference Room

Present: Rajesh Bagchi (Chair), Lujean Baab, Nancy Bodenhorn, Samantha Fried, Madlyn Frisard, Cynthia Hampton, John Hole, Xin Luo, Anurag Mantha, Gail McMillan, Hannah Parks, Annie Pearce, Martina Svyantrke, Tyler Walters (ex officio), and Zhiwu Xie.

Absent with notification: Karen DePauw (ex officio), Paul Emmons, Lesa Hanlin, Rachel Holloway (ex officio), Joseph Kozak, Kathy Lu, and Robert Sumichrast,

Absent without notification: Mehdi Ahmadian, Sarah Karpanty, and Nick Rexroad,

Visitors and invited guests: Zo Amani, Janice Austin, Debbie Carlier, Bill Huckle, Peggy Layne, Kevin McGuire, and Cliff Shaffer.

Call to Order
The meeting was called to order by Dr. Bagchi at 3:30 p.m.

Approval of the Agenda
The agenda was approved as presented.

Approval of the Minutes
The minutes of March 6, 2019 were approved as presented.

Committee Reports
Graduate Curriculum Committee
The Graduate Curriculum Committee did not meet since the last CGS&P meeting.

Graduate Student Appeals Committee
There was no report.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee
Dr. Bodenhorn reported there has not been a recent meeting. Items will be coming up and include discussions about Elements.
**Old Business**

Resolution 2018-2019F was approved by the membership.

Nominations were requested for the position of chair and vice chair. Currently, John Hole has been nominated for chair. Madlyn Frisard has been nominated for vice chair and chair of GCC. Elections will be held at the next meeting.

**New Business**

Peggy Layne introduced Elements, a software system that will track faculty activities. This will track scholarly works, publications, and professional development. It will have the ability to import publication information from popular and not so familiar websites. Elements will communicate with VT Works.

Dr. McGuire provided a copy of and presented information on the draft faculty open access proposal. This proposed policy does not include graduate students. Consideration may be given to expand this document to include graduate students and other employees. Discussion was held by the membership and his presentation will be made available on SharePoint. Dr. McGuire will meet with CGS&P next fall when a formal resolution from the Commission on Research becomes available.

**Graduate School Update**

There was no update.

**Constituency Updates**

**Graduate Student Assembly**

Ms. Fried reported the next GSA meeting will be held tomorrow. A vice president will be announced soon. Ms. Svyantek reported judges are still needed for the research symposium next week.

**Graduate Honor System**

Mr. Mantha had no new cases to report.

**University Library Committee**

Dr. Xie indicated the committee is identifying information to share in the near future.

**Faculty Senate**

Ms. McMillan reported there is no information from the Faculty Senate.

**Student Government Association**

There was no report.
Board of Visitors

Mr. Amani reported there are three candidates for next year’s graduate BOV representative. The student will be elected at the next BOV meeting.

University Council and Commission Updates

Dr. Bagchi reported there were no updates to report from University Council.

Dr. Baab reported there were no updates from the Commission on Administrative and Professional Faculty Affairs.

There were no other commission updates.

Announcements

Dr. Austin reported that next week is Graduate Education Week.

Adjournment

The meeting was adjourned at 4:30 p.m.

Respectfully Submitted,

/s/

Marilynn R. King
On behalf of Karen P. DePauw, Ph.D.
Vice President and Dean for Graduate Education
COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
Minutes
March 21, 2019; 3:30-4:30 p.m.
Gateway Center; 902 Prices Fork Road; Suite 120

Attendance: Andrea Brunais, Urs Buehlmann, Cheng Chen, Lehi Dowell, Ben Grove (representing Ed Jones and Tom Thompson), Roberto Leon, Shelley Martin, Juan Luis Nicolau, Heinrich Schnoedt, Susan Short, Xiaowei Wu


1. Welcome and Introductions
   Urs Buehlmann welcomed the group, self-introductions were made.

2. Agenda Approval
   Urs made the call for motion to approve the agenda; motion made; was seconded; all were in favor, there was no opposition and the agenda was approved.

3. Announcement of Approval of Minutes, February 21, 2019
   The minutes from the February 21, 2019 meeting were approved electronically and were sent to University Council to be posted to the University Governance website upon approval by University Council. Minutes can be found: http://www.governance.vt.edu/.

4. Chairman’s Report
   The University Council meeting from the March 4, 2019 included old business: The Commission on Graduate Studies and Policies presented the resolution for second reading and approval to create a new full-time candidate status for doctoral students and a resolution for second reading and approval on policy management of Graduate Assistantships and Tuition Remission.

   New business included: The Commission on Faculty Affairs presenting the resolutions for first reading: 1) to amend the Faculty Senate Constitution to adopt the parliamentary rules; 2) to amend the Faculty Senate Constitution regarding term limits; 3) to amend the faculty Senate Constitution regarding amendments to the Faculty Senate Constitution; 4) to amend the Faculty Senate Constitution regarding the function of the Faculty Senate as Faculty Voice.

5. Vice-Chair Report
   There was only one entry for the Alumni Awards for Outreach Excellence for the team award, and no entries for the individual awards. The committee reviewed the eligibility requirements/criteria for the award applicants and deemed the team as a winner of the team award. The congratulations letter has been sent out to the team members and the materials have been sent to Special Events.

6. Reports
   a) Susan Short reporting on the Engagement Leadership Council meeting from March 7, 2019: Upcoming Engagement Scholarship Consortium call for proposals, March 15th was the deadline; Annual Conference is October 8-9 in Denver, Colorado, with a pre-conference October 6-7, 2019. There was a presentation from Julie Walters Steele, Director of The Reynolds Homestead on the Rock Spring Distillery at The Reynolds Homestead; and Lesa Hanlin, Executive Director of Roanoke Regional Initiatives gave a presentation on the Thank A Bit Lab at the Roanoke Center.

   Engagement Leadership Council minutes can be found at the following link on-line: https://www.outreach.vt.edu/about/commissions-committees/elc.html.

   b) Ben Grove reported on the Virginia Cooperative Extension (VCE) update for Ed Jones: Currently there are four (4) extension agents and several specialists in Senegal working with the Youth in Agriculture project (JEA); two (2) agents will be in Senegal in June to work on the Food Safety and Food Preservation Programs; and on Friday, two (2) agents will be selected to participate in a professor exchange partnership with Teagasc, Ireland. Ed Jones and Tom Thompson will be in Kenya next week visiting Egerton University. There they will share about the US CES model in East Africa. April 10-12 the Extension Committee on Organization and Policy (ECOP), APLU will be on campus. Dan Goerlich has been named the Associate Director for Economy Community and Food; and the Central District Director position will be filled.
c) Ben also reported on the University Committee on International Affairs (UCIA) meeting from February 25, 2019 for Tom Thompson: Ben reported that Virginia Tech competed for and was awarded the Global Agricultural Productivity (GAP) report, which is in the 10th year, Tom Thompson is the executive editor of the report. The GAP report measures agricultural productivity and plays a prominent role in uplifting various organizations around the world with regard to sustainably increasing productivity. The annual GAP report is launched at the annual World Food Prize in Des Moines, Iowa each October. The plan is for Virginia Tech to also add a launch this year. Additional information regarding the GAP report can be found at the following link:
https://vtnews.vt.edu/articles/2018/12/CALS-GapReport.html as well as at the following link: https://globalagriculturalproductivity.org/. [The summary of the UCIA minutes from Tom Thompson will be distributed with the COIA minutes].

