

## **University Council Minutes September 17, 2001**

**Present:** Charles Steger (Chair), Jeb Stewart (for Erv Blythe), Mark McNamee, Landrum Cross, Ben Dixon, Peter Eyre, Elizabeth Flanagan, Eileen Hitchingham, Janet Johnson, Kim O'Rourke, Leonard Peters, Joseph Merola, Melvin Gillespie, Minnis Ridenour, Terri Mitchell (for Raymond Smoot), Hap Bonham (for Richard Sorensen), Tom Tillar, Pat Hyer (for Susan Angle), Ed Fox, Ryan Hartman, Bob Hendricks, Mike Koechlein, Marge Murray, Edd Sewell, Susan Sumner, Jeryl Jones, Charles Bostian (for Tim Pratt), Kamal Rojiani, Bob Tracy, Mitzi Vernon, Rebecca Crittenden, John Hillison, Philip Huang, Suzanne Murrmann, Ashley Marshall, Randy Stith, Althea Aschmann, Delbert Jones, Jimmy Martin, Brandy Ellen Cowing, Melinda Pomeroy, Christina Coukos, Robert Kopera, Brian Montgomery

**Absent:** Bob Bates, Gregory Brown, Paul Knox, Bill Stephenson, Andy Swiger, Stephen Boyle, Mark Barrow, Wayne Durham, Jack Davis, Pat Devens, Dan Dolan, Bernard Feldman, Rodney Gaines, Mike Martin, Debbie Wilson, Nick Amico, Candace Wiltshire

**Guests:** Marquee King, Dwight Shelton, Leonard Ferrari

### **1. Introductions**

Dr. Steger introduced Dr. Melvin Gillespie, Director of Equal Opportunity / Affirmative Action and Dr. Mark McNamee, Provost and Vice President for Academic Affairs. Dr. McNamee stated that he is looking forward to the coming year as the University moves forward with the implementation of the Strategic Plan.

### **2. Adoption of Agenda**

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

### **3. Announcement of approval and posting of Council Minutes of May 7, 2001**

Dr. Steger noted that the minutes from the May 7, 2001, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB.  
(<http://intra.vt.edu/govern/>)

Before moving to Ongoing Business, Dr. Steger commented on the tragedies that occurred in the nation last week. He commended the faculty, staff and students for their support and activities during the past week. Difficult times are ahead as we continue to learn of students who have experienced losses in their families. He thanked everyone for the efforts they extended to insure that we reinforce the university community.

Dr. Steger spoke briefly about the status of the state budget. It is anticipated that the General Assembly will take some action to provide some support when they convene in January 2002. Dr. Steger asked Minnis Ridenour to comment on the Capital Budget.

Mr. Ridenour stated that although state revenues are not growing at the anticipated rate, we are well positioned for funding of some capital projects if the situation improves. He is hopeful that some capital funding will be available in the next biennium.

If state revenues are sufficient, the new base adequacy funding model would provide for funding for faculty positions, operating monies and improvements in salaries. The State Council for Higher Education, as well as other groups, has come forward acknowledging the need for this type of funding model.

Dr. Steger commented that there is generally a positive attitude among the members of the General Assembly where the majority is in favor of addressing this base adequacy funding issue for higher education in Virginia. Dr. Steger will participate in a work session in October with the new chair of SCHEV, as well as the chairs of the Senate Finance and the House Appropriations Committee. Dr. Steger is encouraged that SCHEV has actively solicited input and had a great deal of unanimity with the Council of Presidents on the budget for higher education.

#### **4. Ongoing Business**

**Council approved the following Commission minutes:**

- Commission on Classified Staff Affairs  
April 25, 2001
- Commission on Outreach  
May 10, 2001
- Commission on Student Affairs  
April 26, 2001

#### **5. For Information Only**

It was noted that the minutes of the University Advisory Council on Strategic Budgeting and Planning for April 29, 2001, May 24, 2001, June 28, 2001, and August 23, 2001 were distributed for information only.

#### **6. Announcements**

##### **Reports from Commission Chairs**

Commission chairs were asked to give a brief outline of their agenda for the coming year. Dr. Steger encouraged Council members to contact the commission chairs with comments, questions or issues to be introduced into the governance system early in the year so that deliberations could begin in a timely manner.

**Administrative and Professional Faculty Affairs** — Pat Hyer for Chair, Susan Angle

- Ongoing problem of differential raise amounts for administrative and professional faculty compared to teaching and research faculty.
- There are new narrowly prescribed kinds of leave for classified employees; the commission will look at whether or not the same kind of leave categories should be instituted for faculty employees.

**Classified Staff Affairs** — Chair, Mike Koechlein

- The commission will continue discussion of parking and bus service issues left over from last year.
- The return to work policy (for worker's compensation claims) was discussed.

**Faculty Affairs** — Chair, Edd Sewell

- The commission will continue working on revising the Intellectual Property Policy.
- Changes to the promotion and tenure process.
- Implications of being a top 30 research university in terms of faculty, research equipment, etc.
- Graduation issues revolving around having diplomas available at commencement and the difficulties that creates for students as well as faculty.

**Graduate Studies and Policies** — Joe Merola for Chair, Stephen Boyle

- Every member of the commission received a copy of the Strategic Plan. There will be discussions to see how well our infrastructure is aligned (in terms of graduate education and research) to meet top 30 goal.
- Also related to the infrastructure is the inadequacy of animal holding facilities for research and the impact on our research and graduate education programs.

**Outreach** — Chair, Susan Sumner

- Implementation of a team award in addition to the individual outreach award.
- The commission will meet with department and college promotion and tenure committees to get their feedback on the process using the new outreach section of the promotion and tenure report.

**Research** — Chair, Bob Hendricks

- Revision of the draft of the Intellectual Property Policy.
- Task force on research computing will prepare a white paper.
- Housing animals for research — also raised by the Commission on Research. The commissions will work jointly on this issue.

**Student Affairs** — Chair, Ryan Hartman

- Nineteen issues were identified at the first meeting of CSA. Members prioritized the issues as follows: accessibility for disabled persons on campus, cuts in the Blacksburg Transit routes, university support (financial or otherwise) for the Honor System, graduate student health plans, clearly codified expectations from supervisors for graduate students, organizational funding, instituting a recommendation program for offices that provide services to students, and child care across the university. Committees within the commission will deal with some of the issues.

**Undergraduate Studies and Policies** — Chair, Marge Murray

- The University Core Curriculum Committee (UCCC), which reports to CUSP, is very close to completing the first review cycle for the Core. It is anticipated that UCCC will suggest some modifications in the Core as a result of the review.
- Management of the workload of the CUC, particularly improving communications throughout the proposal review process.
- CUC will conduct a review of policies for internal transfers into restricted programs.

**University Support** — Chair, Ed Fox

- Computer security.
- Wireless technology and its potential impact on future buildings and education.

Mitzi Vernon announced that candidates for delegate would be present at the next two Faculty Senate meetings. Jim Shuler will attend the Faculty Senate meeting on September 18. David Nutter and Creigh Deeds will attend the October 16 meeting. Faculty Senate meetings are open.

Dr. Steger adjourned the meeting at 3:30 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

/jcd

**University Council Minutes  
October 1, 2001  
1045 Pamplin Hall, 3:00 p.m.**

**Present:** Charles Steger (Chair), Bob Bates, Jeb Stewart (for Erv Blythe), Mark McNamee, Greg Brown, Peter Eyre, Margie Zelinski (for Elizabeth Flanagan), Eileen Hitchingham, Bob Schubert (for Paul Knox), Kim O'Rourke, Len Peters, Joe Merola, Lisa Wilkes (for Minnis Ridenour), Terri Mitchell (for Ray Smoot), Rich Sorensen, Malcolm McPherson (for Bill Stephenson), Andy Swiger, Tom Tillar, Pat Hyer (for Susan Angle), Ed Fox, Ryan Hartman, Bob Hendricks, Marge Murray, Edd Sewell, Susan Sumner, Jeryl Jones, Charles Bostian (for Tim Pratt), Kamal Rojiani, Bob Tracy, Rebecca Crittenden, Pat Devens, Dan Dolan, Bernard Feldman, John Hillison, Philip Huang, Rodney Gaines, Kwaku Kankam (for Ashley Marshall), Randy Stith, Althea Aschmann, Delbert Jones, Linda Correll (for Jimmy Martin), Brandy Ellen Cowing, Melinda Pomeroy, M. D. King (for GSA), Gene Wu (for Nick Amico), Christina Coukos, Robert Kopera, Brian Montgomery, A. N. Smith (for Candace Wiltshire), Mike Martin (by phone)

**Absent:** Lanny Cross, Ben Dixon, Janet Johnson, Melvin Gillespie, Stephen Boyle, Mike Koechlein, Mark Barrow, Wayne Durham, Mitzi Vernon, Jack Davis, Suzanne Murrmann, Debbie Wilson

**Guests:** David Ford, Dwight Shelton, Rosemary Blieszner

Charles Steger, Chair, called the meeting to order. 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 September 17, 2001**

There were two changes noted to the minutes of the September 17 meeting. Joe Merola and Elizabeth Flanagan should have been listed as present at the meeting. Marge Murray requested a clarification with regard to the University Core Curriculum Committee. On page 4 of the minutes, it will be revised to say "The University Core Curriculum Committee which reports to the Commission on Undergraduate Studies and Policies is very close to completing the first review cycle for the Core. It is anticipated that UCCC will suggest some modifications in the Core as a result of the review." With the minutes adjusted accordingly, Dr. Steger noted that the minutes from the September 17, 2001, University Council meeting have been voted on as amended and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB (<http://intra.vt.edu/govern/>)

### **3. Ongoing Business**

#### **Council approved the following Commission minutes:**

- Commission on Faculty Affairs  
September 7, 2001
- Commission on Graduate Studies and Policies  
April 18, 2001
- Commission on Student Affairs  
September 6, 2001
- Commission on Undergraduate Studies and Policies  
September 10, 2001
- Commission on University Support  
April 9, 2001

### **4. Announcements**

Immediately following the University Council meeting, there is going to be a workshop for those who are interested in an overview of the University Governance System.

Rosemary Blieszner gave an update on the University Strategic Planning process.

Dr. Blieszner has been speaking before different groups on campus and is pleased to report that people are excited, enthusiastic, and working hard to make their own plans for their areas. Provost McNamee is sending out a letter to the faculty describing plans for ongoing and new academic initiatives and guidelines for aligning college plans with those initiatives. It will also describe how some unallocated funds will be invested this year. A brochure that contains the full strategic plan and goals chart is at press and will be distributed the end of October or the first of November. She encouraged the group to be sure to pay attention to the chart in the brochure. A video, *Virginia Tech 2010*, which takes a futuristic look at what the university might be like when we achieve our goal in 2010, is available. Dr. Blieszner is in the process of having the video catalogued in the library so it can be ordered from the alternative media center. When the video has a library catalog number, she will send it out so people can access it directly (the library has delivery service for videos). Someone asked if the video could be put on the WEB and Randy Stith indicated that could be done. Randy Stith produced the video that is about 10 minutes in length.

### **5. Discussion**

Dr. Steger announced that the State Council of Higher Education has a new chairman, Carl Kelly, Vice President of Oracle Corporation. Among Mr. Kelly's first actions was to declare his support for the base adequacy funding study. On October 17, there will be a day-long workshop involving SCHEV officials, Chairs

of the House and Senate money committees, and Dr. Steger and another university president, to develop the first draft of a vision statement for higher education in Virginia. This is the first time in recent history, 6 or 8 years, where the chairman of SCHEV has taken a positive advocacy role for higher education.

Dr. Steger is hopeful that funding for capital projects will be forthcoming. If authorized by the General Assembly, the College Building Authority will have in the neighborhood of \$300 to \$400 million to make available almost immediately for projects statewide. Additionally, it is expected that a referendum for a \$1 billion general obligation bond will go to the voters in November 2002. The new chemistry building is one of \$40 million worth of Virginia Tech capital projects, which have been authorized, but frozen. Drawings are complete for the chemistry building, and the project is ready to go to bid as soon as funds are released. Steger explained that there are two lists — one for the six-year capital plan, which adds up to hundreds of millions of dollars, and then a list of our immediate priorities, which has at the top the projects that were frozen.

Dr. Steger has been working jointly with the Virginia Business Higher Education Council, a group of business leaders from across the state who are very strong advocates for strengthening the funding for higher education. Faculty salary increases need to be kept in the forefront of this drive.

Someone asked how the General Assembly and state officials respond to Virginia Tech's goal to be in the top 30 or to become a more distinguished research university. Dr. Steger responded that they react enthusiastically. Both of the gubernatorial candidates realize that the future of the economy of the state is tied to having a highly educated workforce.

Another question was asked about the possibility of freezing undergraduate admissions or at least not admitting as many undergraduates and going with more graduates to get more research funding. Dr. Steger responded that this is a serious issue because Virginia will have 38,000 more students in the system by the end of the decade. Virginia Tech really does not want to reduce its undergraduate enrollment, but we currently have over 1,600 undergraduate in-state students for whom we get zero state appropriations. That translates into about \$9.6 million of base budget allocation per year. As a result, there are not enough faculty. The base adequacy study shows that Virginia Tech is short about 196 faculty positions. Exactly where the major faculty shortfalls occur has not been identified. Also, there are going to be a lot of retirements coming up in the next couple of years. Some departments will have 50 or 60 percent of their faculty eligible for retirement. Allocation of faculty positions is something that will have to be studied carefully.

In response to a question from Ed Fox, Dr. Steger suggested that the issue of security would come under the Commission on University Support (keeping in mind that Commissions are not responsible for resource decisions). Security has been increased across the University. Plain clothes and uniformed police have attended events. The Chief of Police would be happy to address that issue with the Commission.