UCIA meeting minutes that have been approved thus far are available at the following link on-line: https://www.outreach.vt.edu/about/commissions-committees/ucia.html.

7. OIA Activities
Urs updated the group with regard to the Global Engagement Office Scholarship funding, and a visit from Provost Cyril Clarke. Provost Clarke will be unable to attend one of the COIA meetings this spring, but he is tentatively scheduled to attend the first meeting this fall on August 29, 2019. A future conversation with Tom with regard to the activities of what UCIA’s sub-committee has planned for their database for international projects will need to take place. The members present agreed that if the activities are similar to what COIA is wanting to work on, then it made sense that both COIA and UCIA should not be working on similar projects. The suggestion was made that perhaps COIA could work with UCIA in defining a comprehensive database.

8. Call for Announcements (Item #3 on the AGENDA)
Urs indicated that the call for announcements was inadvertently skipped over, and he made the call for announcements, there were no announcements.

9. Commission Board Member Comments
Urs made the call of comments, there were no comments.

A motion to adjourn was made, seconded; all were in favor. The meeting adjourned at 3:51 p.m.

Respectfully submitted,

Kimberly Rhodes, Recording Secretary

TENTATIVE MEETING DATES FOR 2018-2019-(All meetings will be from 3:30-4:30 p.m. and will take place at the Gateway Center-902 Prices Fork)
- April 18, 2019
- May 9, 2019

TENTATIVE MEETING DATES FOR 2019-2020-(All meetings will be from 3:30-4:30 p.m. and will take place at the Gateway Center-902 Prices Fork)
- August 29, 2019 3:00 p.m. Orientation for New Members
- August 29, 2019 3:30 p.m. Regular Meeting
- September 19, 2019
- October 17, 2019
- November 21, 2019
- December 12, 2019
- NO JANUARY MEETING
- February 20, 2020
- March 19, 2020
- April 16, 2020
- May 7, 2020
Commission on Student Affairs
University Council, Virginia Tech
February 28, 2019
3:30 pm – 5:00 pm
Room 219, Squires Student Center

Present: John Livingston and Collin Shelton (presiding), Susan Anderson, Elysia Budu, Sam Felber, Rebecca Forest, Tara Frank, Samantha Fried, Gregory Klatt, Billy Lin, Saron Minasie, Sebastian Murillo, Terri Pecora, Patty Perillo, Lauren Surface, Julie Tang, Colie Touzel, and Lotus Wang

Absent: Sebastian Andrade, Joe Clark, Caed Cunningham, Jes Davis, Rachel Iwicki, Marc Lewis, Keith Robus, Abdul-Rahman Sanuri, Ruofan Shen, Veronica Scott, Angela Simmons

Present via Zoom: Jonathan Poff

Guests: Caroline English, Gina Tamburro, Eryn Peters

John Livingston called the meeting to order at 3:34pm. A quorum was present.

1. **Introductions & Attendance** (John Allen Livingston)
2. **Approval of Agenda** (John Allen Livingston)
   a. A motion was made and seconded to approve the agenda. The motion carried.
3. **Approval of Minutes from February 14, 2019**
   a. A motion was made and seconded to approve the minutes with edits given by Susan Anderson. The motion carried.
4. **University Council and Commission Updates**
   a. University Council (John Allen Livingston)
      i. Haven’t met since the last meeting
   b. Commission on Equal Opportunity and Diversity (Elysia Budu)
      i. Next meeting is scheduled for March 1st
   c. Academic Support Committee (John Allen Livingston)
      i. No information
5. **Old Business**
   a. **Zoom Integration** (John Allen Livingston)
      i. Technology for Zoom meeting capability is working
      ii. Motion was made and seconded to table further discussion of voting until technology issues are resolved. The motion carried.
6. **New Business**
   a. **HokiePRIDE Constitution** (John Allen Livingston)
      i. John talked at length about the new UCSO constitution ratification process.
      ii. Motion was made and seconded to approve HokiePRIDE Constitution. The motion carried.
   b. **Student Budget Board Reallocation** (Gina Tamburro and Eryn Peters)
      i. They had proposed AV equipment (projector lightbulbs etc.) in classrooms be more easily accessible for student orgs to rent. Currently only an advisor can grant access for an organization to use the AV equipment.
      ii. However, nothing has come to fruition as they’ve gone back and forth in this complicated undertaking which is taking much longer than first anticipated. Therefore, this may be an opportunity in the future for next semester or next year.
      iii. Currently there is $14,000 left in Budget Board allocations
      iv. SBB requests that money be moved over for RSO allocations
      v. $12,000 AV equipment in classrooms for swipe access to enable use of projectors by student orgs
      vi. Rather than deny requests, they currently have 20 to 30 orgs held in queue should funds become available.
A motion was made and seconded to approve the reallocation of $12K from AV Equipment pool to RSO allocations. The motion carried.

c. Take Back the Night Presentation (Caroline English, Director of Take Back the Night)
   i. Button left over from last year were distributed during meeting.
   ii. Purpose of annual rally and march is to raise awareness of gender-based violence.
   iii. PowerPoint presentation was shown.
   iv. Meetings are on Wednesday’s @ 7:30pm in Lavery 330
   v. The event is scheduled for Thursday, March 28th @ 7pm on the Henderson Lawn with pre-rally music beginning @ 6:30pm
   vi. What can you do? Participate as an individual, or as an organization or just help spread the word.
   vii. A motion was made and seconded for CSA to sponsor Take Back the Night. The motion carried.

d. Mock Interviews with Undergraduate BOV Rep. Candidates (Rachel Iwicki)
   i. Three final candidates will come before CSA during our next meeting on March 21st for a mock interview.
   ii. It was brought up for open discussion that in the past former CSA interviews had gone awry by way of asking inappropriate questions.
   iii. Question was asked how many applications were received this year. There are a total of eight candidates on the graduate student side.
   iv. Currently Rachel is not sharing numbers about UG application process.
   v. Rachel will provide additional information to aid CSA in questions not to ask and questions to ask during the mock interview.
   vi. Each interview will be approximately 15 minutes in length at which time Zoom will be paused.
   vii. It was brought up that we should still offer this same opportunity for our Grad students.

7. Announcements & Updates
   a. Student Affairs (Dr. Patty Perillo)
      i. New Student and Family Programs Welcome Week Leader deadline extended until Friday – encourage them to apply
      ii. Looking to hire a Financial Literacy Professor as debt is at an all time high. They will teach a Financial Planning Program on credit card and debt management.
      iii. Program Director First Generation of College Student Dr. Angela Simmons will be heading up search and hiring.
      iv. Student Affairs Advancement Team consists of four parts. Each of these Boards provides philanthropic support to Student Affairs.
         1. Alumni Advisory Board
         2. Young Alumni Advisory Board
         3. Parent Council
         4. IWILL Council (Inspiring Women in Lifelong Leadership)
      v. Updates from the Board meeting in March
         1. Student Wellness project fall 2021 War Memorial Gym. Don’t know what all of the opportunities are as of yet. One option is putting a tent over tennis courts for auxiliary space until project is done.
         2. Dietrick Hall (D2) Hall overhang to be installed over outside chairs adding 200 to 220 more seats
         3. Two new resident halls open Summer 2021
         4. PLANNING PERIOD 2026
            a. ROTC Centralizing Destination Area
            b. Two new Dining Halls on academic side of campus

b. Student Government Association (Sam Felber)
   i. Blacks State of the Union Address
   ii. Programs not in place for when they get there
   iii. University Council – First Indigenous Peoples’ Day will be celebrated this October on Columbus Day (Monday, October 14th)
   iv. Space and Student Organizations (Dr. Heather Wagoner has been working on)
   v. Event space, org space, study space….send to Sam to move forward
   vi. Title 9 Chair updates to come later

c. Graduate Student Assembly (Sam Fried)
   i. VP resigned hoping to get that filled and attend meetings
   ii. 4 resolutions on their agenda tonight
iii. Fossil fuel
iv. One resolution is Take Back the Night
d. Board of Visitors Representatives (Rachel Iwicki)
i. No update
ii. Rachel is helping to inform what they are talking about and what they need to hone in on
e. Other, etc. (CSA Representatives)
i. RHF will be sponsoring Take Back the Night
ii. Commit up and running open to all students all campus quads building in general
iii. Don't discriminate whether you live on or off. Can come they would love to have you.
iv. NEXT MEETING: March 21st

8. Adjournment
a. There being no further business, a motion was made to adjourn the meeting at 4:28pm
MINUTES

Commission on Student Affairs  
University Council, Virginia Tech  
March 21, 2019  
3:30 pm – 5:00 pm  
Brush Mountain B, Squires Student Center

Present: John Livingston, Collin Shelton, Saron Minasie, Jes Davis, Tara Frank, Susan Anderson, Samantha Fried, Rebecca Forest, Elysia Budu, Billy Lin, Jonathon Poff, Sam Felber, Caed Cunningham, Rachel Iwicki, Lauren Surface, Patty Perillo, Angela Simmons

Absent: Joe Clark, Ruofan Shen, Veronica Scott, Marc Lewis, Gregory Klatt, Sebastian Murillo, Abdul-Rahman Sanuri, Lotus Wang

Present via Zoom: Terri Pecora, Colie Touzel, Claire Oliveros, Clara Wynne

Guests: Tim Hodge, Brennan Shepard, Ennis McCrery, Gina Tamburro, Eryn Peters, Koby Oxiuboyer, Juan Pacheco, Nick Woods, Latifa Alghanim, Chris Brassel, Cameron Donaldson, Kim O’Rourke, April Myers, Tamara Cherry-Clarke, Scott Nachlis

John Livingston called the meeting to order at 3:34pm. A quorum was present.

1. **Introduction & Attendance** (John Allen Livingston)

Review of future meeting locations as shown below:
- April 4th – GLC Multipurpose Room
- April 18th – Brush Mountain B
- April 25th – Brush Mountain B

2. **Approval of Agenda** (John Allen Livingston)

A motion was made and seconded to approve the agenda. The motion carried.

3. **Guests**

2019-2020 Tuition and Fees Presentation (Tim Hodge and Brennan Shepard)

Mr. Tim Hodge from the Office of the VP for Finance gave a presentation on the 2019-2020 Tuition and Fees proposals to the Board of Visitors, including the processes and metrics his office uses to ensure tuition and fees are keeping Virginia Tech as high value and low cost as possible. CSA members discussed at length the information presented. (Presentation attached.)

4. **University Council and Commission Updates**

A. **University Council (John Allen Livingston)**

Held on March 4th John was at ACPA and therefore was not able to attend. However, Sam Felber was in attendance.

Below are the updates per the minutes published for the March 4, 2019 meeting.
Commission on Graduate Studies and Policies
Resolution CGSP 2018-19D
Resolution to Create a New Full-Time Candidate Status for Doctoral Students

Dr. Rajesh Bagchi presented the resolution for second reading and made a motion to approve, and the motion was seconded. Dr. Bagchi informed the members of University Council that the implementation of Candidate Status is contingent upon the university being able to devise a plan that would reduce the financial impact to an acceptable level. Dr. Bagchi gave a summary of the purpose and benefits of this resolution on behalf of the graduate school (attached). It is understood that this resolution will not be implemented immediately because the president will need to determine where it ranks among competing priorities. Dr. Paul Winstorfer reiterated that University Council is advisory to the president, and decisions about financial matters should be deferred to the president and the budget office.

Dr. John Ferris, Faculty Senate President, indicated that he has a list of many reasons why this is good for the faculty and for faculty research. Dr. Ferris stated that he is glad that this conversation is happening at University Council even though there is a significant financial component to the resolution because constituent groups have an opportunity to voice their opinion on the matter. From a purely faculty position, there is support for this resolution for reasons such as recruiting and retention of faculty, graduate student support, the ability to bring in research, etc. Since this is a recommendation to the president, the resolution should pass so that the president can make a determination as to what the priorities are.

Dr. Robert Sumichrast, Dean of the Pamplin College of Business, indicated that he supports the resolution, but would like to know if there is a preliminary indication from budget office that the Candidate Status can be financed next year. Provost Clarke indicated that there has not been a confirmation that this can be implemented next year because of the absence of financing and the absence of being able to prioritize this particular project to other projects that pertain to the general goal of advancing graduate education. Provost Clarke then stated that this question should then perhaps be directed to the Dean of the Graduate School to see if the resources are available in the Graduate School to fund this proposal in the immediacy.

A concern was raised that if we do not move forward with the full-time Candidate Status, Virginia Tech will not be competitive and may have difficulty attracting international students. A request was made to have more information on how this proposal compares to peer institutions. Ms. Samantha Fried, President of the Graduate Student Assembly, stated that one of her colleagues in the Department of Science, Technology, and Society has conducted research on peer institutions in regards to reduced tuition for doctoral students. Of the twenty-five SCHEV approved institutions, 64% have a reduced tuition policy specifically for All But Dissertation (ABD) graduate students.