## **6. Adjournment**

Dr. Steger adjourned the meeting at 3:25 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

/cba



**University Council Minutes  
October 15, 2001  
1045 Pamplin Hall, 3:00 p.m.**

**Present:** Mark McNamee (Presiding), Jeb Stewart (for Erv Blythe), Greg Brown, Lanny Cross, Ben Dixon, Peter Eyre, Margie Zelinski (for Elizabeth Flanagan), Mary Ann Lewis (for Janet Johnson), Paul Knox, Kim O'Rourke, Len Peters, Joe Merola, Minnis Ridenour, Terri Mitchell (for Ray Smoot), Rich Sorensen, Malcolm McPherson (for Bill Stephenson), Andy Swiger, Pat Hyer (for Susan Angle), Ed Fox, Ryan Hartman, Bob Hendricks, Marge Murray, Edd Sewell, Susan Sumner, Charles Bostian (for Tim Pratt), Kamal Rojiani, Bob Tracy, Rebecca Crittenden, Jack Davis, Pat Devens, Dan Dolan, Bernard Feldman, Suzanne Murrmann, Rodney Gaines, Kwaku Kankam (for Ashley Marshall), Randy Stith, Althea Aschmann, Delbert Jones, Jimmy Martin, Lesley Colby (for Brandy Ellen Cowing), Melinda Pomeroy, M. D. King (for GSA), Rachel Luken (for Nick Amico), Christina Coukos, Robert Kopera, Brian Montgomery, Clayton Smith (for Candace Wiltshire)

**Absent:** Charles Steger, Eileen Hitchingham, Bob Bates, Melvin Gillespie, Tom Tillar, Stephen Boyle, Mike Koechlein, Mark Barrow, Wayne Durham, Jeryl Jones, Mitzi Vernon, John Hillison, Philip Huang, Mike Martin, Debbie Wilson

**Guests:** Marquea D. King (GSA), Susan Saunders (SGA), David Ford, Dwight Shelton

Mark McNamee presided over the meeting in the absence of Charles Steger, Chair. 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 October 1, 2001**

Dr. McNamee noted that the minutes from the October 1, 2001, University Council meeting have been voted on and approved electronically. Minor corrections were made with regard to spelling and attendance. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB (<http://intra.vt.edu/govern/>)

**3. Ongoing Business**

**Council accepted the following Commission minutes:**

- Commission on Classified Staff Affairs  
May 17, 2001

- Commission on Research  
September 12, 2001

A question was asked about information contained in the Commission on Research minutes regarding when the Intellectual Property Policy would be forwarded to University Council. Bob Hendricks, Chair of the COR, responded that originally the Commission had hoped to bring the IP Policy to University Council by the end of this semester. However, serious issues have been raised by both the Engineering Faculty Organization (EFO) and Faculty Senate. The Commission will hear a report from the EFO next week. The Faculty Senate will report to the Commission at the last meeting in November. The Commission will then begin to revise the current draft of the policy. The revised policy should be ready for review by the Faculty Senate and other organizations in early spring semester.

- Commission on Student Affairs  
September 20, 2001

Dr. McNamee commended Ryan Hartman, Chair of the Commission on Student Affairs, for a commentary that he wrote for the *Roanoke Times*, which was published in the editorial section on October 15.

- Commission on Undergraduate Studies and Policies  
September 24, 2001
- Commission on University Support  
September 27, 2001

#### 4. **Announcements**

Dr. McNamee announced that on October 11, 2001 Governor Gilmore released funds for the construction of the new Chemistry and Physics building. The University is in the process of putting the project out for bid. It is hoped that construction will begin as soon as possible.

Randy Stith announced that the Strategic Planning video should be available on the web by the end of the day.

Ben Dixon announced that copies of the Diversity Strategic Plan, *The Faces of Change*, are available from the Office of Multicultural Affairs upon request. The plan should also be available on the web in the near future.

Ed Fox, Chair of the Commission on University Support (CUS), announced that CUS has discussed the topic of security. Other Commissions that wish to be involved with this topic may contact him.

**5. Adjournment**

Dr. McNamee adjourned the meeting at 3:10 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

/jcd

**University Council Minutes  
November 5, 2001  
1045 Pamplin Hall, 3:00 p.m.**

**Present:** Mark McNamee (Presiding), Dennis Cochrane (for Bob Bates), Jeb Stewart (for Erv Blythe), Lanny Cross, Ben Dixon, Peter Eyre, Margie Zelinski (for Elizabeth Flanagan), Eileen Hitchingham, Janet Johnson, Max Stephenson (for Paul Knox), Kim O'Rourke, John Eaton (for Joe Merola), Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Hap Bonham (for Rich Sorensen), Malcolm McPherson (for Bill Stephenson), Andy Swiger, Tom Tillar, Pat Hyer (for Susan Angle), Ed Fox, Ryan Hartman, Bob Hendricks, Marge Murray, Edd Sewell, Susan Sumner, Charles Bostian (for Tim Pratt), Kamal Rojiani, Helen Crawford (for Bob Tracy), Mitzi Vernon, Rebecca Crittenden, Pat Devens, John Hillison, Philip Huang, Suzanne Murrmann, Rodney Gaines, Kwaku Kankam (for Ashley Marshall), Mike Martin (by phone), Randy Stith, Althea Aschmann, Debbie Wilson, Delbert Jones, Jimmy Martin, Brandy Ellen Cowing, Melinda Pomeroy, Christina Coukos, Robert Kopera, Rachel Luken, Brian Montgomery, Susan Saunders

**Absent:** Charles Steger, Greg Brown, Len Peters, Melvin Gillespie, Stephen Boyle, Mike Koechlein, Mark Barrow, Wayne Durham, Jeryl Jones, Jack Davis, Dan Dolan, Bernard Feldman, Marquee King, Clayton Smith

**Guests:** David Ford, Dwight Shelton

Mark McNamee presided over the meeting in the absence of Charles Steger, Chair. The meeting was called 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 October 1, 2001**

Dr. McNamee noted that the minutes from the October 15, 2001, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB (<http://intra.vt.edu/govern/>)

**3. New Business**

**First Reading**

**Commission on Research Resolution 2001-2002A  
Resolution Regarding Faculty Handbook Revisions for Special Research Faculty**

Bob Hendricks introduced the resolution for first reading and called on Pat Hyer to give a brief overview.

Special research faculty ranks include: research associate, senior research associate, research scientist, senior research scientist, post doctoral associate, research assistant professor, research associate professor, research professor; project associate, senior project associate and project director. Most special research faculty are funded on sponsored research and projects. There are approximately 350-450 of these employees on campus. The number of special research faculty is expected to rise in the future to accommodate the increasing amount of research done at the university.

A committee was charged with the task of reviewing employment policies and procedures for this group of employees a few years ago. Following are some of the steps that have been taken thus far: moving the date of their merit adjustment to November 25 so they would part of the annual raise process for all faculty members; developing a new policy to allow more permanent appointments for those who are funded in centers that have diversified and stable funding; and most recently, a set of ranks was established for project associate, senior project associate and project director.

This resolution represents another step in the revision process to bring the personnel policies up to date. Not all of the information presented in this resolution is new; however, some of the language has been revised to more appropriately address issues dealing with special research faculty. Dr. Hyer outlined the revised text for the Faculty Handbook for Special Research Faculty. She noted that the highlighted text represents new or changed information and that specific sections require approval by University Council as well as the Board of Visitors because they include changes in employment policies.

The committee has proposed the following changes:

- Section 2.2: Institute searches for research faculty members (this has not been done systematically before). This refers to expedited searches in which the principal investigator and others who want to hire research faculty would have to post the job on the university job site for 10 calendar days. This is a procedural matter rather than a policy matter. This will help to make sure that applicants know about the availability of jobs in a more formal way and would give principal investigators more candidates from which to choose. It would also allow our employees who are working on a project that ends to move to another project at the university. This helps fulfill our obligation to do open searches.
- Section 2.3 and 2.3.1: Terms of appointment are not new. Most of these people are on a restricted appointment. That is, their source of funding is uncertain (the revenue for the university may have a limited life). Appointments are restricted and continued employment depends on availability of funding, the need for services, and satisfactory performance.
- Section 2.3.1.2: The section on Multi-Year Restricted Appointments is new. Special research faculty members who are working on a multi-year grant or multiple grants may be appointed, or reappointed, for up to three years. This may be beneficial for attracting a faculty member from out-of-

state. This is considered a policy change and approval by the Board of Visitors is required to implement this change.

- Section 2.4: This section contains new language for the handbook. In general, special research faculty have calendar-year (12 month) appointments; however, under certain conditions it may be appropriate to have a special research faculty member under an academic-year appointment (9 months).

Ray Smoot pointed out that the word "hours" was omitted from the last sentence of the first paragraph. The sentence should read: [Faculty members on AY RESTRICTED appointments earn and accrue sick leave at the rate of five hours per pay period during the academic year; those on REGULAR appointments are entitled to 1040 hours of paid sick leave upon employment.]

- Sections 2.6, 2.7 and 2.8: These sections discuss annual evaluations, merit and special adjustments and reappointments for special research faculty. This is not a change in policy but these issues are not currently addressed in the faculty handbook.
- Section 2.9.4: The section concerning termination of appointment has been rewritten but there is no change in the notice period. The section addresses situations where a sponsor terminates funding before the end of a contract, or directs a change in the research program and the services of an employee are no longer needed.
- Section 2.10: This is an addition to the faculty handbook stating that special research faculty members are expected to give 30 days notice of their intent to resign if they intend to leave prior to the end of their contract period.
- Section 2.11: This section is new. It deals with contributions to the instructional program by research faculty. Although the primary responsibility of research faculty is to conduct research, there are occasions where the university and its instructional programs may benefit from the occasional participation of research faculty. Research faculty members are limited to teaching one (3-credit) course per academic year, or no more than two courses in a two-year period. The principal investigator/supervisor, department head, and dean must approve exceptions.

Dr. Hyer answered questions from the audience and invited anyone who has additional questions to contact her via email ([hyerp@vt.edu](mailto:hyerp@vt.edu)). The resolution will be on the agenda for the next University Council meeting.

#### **4. Ongoing Business**

##### **Council accepted the following Commission minutes:**

- Commission on Administrative and Professional Faculty Affairs  
September 20, 2001
- Commission on Faculty Affairs  
October 5, 2001
- Commission on Graduate Studies and Policies  
September 19, 2001  
October 3, 2001
- Commission on Research  
September 26, 2001  
October 10, 2001
- Commission on Student Affairs  
October 4, 2001
- Commission on Undergraduate Studies and Policies  
October 8, 2001
- Commission on University Support  
May 14, 2001

#### **5. Adjournment**

Dr. McNamee adjourned the meeting at 3:25 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

/jcd

**University Council Minutes  
December 3, 2001  
1045 Pamplin Hall, 3:00 p.m.**

**Present:** Charles Steger (Presiding), Dennis Cochrane (for Bob Bates), Jeb Stewart (for Erv Blythe), Mark McNamee, Greg Brown, Lanny Cross, Ben Dixon, Margie Zelinski (for Elizabeth Flanagan), Eileen Hitchingham, Janet Johnson, Kim O'Rourke, Len Peters, Joe Merola, Ray Smoot, Hap Bonham (for Rich Sorensen), Malcolm McPherson (for Bill Stephenson), Andy Swiger, Tom Tillar, Pat Hyer (for Susan Angle), Ruth Alscher (for Stephen Boyle), Alan Armstrong (for Ed Fox), Ryan Hartman, Bob Hendricks, Marge Murray, Edd Sewell, Susan Sumner, Jeryl Jones, Charles Bostian (for Tim Pratt), Kamal Rojiani, Bob Tracy, Mitzi Vernon, Rebecca Crittenden, Jack Davis, Pat Devens, John Hillison, Philip Huang, Suzanne Murrmann, Rodney Gaines, Kwaku Kankam, Brenda Hendricks (for Althea Aschmann), Delbert Jones, Jimmy Martin, Brandy Ellen Cowing, Marquea King, Melinda Pomeroy, Christina Coukos, Rachel Luken, Brian Montgomery, Susan Saunders, Clayton Smith

**Absent:** Peter Eyre, Paul Knox, Melvin Gillespie, Minnis Ridenour, Mike Koechlein, Mark Barrow, Wayne Durham, Dan Dolan, Bernard Feldman, Mike Martin, Randy Stith, Debbie Wilson, Robert Kopera,

**Guests:** David Ford, Gunnar Lucko, Dwight Shelton

Charles Steger, Chair, called the meeting to order at 3:05 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 October 1, 2001**

Dr. Steger noted that the minutes from the November 5, 2001, University Council meeting have been voted on and approved electronically. Once voted upon, University Council minutes can be publicly accessed on the Governance Information System on the WEB (<http://intra.vt.edu/govern/>)

**3. New Business**

**First Reading**

**Commission on Student Affairs Resolution 2001-2002A**  
Resolution Supporting International Outreach Programming

Ryan Hartman, Chair of the Commission on Student Affairs, introduced the resolution for first reading. CSA is seeking University Council support for the resolution. The Commission on Student Affairs feels that programming including an annual student-oriented focus on a specific region of the world, opportunities for cross-cultural learning and an outreach to student organizations on international cultural matters would provide exceptional benefits to the Virginia



Tech community by providing a peaceful, tolerant campus, and would also be in pursuance of goals in the Strategic Plan.

When questioned about what body would be in charge of the programs, Mr. Hartman responded that CSA has not determined the specifics of the programs. A CSA committee will approach various international organizations that might be interested in doing this type of programming and bring them together.

### **First Reading**

#### **Commission on Student Affairs Resolution 20001-2002B**

##### Resolution Creating the Extended Campus Student Organization

Ryan Hartman, Chair of the Commission on Student Affairs, introduced the resolution for first reading. There is currently no mechanism for establishing student organizations at extended campus centers. Mr. Hartman and Gunnar Lucko, Graduate Student Representative to the Board of Visitors, contacted the directors of every extended campus center in Virginia. All of the directors expressed a willingness to help in implementing the registration process at the centers. The Office of Student Activities has agreed to provide the same general advising to the extended campus organizations that they provide to the main campus organizations.

The purpose of the resolution is to initiate a registration process for extended campus student organizations that would provide legitimacy to the organizations. The student organizations would also receive benefits from the centers such as the ability to reserve rooms, have mailboxes, advertise and participate in activities on Virginia Tech extended campuses.

Funding for main campus organizations comes from student activity fees. Extended campus students do not pay student activity fees and would not be able to request funding from the Student Budget Board. However, students on extended campuses would receive benefits outside of funding. Instituting a student activity fee for extended campus students may be a possibility in the future.