Provost Clarke informed the members that this resolution is not about program, but is about money. Usually resolutions about money are not brought to University Council. Provost Clarke indicated that the relevancy of University Council is being brought into question because this resolution is not binding. He referenced concerns that he raised about the resolution that were documented in the February 18 minutes.

Dr. Karen DePauw, Dean of the Graduate School, indicated that passing this resolution could help elevate this proposal as a priority. This proposal does have financial implications is an academic decision. The last whereas statement was added to the resolution to make sure that if the resolution passes, that this proposal is not binding. There have been months of conversations regarding the budget implications with the budget office and the Graduate School.

The vote was taken and the motion passed with a majority.
Commission on Graduate Studies and Policies  
Resolution CGSP 2018-19E  
Resolution on Policy Management of Graduate Assistantships and Tuition Remission

Dr. Rajesh Bagchi presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed. [Note: This vote approves the resolution. It is not a vote on the policy itself.]

B. Commission on Equal Opportunity and Diversity (Elysia Budu)
- Elysia was unable to attend the meeting but was able to sit down with president of board for a one on one discussion that included the campus development plan on disabilities. Discussion was had about resident halls and facilities about to go up having required access for anyone with a disability. They will also have all gender restrooms. Campus accessibility is now a foundational criterion for capital construction.
- Update from The Indigenous Peoples’ Day Recognition workgroup has completed its charge and the resolution has passed.
- The Governance & Recognition workgroup will gather soon to work on Principles of Community Awards.
- The International Issues workgroup has not met as of yet.

C. Academic Support Committee (John Allen Livingston)
No update as currently there is no CSA member going to the meetings.

5. Old Business

Mock Interviews with Undergraduate BOV Rep Candidates (Rachel Iwicki)
One at a time two of our finalists will go through the interview process with us like they will be doing for the Board of Visitors. Each finalist will give their opening statement/introduction including: 1) who they are 2) why they want to be in this role and 3) areas to which they want to work on.

Feedback: short Google Form with basic strengths and areas of improvement to streamline the process. It is available at tinyurl.com/csabov19.

6. New Business

A. Hokie Handbook Resolutions (Ennis McCrery)
John states this is the first hearing and then there will be a second. Ennis will be given time to share a brief overview and there will also be time for a few questions. In addition, there will be more time for questions at the second hearing on April 4th.

Resolution #1: Revision to the weapons policy to put it in line with other policies.

Introduction was given of why/how these came about. What was realized last year, 2017/2018 is that the weapons policy in Student Code of Conduct was not well aligned from a verbiage perspective with the overall University Policy #5616. In particular, the Code of Conduct only prohibited ammunition in residence halls - whereas Policy #5616 outlines prohibitions ammunition on any university facility including parking lots. Much broader than just residence halls.

The new language being proposed is taken directly from Policy #5615 so they mirror each other.
They propose the section on expanded weapons policy in the student handbook, that was part, but not all of Policy #5616. They are asking it be deleted completely and will refer them to actual Policy #5616.

**Resolution #2: adding a bias statement to the code of conduct, which says that policy violations motivated by bias based on identity will receive more severe sanctions**

Bias enhancement policy came from students of the NAACP group working with Dr. Perillo. The best way to explain this policy is that it is very similar to a hate crime statue. If a policy in the code of conduct has been violated and that violation is motivated by hate, or bias against an individual in a protected class, as outlined in Policy #1025, that would be an aggravated factor and thus would be a higher sanction.

Best example of this would be if someone is physically assaulted, beaten up and that assault was motivated by gender identity, race, sexual orientation.

**B. CISO Constitution (Kobjy Oxiuboyer)**

No questions, feedback or comments were made. Therefore, a motion was made and seconded to approve the CISO Constitution. The motion carried.

**C. UCSO Contingency Reallocation (Eryn Peters)**

Budget Board is asking approval to move funds from the UCSO (University Chartered Student Organization) contingency fund so that RSO’s (Registered Student Organizations) can use. A deadline was given to all UCSO’s to which they could apply for money for their organization but that deadline has now passed.

Original amount was $32,000.
Amount of Funds used is $14,000.
Leaving $17,000 requested to be moved.

Budget Board currently has a waitlist of RSO’s asking for funds for conferences and competitions should this money be made available to them.

Motion was made and seconded to approve the move of funds to RSO allocation. The motion carried.

7. **Announcements & Updates**

**A. Student Affairs (Dr. Angela Simmons)**

- Next Wednesday, March 27th @ 4pm in the Black Cultural Center, the Department of Religion and Culture is having a Teach-in about Disrupting Islamophobia

- Wednesday, April 3rd @ 7pm in the Moss Arts Center. Student Affairs is working with the Women’s Center to bring an Evening with Mae Jemison. Mae is an American engineer, physician, and NASA astronaut who was the first African-American women to travel in space. (Flier attached.)

- Jes Davis mentioned the application deadline Step Up Leaders (community service) is Monday, March 25th. Any questions, please contact Jes.

- Dr. Perillo mentioned that given what happened in New Zealand last Friday that our Muslim colleagues and friends need a lot of love and support right now. Do what you can to love them, care for them, and reach out to them.

**B. Student Government Association (Sam Felber)**

No updates.

**C. Graduate Student Assembly (Sam Fried)**

No updates.
D. **Board of Visitors Representatives (Rachel Iwicki)**

- Mental Health Task Force has wrapped up and submitted their report.

- Student Luncheon with Administration of Dr. Perillo great discussions with a variety of students. Great feedback, thoughts, and concerns from just regular students in regards to the University was brought forth.
  - Since luncheons are limited Rachel has been working with President Sands about planning more regular, informal student luncheons where they just go to the dining halls and advertise that anyone can come to talk to them.
  - First one took place prior to Spring Break in which a couple of people came. They are still trying to work out the correct amount of advertising to do.
  - They are in the midst of planning another luncheon so please feel free to encourage members of your organization to come out so they can talk directly to members of the administration. Everyone is welcome to come join us for some great conversations!

E. **Other, etc. (CSA Representatives)**

No additional updates.

8. **Adjournment**

There being no further business, a motion was made to adjourn the meeting at 4:57pm.
Overview

- Tuition and Fee Development Considerations
  - Revenue Budget Sources
  - Major Cost Drivers

- 2019-20 Tuition and Fee Recommendations
  - Undergraduate and Graduate Tuition
  - Comprehensive Fees and Room & Board

- Benchmarking

- Discussion
**Budget Background**

**University Division Revenue Sources Educational & General Program 2018-19**

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<td>Tuition &amp; Fees</td>
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<td>General Fund*</td>
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<tr>
<td><strong>Total</strong></td>
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The Commonwealth of Virginia intends to subsidize the cost of education for resident students.