Joe Merola spoke in support of the resolution. He stated that Stephanie Scheer, the previous Graduate Student Representative to the Board of Visitors, and Gunnar Lucko have done a tremendous job of visiting the extended campuses to ensure that these graduate students are a part of the graduate student community at Virginia Tech. This resolution is an important part of continuing these efforts.

#### 4. Ongoing Business

##### Second Reading

##### **Commission on Research Resolution 2001-2002A Resolution Regarding Faculty Handbook Revisions for Special Research Faculty**

Bob Hendricks, Chair of the Commission on Research, introduced the resolution for second reading. A University Council member expressed a concern about section 2.9.4 of the Faculty Handbook titled "Termination of Appointment." He stated that the language contained in this section of the handbook might not attract the quality personnel we desire to fill research positions. It states that faculty on restricted appointments can be terminated on 30 days' notice in the case where there are insufficient funds or no further need for services.

Pat Hyer responded by saying that if a center or research group could afford to continue an employee contract in the event of a change, they would do so. This provision in the handbook protects the university financially. This is a realistic response to the fact that the sources of funding for sponsored research are not certain. The terms of contract for a restricted faculty appointment states that a restricted appointment is contingent, even during its first year, upon continuation of funding.

Dr. Hendricks noted that this section of the handbook only applies in the event that the sponsor cancels or changes the scope of the contract. Dr. Hendricks added that this is needed because in the changing environment, the university is expected to do more business with small, high-tech start-ups. This helps protect the university from financial hardships.

Len Peters stated that most of the university's sponsored research agreements have a 90-day termination clause by which either the university or the sponsoring agency can terminate the employee. There is rarely a financial penalty clause.

Edd Sewell asked for clarification about whether this section pertains specifically to restricted faculty. Pat Hyer confirmed that this is the case. Dr. Sewell suggested that the title of the section be changed to read "Termination of Appointment of Restricted Faculty." Dr. Hyer and Dr. Hendricks accepted the suggestion by Dr. Sewell as a friendly amendment. Dr. Hyer will review the section again and make an appropriate recommendation for change before the resolution is sent to the Board of Visitors for approval. There may be a need to add another sentence that makes a reference to the prior period of notice if a faculty member is on regular appointment.

In response to a question, Dr. Hyer noted that other research institutions were contacted for information about standard clauses in employment contracts for restricted research faculty. The limited number of institutions with policies about research faculty included this kind of language in their policies.

A motion was made to approve the resolution. A friendly amendment was accepted to change the title of section 2.9.4 to include language that indicated

that the section referred to restricted faculty. The motion was seconded and passed unanimously.

**Council accepted the following Commission minutes:**

- Commission on Faculty Affairs  
October 19, 2001
- Commission on Graduate Studies and Policies  
October 17, 2001
- Commission on Outreach  
September 6, 2001
- Commission on Student Affairs  
October 18, 2001  
November 1, 2001
- Commission on Undergraduate Studies and Policies  
October 22, 2001

Note: Commission on Research minutes from the October 24, 2001, meeting were withdrawn. The minutes will be revised and resubmitted to University Council at a later meeting.

**5. For Information Only**

Minutes of University Advisory Council on Strategic Budgeting and Planning  
October 11, 2001

**6. Announcements**

Dr. Steger commented that there is no truth to the rumor that no salary reductions are planned as a result of the state budget shortfall. The university is looking at different ways to deal with potential budget problems. In fact, administrators are working very hard to try to find a way to facilitate a salary increase, even though it may be modest.

**7. Adjournment**

Dr. Steger adjourned the meeting at 3:25 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

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**University Council Minutes  
February 4, 2002  
1045 Pamplin Hall, 3:00 p.m.**

**Present:** Charles Steger (Presiding), Dennis Cochrane (for Laynam Chang), Jeb Stewart (for Erv Blythe), Mark McNamee, Lanny Cross, Ben Dixon, Peter Eyre, Elizabeth Flanagan, Eileen Hitchingham, Janet Johnson, Kim O'Rourke, James Blair (for Len Peters), Joe Merola, Lisa Wilkes (for Minnis Ridenour), Ray Smoot, Rich Sorensen, Malcolm McPherson, Pat Hyer (for Susan Angle), Ed Fox, Ryan Hartman, Bob Hendricks, Marge Murray, Eric Pappas (for Susan Sumner), Jeryl Jones, Tim Pratt, Kamal Rojiani, Mitzi Vernon, Rebecca Crittenden, Pat Devens, Dan Dolan, Bernard Feldman, Philip Huang, Suzanne Murrmann, Mike Martin, Randy Stith, Delbert Jones, Jimmy Martin, Sharonda Meade (for Melinda Pomeroy), Anne Klein (for Christina Coukos), Robert Kopera, Rachel Luken, Brian Montgomery, Susan Saunders, Ross Amico (for Clayton Smith)

**Absent:** Gregory Brown, Paul Knox, Melvin Gillespie, Andy Swiger, Tom Tillar, Stephen Boyle, Mike Koechlein, Ed Sewell, Mark Barrow, Wayne Durham, Bob Tracy, Jack Davis, John Hillison, Rodney Gaines, Kwaku Kankam, Althea Aschmann, Debbie Wilson, Brandy Ellen Cowing, Marquea King

**Guests:** David Ford, Gunnar Lucko, Kim Beisecker, Marissa Pugh, Dwight Shelton, Victoria Clayton, Kay Heidbreder

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

**1. Adoption of Agenda**

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

**2. Announcement of approval and posting of minutes of December 3, 2001.**

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

**3. New Business**

**First Reading**

**Commission on Graduate Studies and Policies, Resolution 2001-2002A**  
Resolution for Establishment of the Virginia Tech-Wake Forest University School of Biomedical Engineering and Sciences (SBES)

Elaine Scott, Director of the Center for Biomedical Engineering, introduced the resolution for first reading. Dr. Scott gave a brief history of the origination of the idea for the school, stated who is involved, presented its mission statement, foreseeable benefits, organizational structure, budget, academic degree programs, research focus areas, and requirements for its PhD program.

When questioned about collaborating with other colleges and departments within the University on this project, specifically Arts and Sciences, Dr. Scott replied that as soon as this project gains approval, other departments and colleges will be brought on board.

Peter Eyre expressed his concern about this program possibly being a duplicate of a similar program at the University of Virginia. However, it was discussed, that SBES Would really have a different focus and not duplicate UVA's program.

Malcolm McPherson added that NIH funding would improve our position.

Note: An 11-page summary of the SBES proposal was provided to council members. Anyone wishing to obtain a copy of the full 35-page proposal should contact Dr. Scott. ([scottep@vt.edu](mailto:scottep@vt.edu))

#### **4. Ongoing Business**

##### **Second Reading**

##### **Commission on Student Affairs, Resolution 2001-2002A Resolution Supporting International Outreach Programming**

A motion was made to review this resolution for the second time. This was seconded. Pat Hyer presented a friendly amendment to the resolution changing the word "including" to "such as" in the last paragraph. A motion was made for approval. The motion was seconded and approved by unanimous vote.

##### **Second Reading**

##### **Commission on Student Affairs, Resolution 2001-2002B Resolution Creating the Extended Campus Student Organization**

A motion was made for approval. The motion was seconded and approved by unanimous vote.