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**2019-20 Known Cost Drivers**

Major Components of the Budget include:

- Faculty Compensation & Assistantships
- Staff Compensation
  - Pay band 1-3 minimum increase
- Fixed Cost Increases (electricity, leases, etc)
- New faculty hires
- Enrollment growth support
- Student Financial Aid
  - $5m: Largest investment into Student Financial Aid in university history
  - Expansion of Funds for the Future: Tuition protection for families earning up to $100k
### 2019-20 Tuition and E&G Fee Recommendation

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*Virginia Undergraduate Tuition and E&G Fees held to 2018-19 levels due to new state funding in 2019-20.*

### 2019-20 Comprehensive Fee and Room & Board

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<td>$408</td>
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</table>
2019-20 Student Service Enhancements

- **Health Services:** Cook Counseling Center service, Pharmacy Technician, Financial Literacy Coordinator, Health Center Equipment, Health Professional Recruitment & Retention
- **Wireless:** Robust Wireless System Equipment Refreshment
- **Transit:** Enhanced High Volume Routes and Campus Shuttles
- **Career & Professional Development:** Associate Director of Experience and Professional Development, Mentorship Program Software
- **Student Engagement & Campus Life:** Black Cultural Center Program Coordinator, Student Organizations Assistant Director, Cultural & Community Center Programming Support, Student Organizations Program Support
- **Recreational Sports:** Venture Out Program Coordinator, Sport Club Funding, Fitness Facility Enhancements and Technology/Equipment Refreshment
- **Dining Services:** Associate Director of Dining Services, Graphic Artist, Wage & Salary Retention Support, Inflation of Food Costs, Capital Project Planning
- **Residence Halls:** Facilities; Resident Advisor Wage & Salary Retention Support

<table>
<thead>
<tr>
<th>Virginia Public Four-Year Institutions, 2018-19 Resident Undergraduate</th>
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<tbody>
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</tr>
<tr>
<td>University of Virginia (First Year)</td>
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<tr>
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<tr>
<td>James Madison University</td>
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<tr>
<td>Old Dominion University</td>
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<tr>
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<tr>
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<td>Virginia State University</td>
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## Virginia Public Four-Year Institutions, 2018-19 Nonresident Undergraduate Tuition and E&G Fees

<table>
<thead>
<tr>
<th>Institutions</th>
<th>Tuition and E&amp;G Fees</th>
<th>Tuition and Mandatory Fees</th>
<th>Total Cost</th>
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## Virginia Public Four-Year Institutions, 2018-19 Resident Graduate Tuition and E&G Fees

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### Virginia Public Four-Year Institutions, 2018-19 Nonresident Graduate

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<th>Institutions</th>
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<th>Tuition and Mandatory Fees</th>
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### National (SCHEV) Peers, 2018-19 Resident Undergraduate

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<th>Tuition and Mandatory Fees</th>
<th>Total Cost</th>
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<td>Iowa State</td>
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<td>University of Florida</td>
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## National (SCHEV) Peers, 2018-19 NonResident Undergraduate

<table>
<thead>
<tr>
<th>Institutions</th>
<th>Tuition and E&amp;G Fees</th>
<th>Tuition and Mandatory Fees</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ $ % Rank</td>
<td>$ $ % Rank</td>
<td>$ $ % Rank</td>
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<td>59,515 1.9% 2</td>
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<tr>
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<td>40,344 2.1% 2</td>
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<tr>
<td>University of Colorado, Boulder</td>
<td>35,482 3.2% 3</td>
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<td>35,599 3.8% 1</td>
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## National (SCHEV) Peers, 2018-19 Resident Graduate

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<th>Tuition and Mandatory Fees</th>
<th>Total Cost</th>
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<td>$ $ % Rank</td>
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<td>23,456 3.3% 2</td>
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## National (SCHEV) Peers, 2018-19 Nonresident Graduate

<table>
<thead>
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<th>Institution</th>
<th>Tuition and E&amp;G Fees</th>
<th>Tuition and Mandatory Fees</th>
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<tr>
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<td>University of Wisconsin, Madison</td>
<td>$24,054</td>
<td>0.0% 19</td>
</tr>
<tr>
<td>SUNY at Buffalo</td>
<td>$22,650</td>
<td>2.0% 21</td>
</tr>
<tr>
<td>Iowa State</td>
<td>$23,564</td>
<td>4.0% 20</td>
</tr>
<tr>
<td>Stony Brook University</td>
<td>$22,650</td>
<td>2.0% 21</td>
</tr>
<tr>
<td>University of Texas, Austin</td>
<td>$22,622</td>
<td>2.1% 23</td>
</tr>
<tr>
<td>Texas A&amp;M</td>
<td>$17,088</td>
<td>8.7% 24</td>
</tr>
</tbody>
</table>

### DISCUSSION
### Comprehensive Fee Components for 2019-20

<table>
<thead>
<tr>
<th>Fee Component</th>
<th>2018-19 Charge</th>
<th>Proposed 2019-20 Charge</th>
<th>Increase $</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Activity Fee</td>
<td>$321</td>
<td>$330</td>
<td>$9</td>
<td>2.8%</td>
</tr>
<tr>
<td>Health Service Fee</td>
<td>$447</td>
<td>$471</td>
<td>$24</td>
<td>5.4%</td>
</tr>
<tr>
<td>Athletic Fee</td>
<td>$317</td>
<td>$326</td>
<td>$9</td>
<td>2.8%</td>
</tr>
<tr>
<td>Transportation Services Fee</td>
<td>$165</td>
<td>$171</td>
<td>$6</td>
<td>3.6%</td>
</tr>
<tr>
<td>Recreational Sports Fee</td>
<td>$313</td>
<td>$327</td>
<td>$14</td>
<td>4.5%</td>
</tr>
<tr>
<td>Student Services Fee</td>
<td>$289</td>
<td>$298</td>
<td>$9</td>
<td>3.1%</td>
</tr>
<tr>
<td>Student Cultural Activities Fee</td>
<td>$173</td>
<td>$173</td>
<td>$0</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**Total Comprehensive Fee**

<table>
<thead>
<tr>
<th></th>
<th>2018-19</th>
<th>Proposed 2019-20</th>
<th>Increase $</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$2,025</td>
<td>$2,096</td>
<td>$71</td>
<td>3.5%</td>
</tr>
</tbody>
</table>

Comprehensive fees at the other Virginia doctoral institutions range from $2,243 to $5,830.

### Veterinary Medicine

<table>
<thead>
<tr>
<th>Fee Component</th>
<th>2018-19 Charge</th>
<th>Proposed 2019-20 Charge</th>
<th>Increase $</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virginia/Maryland Students</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>$21,372</td>
<td>$21,906</td>
<td>$534</td>
<td>2.5%</td>
</tr>
<tr>
<td>Educational and General Fee</td>
<td>$175</td>
<td>$175</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Comprehensive Fee</td>
<td>$2,025</td>
<td>$2,096</td>
<td>$71</td>
<td>3.5%</td>
</tr>
<tr>
<td>Vet Med Facility Fee</td>
<td>$1,200</td>
<td>$1,200</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Cost for Virginia/Maryland Students</strong></td>
<td>$24,772</td>
<td>$25,377</td>
<td>$605</td>
<td>2.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fee Component</th>
<th>2018-19 Charge</th>
<th>Proposed 2019-20 Charge</th>
<th>Increase $</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Out-of-State Students</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>$49,301</td>
<td>$50,435</td>
<td>$1,134</td>
<td>2.3%</td>
</tr>
<tr>
<td>Educational and General Fee</td>
<td>$779</td>
<td>$779</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Comprehensive Fee</td>
<td>$2,025</td>
<td>$2,096</td>
<td>$71</td>
<td>3.5%</td>
</tr>
<tr>
<td>Vet Med Facility Fee</td>
<td>$1,200</td>
<td>$1,200</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Cost for Out-of-State Students</strong></td>
<td>$53,305</td>
<td>$54,510</td>
<td>$1,205</td>
<td>2.3%</td>
</tr>
</tbody>
</table>
Virginia Tech Carilion School of Medicine

- VTCSOM was integrated as the ninth college at Virginia Tech on July 1, 2018

<table>
<thead>
<tr>
<th></th>
<th>2018-19 Charge</th>
<th>Proposed 2019-20</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>51,818</td>
<td>53,113</td>
<td>1,295</td>
</tr>
<tr>
<td>Educational and General Fee</td>
<td>175</td>
<td>175</td>
<td>0</td>
</tr>
<tr>
<td>VTCSOM Student Services Fees (a)</td>
<td>752</td>
<td>768</td>
<td>16</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td><strong>52,745</strong></td>
<td><strong>54,056</strong></td>
<td><strong>1,311</strong></td>
</tr>
</tbody>
</table>

(a) Includes VTCSOM Student Services, Health Services, and Student Government/Activities fees that apply to all Medical students.
YOU ARE INVITED

PURSUING THE EXTRAORDINARY
AN EVENING WITH MAE JEMISON

Mae Jemison is an American engineer, physician, and NASA astronaut who was the first African-American woman to travel in space.

Wednesday, April 3, 2019 at 7 p.m.
Anne and Ellen Fife Theatre, Moss Arts Center
Free Event, General Admission Seating

QUESTIONS? EMAIL STUDENTAFFAIRS@VT.EDU
MINUTES
COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES
MARCH 25, 2019
230 STUDENT SERVICES BUILDING, 3:00 PM

PRESENT: M. Kasarda (Chair); K. Edgar; V. Fowler; K. Goyne; S. Sumner for A. Grant; R. Holloway; L. Hoyns for M. Andrews; S. Johnson; C. Leeth; J. Loferski; R. Panneton for S. Morton; J. Orr; J. Ross; J. Sible; D. Thorp; B. Watford; L. Zietsman

ABSENT WITH NOTIFICATION: K. Albright; B. Barnhill; M. Byers; S. Campos; G. Daniel; K. Hosig; C. Johnson; L. Khansa; A. Knoblauch; S. Metko; K. Redican; P. Tarkenton; S. Tatum; C. Touzel; D. Wodak

VISITORS: N. Akers; A. Ansell; G. Costello; P. Deck; T. Hammett; A. Myers; B. Smith; R. Sparks

CALL TO ORDER

The meeting was called to order at 3:00 PM by M. Kasarda.

ADOPTION OF THE AGENDA

A motion was made and seconded to approve the agenda. The motion to approve the agenda passed unanimously.

ANNOUNCEMENT OF APPROVAL AND POSTING OF MINUTES

M. Kasarda announced the February 25, 2019 minutes were electronically approved and can be accessed via the University Registrar’s website:


OLD BUSINESS:

Resolution 2018-19.B Resolution to Approve New Major, Humanities for Public Service, in Bachelor of Arts in Religion and Culture, Second Reading

The motion was made and seconded to present for second reading Resolution 2018-19.B Resolution to Approve New Major, Humanities for Public Service, in Bachelor of Arts in Religion and Culture.

M. Kasarda opened the floor for discussion on Resolution 2018-19.B.
Resolution 2018-19.B has received a waiver from Faculty Senate, support from Staff Senate and Student Government Association, and is pending review by Graduate Student Assembly before progressing to University Council.

Hearing no discussion, a motion was made and seconded to APPROVE Resolution 2018-19.B.

The motion passed unanimously.

**NEW BUSINESS:**

**Resolution 2018-19.C Resolution to Approve New Major, Polymer Chemistry, in Bachelor of Science in Chemistry, First Reading**

The motion was made and seconded to present for first reading Resolution 2018-19.C Resolution to Approve New Major, Polymer Chemistry, in Bachelor of Science in Chemistry.

M. Kasarda opened the floor for discussion on Resolution 2018-19.C.

Discussion and clarification topics included the following:

- The Commission suggested minor grammatical edits to the Resolution, such as replacing the word “medicinal” with “polymer.”

Resolution 2018-19.C has been forwarded to Faculty Senate, Staff Senate, Student Government Association, and Graduate Student Assembly for comment. The second reading of Resolution 2018-19.C will take place at the next available CUSP meeting.

**Resolution 2018-19.D Resolution to Approve New Major, Medicinal Chemistry, in Bachelor of Science in Chemistry, First Reading**

The motion was made and seconded to present for first reading Resolution 2018-19.D Resolution to Approve New Major, Medicinal Chemistry, in Bachelor of Science in Chemistry.

M. Kasarda opened the floor for discussion on Resolution 2018-19.D.

Discussion and clarification topics included the following:

- The Commission suggested minor grammatical edits to the Resolution, such as removing National Cancer Institute.

Resolution 2018-19.D has been forwarded to Faculty Senate, Staff Senate, Student Government Association, and Graduate Student Assembly for comment. The second reading of Resolution 2018-19.D will take place at the next available CUSP meeting.
Resolution 2018-19.E Resolution to Discontinue Degree, Bachelor of Science in Engineering Science and Mechanics, First Reading

The motion was made and seconded to present for first reading Resolution 2018-19.E Resolution to Discontinue Degree, Bachelor of Science in Engineering Science and Mechanics. The motion was made and seconded to waive the first reading of Resolution 2018-19.E Resolution to Discontinue Degree, Bachelor of Science in Engineering Science and Mechanics.