##### **Council accepted the following Commission minutes:**

- Commission on Administrative and Faculty Affairs  
November 29, 2001
- Commission on Classified Staff Affairs  
November 30, 2001
- Commission on Graduate Studies and Policies  
November 7, 2001  
December 5, 2001
- Commission on Outreach  
November 8, 2001

- Commission on Research  
October 24, 2001 (revised)  
November 14, 2001  
November 28, 2001  
December 12, 2001
- Commission on Student Affairs  
November 15, 2001  
November 29, 2001
- Commission on Undergraduate Studies and Policies  
November 26, 2001  
December 10, 2001 (amended to include that the November 26, 2001 minutes were approved)
- Commission on University Support  
October 25, 2001  
November 29, 2001

#### **5. For Information Only**

Minutes of University Advisory Council on Strategic Budgeting and Planning  
November 8, 2001  
November 29, 2001  
December 21, 2001

#### **6. Announcements**

#### **7. Adjournment**

Dr. Steger adjourned the meeting at 3:25 p.m.

#### **8. Presentation**

Intellection Property Policy presented by Bob Hendricks, Kay Heidbreder, Jim Blair, Mike Martin, and Carol Robertson.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

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**University Council Minutes**  
**February 18, 2002**  
**1045 Pamplin Hall, 3:00 p.m.**

**Present:** Mark McNamee (Presiding), Dennis Cochrane (for Laynam Chang), Jeb Stewart (for Erv Blythe), Landrum Cross, Peter Eyre, Elizabeth Flanagan, Eileen Hitchingham, Janet Johnson, Kim O'Rourke, Len Peters, Joseph Merola, Terri Mitchell (for Ray Smoot), Richard Sorensen, Andy Swiger, Ed Fox, Ryan Hartman, Bob Hendricks, Mike, Koechlein, Marge Murray, Susan Sumner, Jeryl Jones, Tim Pratt, Kamal Rojiani, Bob Tracy, Rebecca Crittenden, John Hillison, Philip Huang, Suzanne Murrmann, Victoria Clayton (for Kwaku Kankam), Randy Stith, Althea Aschmann, Debbie Wilson, Delbert Jones, Jimmy Martin, James Keonam (for Brandy Ellen Dowing), Marquea King, Sharonda Meade (for Melinda Pomeroy), Christina Coukos, Robert Kopera, Rachel Luken, Susan Saunders, Ross Amico

**Absent:** Charles Steger, Gregory Brown, Ben Dixon, Paul Knox, Melvin Gillespie, Minnis Ridenour, Bill Stephenson, Tom Tillar, Susan Angle, Stephen Boyle, Edd Sewell, Mark Barrow, Wayne Durham, Mitzi Vernon, Jack Davis, Pat Devens, Dan Dolan, Bernard Feldman, Rodney Gaines, Mike Martin, Rachel Luken, Pat Hyer

**Guests:** David Ford, Dwight Shelton, Elaine Scott

Mark McNamee 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 January 4, 2001.**

Dr. McNamee noted that these minutes have been voted on and approved electronically and can be publicly accessed on the Governance Information System on the WEB (<http://intra.vt.edu/govern/>)

**3. New Business**

**No new Business**

Dr. McNamee reminded everyone that the first meeting in March is cancelled because of Spring break, and the March 18 meeting is cancelled because of scheduling conflicts with the Board of Visitors. Therefore, the next meeting will be April 1. For those that have business to bring forth for first reading, this will need to be done no later than the April 15 meeting.

#### **4. Ongoing Business**

##### **Second Reading**

##### **Commission on Graduate Studies and Policies, Resolution 2001-2002A**

Resolution for Establishment of the Virginia Tech-Wake Forest University School of Biomedical Engineering and Sciences (SBES)

A motion was made for approval. The motion was seconded and approved by unanimous vote.

##### **Council accepted the following Commission minutes:**

- Commission on Graduate Studies and Policies  
January 16, 2002
- Commission on Outreach  
January 23, 2002
- Commission on Student Affairs  
January 24, 2002
- Commission on Undergraduate Studies and Policies  
January 28, 2002

#### **5. Announcements**

There will be a forum on February 19 at noon in the Donaldson Brown Auditorium that will be co-hosted by Provost McNamee and Executive Vice President Minnis Ridenour to talk about the budget situation and the implications for Virginia Tech in terms of finances and the effects on academic programs. There will be very brief presentations followed by a question-and-answer period. This is not an official public meeting and therefore will not be covered by the press; however, information will be broadcast to several remote campus locations.

#### **6. Adjournment**

Dr. McNamee adjourned the meeting at 3:10 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

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**University Council Minutes**  
**April 15, 2002**  
**1045 Pamplin Hall, 3:00 p.m.**

**Present:** Charles Steger and Minnis Ridenour (Presiding), Jeb Stewart (for Earving Blythe), Dennis Cochrane (for Lay Nam Chang), Landrum Cross, Ben Dixon, Margaret Zelinski (for Elizabeth Flanagan), Max Stephenson (for Paul Knox), Malcolm McPherson, Roger Avery (for Joseph Merola), Kim O'Rourke, Leonard Peters, Ray Smoot, Richard Sorensen, John Crunkilton (for Andy Swiger), Tom Tillar, Pat Hyer for Susan Angle, Stephen Boyle, Alan Armstrong (for Ed Fox), Ryan Hartman, Donald Hatfield (for Marge Murray), Edd Sewell, Susan Sumner, Jeryl Jones, Tim Pratt, Kamal Rojiani, Leon Geyer (for Wayne Durham), Bob Tracy, Mitzi Vernon, Rebecca Crittenden, Jack Davis, Pat Devens, Bernard Feldman, John Hillison, Philip Huang, Suzanne Murrman, Delbert Jones, Randy Stith, Marquee King, Robert Kopera, Rachel Luken, Brian Montgomery, Christina Coukos, Susan Saunders

**Absent:** Peter Eyre, Melvin Gillespie, Eileen Hitchingham, Janet Johnson, Mark McNamee, Susan Angle, Bob Hendricks, Mike Koechlein, Mark Barrow, Wayne Durham, Dan Dolan, Althea Aschmann, Rodney Gaines, Kwaku Kankam, Jimmy Martin, Debbie Wilson, Brandy Ellen Cowing, Sharonda Meade, Clayton Smith

**Guests:** Jennifer Calhoun for Judicial Affairs/Student Affairs, Linwood Blizzard II for Black Organizations Council, Ellen Plummer for EOAA, Larry Moore for MAOP, and Teresa Wright (recorder).

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

**1. Adoption of Agenda**

A motion was made and seconded to adopt the agenda with a change to the presentation order of resolutions. University Council Resolution UC2001-02A was moved to the top of the agenda, as Dr. Steger can preside over the meeting only until 4:00 p.m., at which time Mr. Ridenour will preside over the remainder of the meeting. The motion carried.

**2. Announcement of approval and posting of minutes of February 18, 2001.**

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

**3. New Business**

**University Council**

Resolution UC2001-02A

Resolution to Amend the University Council Constitution to Establish a Commission on Equal Opportunity and Diversity

Ben Dixon, Vice President for Multicultural Affairs and Ellen Plummer, Director of the Women's Center and Chair of EO/AA Committee introduced the resolution for first reading. Two supporting documents were distributed, one providing additional background, and the second providing the rationale for the proposed commission.