M. Kasarda opened the floor for discussion on Resolution 2018-19.E.

Discussion and clarification topics included the following:

- B. Watford presented background regarding the decline in enrollment and the similarities to other Engineering disciplines, relevance for the end date of 2023, disposition of ESM courses, and the transition of returning students.
- J. Ross discussed placement of existing faculty and impact on the department.
- The Commission suggested minor grammatical edits to the Resolution related to the teach out plan.
- Clarification was provided by A. Myers that currently Resolutions may be forwarded to University Council as long as Constituent feedback is received prior to Second Reading at University Council.

Resolution 2018-19.E has been forwarded to Faculty Senate, Staff Senate, Student Government Association, and Graduate Student Assembly for comment. Following this process, the Resolution will be forwarded to University Council.

Resolution 2018-19.F Resolution to Approve Transitional Plan to Facilitate the Change to Date of Entry Graduation Requirements, First Reading

The motion was made and seconded to present for first reading Resolution 2018-19.F Resolution to Approve Transitional Plan to Facilitate the Change to Date of Entry Graduation Requirements.

M. Kasarda opened the floor for discussion on Resolution 2018-19.F.

Discussion and clarification topics included the following:

- R. Holloway provided background related to the policy that governs students’ graduation requirements and the impact on planning, e.g., impact related to advising and transferring Virginia Community College Systems students.
- R. Sparks discussed the difficulty of advising the transition from CLE to Pathways general education, as well as resource management related to seat utilization and better access.
• D. Thorp inquired about involvement and input in the Resolution process with University leadership.
• In support of this Resolution, a Commission member illustrated an example of a student not meeting graduation requirements in December and potentially facing new graduation requirements in January.
• The Commission requested documentation justifying the basis for the Resolution.

Resolution 2018-19.F has been forwarded to Faculty Senate, Staff Senate, Student Government Association, and Graduate Student Assembly for comment. The second reading of Resolution 2018-19.F will take place at the next available CUSP meeting.

REPORTS AND MINUTES FROM COMMISSION COMMITTEES/SUB-COMMITTEES

COMMITTEE REPORTS

Academic Support Committee

D. Thorp presented the February 27, 2019 report of the Academic Support Committee. A motion was made and seconded to approve the February 27, 2019 report of the Academic Support Committee.

Academic Policies Committee

R. Panneton presented the February 20, 2019 minutes of the Academic Policies Committee. A motion was made and seconded to accept the February 20, 2019 minutes of the Academic Policies Committee.

Athletics Committee

S. Sumner presented the February 14, 2019 minutes of the University Athletics Committee. A motion was made and seconded to accept the February 14, 2019 minutes of the University Athletics Committee.

Commencement Committee

No report.

Honor Council

L. Hoyns shared that several students attended the annual International Center for Academic Integrity conference and presented alongside J. Orr. L. Hoyns also shared that delegate recruitment for the council has started and 85 applications have been received for the 5 open positions, which is an increase in number of submitted applications.
Library Committee

No report.

Undergraduate Curriculum Committee

A motion was made and seconded to approve the February 22, 2019 report of the Undergraduate Curriculum Committee.

The motion passed unanimously.

A motion was made and seconded to approve the March 8, 2019 report of the Undergraduate Curriculum Committee.

The motion passed unanimously.

A motion was made and seconded to approve the March 22, 2019 report of the Undergraduate Curriculum Committee.

The motion passed unanimously.

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**UNDERGRADUATE CURRICULUM COMMITTEE REPORT—FEBRUARY 22, 2019**

FOR “FIRST AND SECOND READING”

UNANIMOUS APPROVAL

---

**COURSES**

New:

**Fall 2019**

College of Liberal Arts and Human Sciences

HEB 1105-1106 (JUD 1105-1106) Elementary Modern Hebrew (CM-4861)

College of Science

NEUR 4914 Drug Development in Neuroscience (CM-4908)

Revised:

**Fall 2019**

College of Liberal Arts and Human Sciences
AHRM 1104 Introduction to AHRM and Student Resources (CM-4740)

HIST 3484 Nazi Germany: History and Memory (CM-4859)

Discontinued:

Fall 2019:

College of Liberal Arts and Human Sciences

HEB 1104 (JUD 1104) Hebrew I — With approval of HEB 1105-1106 (JUD 1105-1106) Elementary Modern Hebrew, HEB 1104 (JUD 1104) Hebrew I is to be discontinued (CM-4861)

HEB 1114 (JUD 1114) Hebrew II — With approval of HEB 1105-1106 (JUD 1105-1106) Elementary Modern Hebrew, HEB 1114 (JUD 1114) Hebrew II is to be discontinued (CM-4861)

FOR “FIRST AND SECOND READING”
UNANIMOUS APPROVAL

DEGREES, MAJORS, OPTIONS, MINORS

Major

Revised Checksheet:

Effective Graduating Calendar Year 2021

College of Liberal Arts and Human Sciences

Major: Philosophy (PHIL) under Degree: Bachelor of Arts in Philosophy (BAPHI), effective for students graduating in calendar year 2021 (CM-4864)

Minor

Revised Checksheet:

Effective Graduating Calendar Year 2021

College of Liberal Arts and Human Sciences

Minor: Housing (HSNG), effective for students graduating in calendar year 2021 (CM-4741)
UNDERGRADUATE CURRICULUM COMMITTEE REPORT—MARCH 8, 2019

FOR “FIRST AND SECOND READING”
UNANIMOUS APPROVAL

DEGREES, MAJORS, OPTIONS, MINORS

Major

New:

Effective Graduating Calendar Year 2021

College of Science

Establishment of New Major: Polymer Chemistry (POLY) under Degree: Bachelor of Science in Chemistry (BSCHM), effective for students graduating in calendar year 2021, first term to declare major: Fall 2019, first term to graduate: Winter 2021 (CM-4756)

Establishment of New Major: Medicinal Chemistry (MDCH) under Degree: Bachelor of Science in Chemistry (BSCHM), effective for students graduating in calendar year 2021, first term to declare major: Fall 2019, first term to graduate: Winter 2021 (CM-4757)

Revised Checksheet:

Effective Graduating Calendar Year 2022

College of Science

Major: Polymer Chemistry (POLY) under Degree: Bachelor of Science in Chemistry (BSCHM), effective for students graduating in calendar year 2022 (CM-4756)

Major: Medicinal Chemistry (MDCH) under Degree: Bachelor of Science in Chemistry (BSCHM), effective for students graduating in calendar year 2022 (CM-4757)

Major

Revised:
<table>
<thead>
<tr>
<th>Effective Graduating Calendar Year 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>College of Engineering</strong></td>
</tr>
<tr>
<td>Major: Industrial and Systems Engineering (ISE) under Degree: Bachelor of Science in Industrial and Systems Engineering (BSISE), effective for students graduating in calendar year 2021 (CM-4934)</td>
</tr>
</tbody>
</table>

**Major Concentration/Option:**

**Revised/Renamed:**

<table>
<thead>
<tr>
<th>Effective Graduating Calendar Year 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pamplin College of Business</strong></td>
</tr>
<tr>
<td>Major Concentration/Option: Management Consulting and Analytics (MCA)</td>
</tr>
<tr>
<td>Major: Management, under Degree: Bachelor of Science in Business (BSBUS), effective for students graduating in calendar year 2021, first term to enroll: Spring 2019, first term and year to graduate: Winter 2021 (CM-4748)</td>
</tr>
</tbody>
</table>

With approval of “Management Consulting and Analytics (MCA),” **discontinue** Major Concentration/Option name “Management Consulting and Analysis (MCA),” last term and year to graduate Fall 2020 (CM-4748)

**Minor**

**Revised:**

<table>
<thead>
<tr>
<th>Effective Graduating Calendar Year 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>College of Agriculture and Life Sciences</strong></td>
</tr>
<tr>
<td>Checksheet: Plant Health Sciences (PHS), effective for students graduating in calendar year 2021 (CM-4947)</td>
</tr>
</tbody>
</table>

Checksheet: Crop and Soil Environmental Sciences (CSES), effective for students graduating in calendar year 2021 (CM-4955)
New:
  Fall 2019
  Pamplin College of Business
  REAL 4064 Real Estate Appraisal (CM-5095)
  University Honors
  UH 3855-3856 Calhoun Transdisciplinary Design Studio (CM-4787)
  UH 4855-4856 Calhoun Transdisciplinary Capstone Studio (CM-4788)

Revised:
  Fall 2019
  Pamplin College of Business
  REAL 3024 Applied Real Estate Development (CM-5094)
Bachelor of Science in Engineering Science and Mechanics (BSESM) Major: Engineering Science and Mechanics (ESM), last term and year to graduate: Summer II 2023 (CM-5173)

**Major**

**Discontinue:**

**Graduating Calendar Year 2023**

**College of Engineering**

Major: Engineering Science and Mechanics (ESM) under Degree: Bachelor of Science in Engineering Science and Mechanics (BSESM), last term and year to graduate: Summer II 2023 (CM-5173)

**Major Concentration/Options**

**Discontinue:**

**Graduating Calendar Year 2023**

**College of Engineering**

Major Concentration/Option: Biomechanics (BMCH) under Degree: Bachelor of Science in Engineering Science and Mechanics (BSESM) Major: Engineering Science and Mechanics (ESM), last term and year to graduate: Summer II 2023 (CM-5173)

Major Concentration/Option: Engineering Physics (EP) under Degree: Bachelor of Science in Engineering Science and Mechanics (BSESM) Major: Engineering Science and Mechanics (ESM), last term and year to graduate: Summer II 2023 (CM-5173)

**Minor**

**Revised Checksheet:**

**Effective Graduating Calendar Year 2021**

**College of Liberal Arts and Human Sciences**

Minor: Asian Studies (ASIA), effective for students graduating in calendar year 2021 (CM-5200)
Pamplin College of Business

Minor: Real Estate effective for students graduating in calendar year 2021 (CM-5099)

Virginia-Maryland College of Veterinary Medicine

Minor: Public Health (PH) effective for students graduating in calendar year 2021 (CM-5144)

Pathways Ad Hoc Review Committee

L. Zietsman presented the report of the February 27, 2019 Pathways Ad Hoc Review Committee. A motion was made and seconded to approve the February 27, 2019 report of the Pathways Ad Hoc Review Committee.

The motion passed unanimously.

PATHWAYS AD-HOC REVIEW COMMITTEE REPORT—FEBRUARY 27, 2019
For “First and Second Reading”
Unanimous Approval

COURSES

New:

Pathways Fall 2019

College of Liberal Arts and Human Sciences
COMM 2754H: Topics in Single Medium Communication About Technology Innovation (Pathways Foundational Discourse G01f, Critical Analysis of Equity and Identity in the United States G07, Ethical Reasoning G10) (CM 4820)

COMM 2764H: Topics in Multimedia Communication About Technology Innovation (Pathways Advanced Discourse G01a, Ethical Reasoning G10) (CM 4821)

University Honors College
UH 2744: Foundational Topics in Computing in Technology Innovation for Societal Impact (Pathways Foundational Quantitative and Computational Thinking G05f, Ethical Reasoning G10) (CM 4780)
CONSTITUENT REPORTS

Commission on Administrative and Professional Faculty Affairs

J. Orr stated that they are currently looking for A/P faculty to fill governance positions.

Staff Senate

No report.

Faculty Senate

No report.

Student Government Association

No report.

Graduate Student Assembly

No report.
**OTHER BUSINESS:**

College of Liberal Arts and Human Sciences Request for Posthumous Degree

Request for Posthumous Degree

D. Thorp, Associate Dean of the College of Liberal Arts and Human Sciences, moved approval of the posthumous awarding of the degree Bachelor of Science in Political Science, Magna Cum Laude, to Ira Joe Long effective Spring 2019. Dr. Thorp indicated that the request was based on the recommendation of the faculty of the Department of Political Science and supported by the College of Liberal Arts and Human Sciences.

The motion was seconded and passed unanimously.

5 Year Un taught Course Report

G. Costello presented the 5 Year Un taught Course Report. A motion was made and seconded to approve the 5 Year Un taught Course Report.

The motion passed unanimously.

<table>
<thead>
<tr>
<th>Virginia Tech Office of the University Registrar</th>
</tr>
</thead>
<tbody>
<tr>
<td>PPM No. 273, Policy on Untaught Courses in the Undergraduate Course Catalog and the Curriculum for Liberal Education Review</td>
</tr>
</tbody>
</table>

List of Courses Inactivated & Extended
Effective 201901

**Untaught Courses to be Inactivated (9)**

**Course**

APSC 1624 Low Intermediate Equitation  
GER 3414 (ENGL 3414) German Literature in English  
MGT 2944 Military Leadership Practicum  
PPWS 3514 Plant Physiology Lab  
SBIO 3234 Wood ID and Prop Lab  
SBIO 3534 Lumber Manufacturing & Drying  
SBIO 3544 Secondary Wood Manufacturing  
SOC 3304 Collective Action  
WGS 3324 Perspective on Biology of Women
<table>
<thead>
<tr>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBIO 3334 Non-Timber Forest Products</td>
</tr>
<tr>
<td>HIST 3734 (STS 3734) History of Modern Biology</td>
</tr>
</tbody>
</table>

**ADJOURNMENT**

A motion was made and seconded to adjourn the meeting at 4:01 PM.

*Respectfully Submitted,*  
*Becki Smith, Office of the University Registrar*