Faculty, staff and student members of both the EO/AA committee and the Advisory Council on Diversity and Multicultural Affairs have worked to help advance the goals of the University's Strategic Plan and the Diversity Plan. Diversity and Community are significant components of each of the four Strategic Goal Domains of the University's Strategic Plan: Research and Scholarship, Graduate Education, Undergraduate Education, and Outreach. The University Diversity Strategic Plan outlines five Strategic

Goals: increasing the diversity of faculty, students, and staff; improving the university climate; implementing a comprehensive diversity education and training program; developing recognition, accountability and responsibility systems on issues of diversity; and developing internal and external collaborations and partnerships aimed at extending diversity and multicultural education.

There is no official body in this university that has the overall responsibility to monitor the implementation of that plan. It is inappropriate for that plan to be monitored by an advisory status group. And therefore, one of the major responsibilities of the proposed commission would be to monitor our responsibilities with respect to that University plan.

The joint steering committee that developed the original proposal is taking a look at the version of proposal presented at this meeting (which had been the version passed by the Faculty Senate) with respect to membership and may come forward with an amendment in the second reading that will respond to some of the issues raised in the first reading. There may be other committees, both student and faculty, that are considering proposals to amend membership to this commission.

If you are planning to bring forth an amendment, this should be done by sending an e-mail note to Kim O'Rourke ([orourkek@vt.edu](mailto:orourkek@vt.edu)) a week before May 6 in order to be circulated and considered by Council members. A motion for the new commission will occur on May 6 and the floor will be opened for debate. Amendments must be introduced and voted on separately before a vote on the complete resolution. The Senates must approve University Council constitutional amendments before they are voted upon at University Council. The Faculty Senate passed the resolution brought today; the Staff Senate will vote on the resolution on April 18. The EOAA Committee and the Advisory Council on Diversity and Multicultural Affairs consent to their dissolution in this resolution.

There was lengthy discussion of the pros and cons of the proposed commission.

The second reading and vote will be on May 6 (last scheduled University Council meeting). The University Council constitution does not permit items to be carried from one academic year to the next. Amendments to the constitution of University Council require a 2/3 affirmative vote of all University Council members. There are 63 official members; there must be 42 affirmative votes in order to amend the council constitution. Members not eligible to vote are: President and Secretary of the Council.

At this point, Dr. Steger had to leave the meeting due to an unavoidable schedule conflict and Mr. Ridenour chaired the remainder of the meeting.

### **Commission on Faculty Affairs**

Resolution CFA2001-02A

Resolution Concerning Length of Appointment for Faculty Representatives on the University Committees on Promotion and Tenure/Continued Appointment

Edd Sewell presented the resolution that seeks to increase the length of terms members serve on the committee. Two-year terms grant sufficient time to learn, but members rotate off before they are able to feel comfortable as full participants in the process. The current term is two years, and a three-year term is being proposed.

### **Commission on Faculty Affairs**

Resolution CFA2001-02B

Resolution Concerning Promotion from Associate Professor to Professor

The Commission is recommending that language in the Faculty Handbook clarify that promotion to full professor requires excellence in TWO aspects of the university's mission, which has been the general practice even though it is not stated that way in the Handbook.

In addition, one of the two areas would now be research/scholarship/creative achievement in keeping with the university's ambitions of increasing its stature and recognition as a research university. A new paragraph would be added to the Handbook to make these points:

***The university's mission and commitment as a major research institution requires high accomplishment for promotion to professor. Faculty members must demonstrate excellence in two of the three aspects of the university's mission, one of which must be research, scholarship or creative achievement broadly defined as appropriate for the various disciplines, and reflecting the faculty member's assignment. Promotion to the rank of professor is contingent upon national or international recognition as an outstanding scholar and educator.***

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

Resolution CGSP2001-02B

Resolution for M.S. in Agricultural and Extension Education

Dr. Hillison presented the resolution. There has been a need for a M.S. program for many years. The primary clientele will be Virginia extension agents and agriculture education teachers. Extension agents who are hired without a Masters degree have only six years in which to complete an M.S. program. The need for distance-delivered learning is great because extension agents are spread across the state and are unable to enroll in a campus-based program while they are working. There are currently three courses being taught, and it is anticipated that there will be approximately twelve courses offered over the web or in other distance learning formats in a year.

#### **Commission on Student Affairs**

Resolution CSA2001-02C

Resolution for Observance of the Martin Luther King, Jr. Holiday

Ryan Hartman introduced this resolution and noted that the Martin Luther King, Jr. holiday isn't confined to the celebration of the life of just one person, but recognizes the struggle that exists for equality here and around the world. This holiday is set apart from others in its importance, considering the amount of programming, discussions on equality, and events dealing with adversity, racism, and equality that occur.

The Student Government Association and the Commission on Student Affairs feel this holiday stands apart from the others in its importance in the University community. The Commission on Student Affairs obtained endorsement of the resolution by the Committee on Academic Support and the Commission on Undergraduate Studies and Policies before bringing it to the University Council. There was considerable discussion as to whether administrative issues dealing with programming and scheduling of the university calendar can be resolved in time to make necessary adjustments and for departments to plan accordingly. The resolution would go into effect for the academic year 2005-06 if it were passed.

There was also discussion of the potential impact that not approving the resolution could have on student/faculty recruitment and retention.

#### **Commission on Student Affairs**

Resolution CSA2001-02D

Resolution for Changes to University Policies for Student Life

There are three policy changes recommended by the Office of Judicial Affairs and approved by the Commission on Student Affairs, dealing with:

1. Record Retention Policy for disciplinary records
2. Misuse of ID Cards Policy
3. Advertising on Campus: Prohibiting Literature from Being Slipped Under the Doors of Residence Hall Rooms

**Commission on Student Affairs**

Resolution CSA2001-02E

Resolution to Amend the Student Government Association Constitution

Ryan Hartman presented amendments to the Student Government Association constitution resolutions. There were neither questions nor discussion. Note: The Student Government Association constitution requires approval by two-thirds of University Council for any constitutional amendments.

**Commission on Undergraduate Studies and Policies**

Resolution CUSP2001-02A

Resolution Clarifying the University Core Curriculum Writing Intensive (WI) Requirement

Donald Hatfield presented resolution. There were neither questions nor discussion.

**4. Ongoing Business****Council accepted the following Commission minutes:**

- Commission on Administrative and Professional Faculty Affairs  
February 14, 2002  
March 21, 2002
- Commission on Faculty Affairs  
January 18, 2002  
February 1, 2002  
March 15, 2002
- Commission on Classified Staff Affairs  
January 25, 2002
- Commission on Graduate Studies and Policies  
February 6, 2002  
February 20, 2002  
March 20, 2002
- Commission on Outreach  
March 14, 2002
- Commission on Research  
January 23, 2002  
March 27, 2002
- Commission on Student Affairs  
February 7, 2002  
February 21, 2002  
March 14, 2002
- Commission on Undergraduate Studies and Policies  
February 11, 2002  
February 25, 2002  
March 11, 2002  
March 25, 2002
- Commission on University Support  
January 17, 2002  
February 14, 2002

March 14, 2002

**5. For Information Only**

Minutes of University Advisory Council on Strategic Budgeting and Planning:

January 24, 2002

February 28, 2002

March 13, 2002

**6. Announcements**

**\*\*IMPORTANT\*\***

**ALL** University Council Members are asked to be present at the May 6, 2002, meeting to vote on an amendment to the Council Constitution creating a new Commission on Equal Opportunity and Diversity. If you will not be able to attend, please send a substitute who can vote on your behalf.

A two-thirds affirmative vote of University Council membership is required to amend the University Council constitution and also to amend the Student Government Association Constitution.

**7. Adjournment**

There being no further business, Mr. Ridenour adjourned the meeting at 4:40 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

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**University Council Minutes**  
**May 6, 2002**  
**2030 Pamplin Hall, 3:00 p.m.**

**Present:** Charles Steger (Presiding), Jeb Stewart for Earving Blythe, Gregory Brown, George Crofts for Lay Nam Chang, Edward Spencer for Landrum Cross, Ben Dixon, Peter Eyre, Margaret Zelinski for Elizabeth Flanagan, Melvin Gillespie, Eileen Hitchingham, Janet Johnson, Max Stephenson for Paul Knox, Mark McNamee, Malcolm McPherson, Joseph Merola, Kim O'Rourke, Leonard Peters, Lisa Wilkes for Minnis Ridenour, Richard Sorensen, Tom Tillar, Pat Hyer for Susan Angle, Stephen Boyle, Ed Fox, Ryan Hartman, Bob Hendricks, Linda Correll for Michael Koechlein, Marge Murray, Edd Sewell, Leon Guyer for Wayne Durham, Jeryl Jones, Bob Tracy, Mitzi Vernon, Jack Davis, John Hillison, Philip Huang, Suzanne Murrmann, Althea Aschmann, Delbert Jones, Kwaku Kankam, Jimmy Martin, Mike Martin, Randy Stith, Debbie Wilson, Christina Coukos, A. Klein for Robert Kopera, Rachel Luken, Brian Montgomery, Andrew Jayne for Susan Saunders, Ross Amico for Clayton Smith Susan

**Absent:** Andy Swiger, Susan Sumner, Mark Barrow, Tim Pratt, Kamal Rojiani, Rebecca Crittenden, Pat Devens, Dan Dolan, Bernard Feldman, Rodney Gaines, Brandy Ellen Cowing, Marqueea King, Sharonda Meade

**Guests:** Dwight Shelton, Vice President for Budget and Financial Management; Barbara Pendergrass, Dean of Students; Jennifer Calhoun; Ellen Plummer for EOAA, Larry Moore for MAOP, and Teresa Wright (recorder).

Dr. Steger called the meeting to order at 3:10 p.m. A quorum was present.

**1. Adoption of Agenda**

A motion was made and seconded to adopt the agenda with a change to approve Commission minutes before the presentation of resolutions for second reading.

**2. Announcement of approval and posting of minutes of April 15, 2001.**

Pat Hyer clarified change in minutes to Resolution for Promotion to Professor. Dr. Steger noted that these minutes have been voted on and approved electronically and can be publicly accessed on the Governance Information System on the WEB (<http://intra.vt.edu/govern/>)

**3. New Business**

There was no new business

**4. Ongoing Business**

**Second Reading**

**Commission on Faculty Affairs**

Resolution CFA2001-02A

Resolution Concerning Length of Appointment for Faculty Representatives on the University Committees on Promotion and Tenure/Continued Appointment

Edd Sewell introduced the resolution for second reading. A motion was made to approve the resolution. The motion was seconded and passed unanimously.

**Commission on Faculty Affairs**

Resolution CFA2001-02B

Resolution Concerning Promotion from Associate Professor to Professor

Edd Sewell introduced the resolution for second reading. A friendly amendment was made by Edd Fox to change the wording from, *Faculty members must demonstrate excellence in two of the three aspects of the university's mission* to *demonstrate excellence in at least two of the three aspects*. A motion was made to approve the resolution with this change. The motion was seconded and passed unanimously.

**Commission on Graduate Studies and Policies**

Resolution CGSP2001-02B

Resolution for M.S. in Agricultural and Extension Education

Stephen Boyle introduced the resolution for second reading. A motion was made to approve the resolution with this change. The motion was seconded and passed unanimously.

**Commission on Student Affairs**

Resolution CSA2001-02C

Resolution for Observance of the Martin Luther King, Jr. Holiday

Ryan Hartman introduced this resolution for second reading. A motion was made to approve the resolution with this change.

There was some discussion concerning the academic calendar. Dr. Steger appointed Provost McNamee to charge the appropriate committee to determine how the holiday will be implemented without losing instructional time.

**Commission on Student Affairs**

Resolution CSA2001-02D

Resolution for Changes to University Policies for Student Life

Ryan Hartman introduced the resolution for second reading. A motion was made to approve the resolution. The motion was seconded and passed unanimously.

**Commission on Student Affairs**

Resolution CSA2001-02E

Resolution to Amend the Student Government Association Constitution

Ryan Hartman introduced the resolution for second reading. A motion was made to approve the resolution. The motion was seconded and passed unanimously.

**Commission on Undergraduate Studies and Policies**

Resolution CUSP2001-02A

Resolution Clarifying the University Core Curriculum Writing Intensive (WI) Requirement

Marge Murray introduced the resolution for second reading. A motion was made to approve the resolution. The motion was seconded and passed unanimously.

**University Council**

Resolution UC2001-02A

Resolution to Amend the University Council Constitution to Establish a Commission on Equal Opportunity and Diversity

The version of the resolution brought forward for second reading was the version that had been passed by the Staff Senate (meaning that the requirement in the University Council Constitution for amendments to the University Council Constitution to be approved by the Faculty and Staff Senates before vote by University Council was met).

Dr. Steger prefaced the discussion and action on the proposed resolution by explaining that earlier in the day, he had been informed by the university's legal counsel that the legality of the membership section was questionable. He called upon Associate General Counsel Kay Heidbreder, who explained to University Council that the legality of guaranteeing certain groups membership on the proposed commission using the criteria of race and gender was questionable. She cited the memo that the Virginia Attorney General's office sent recently to all universities interpreting the Accord that was reached in November 2001 between the Commonwealth of Virginia and the U.S. Department of Education to address Virginia's efforts to remove the effects of past discrimination from Virginia's system of higher education. According to Ms. Heidbreder, the advice from the Attorney General's office extends beyond university admissions to other matters and would pertain to the establishment of the proposed commission.

A question was raised as to whether it was acceptable for a resolution to be brought forward to University Council by a member rather than through one of the existing commissions. Dr. Steger replied that he had conferred with legal counsel on this issue, and they both felt that in this extraordinary circumstance in which a new commission is being proposed, it is acceptable that the resolution did not originate from an existing commission.

Dr. Steger then summarized the two options available to University Council: (1) to defer the resolution and start over in the fall (because the University Council By-Laws do not permit carrying business over from one academic year to the next), or (2) to divide the resolution into two parts (i.e., commission charge, and commission membership) and act on each separately. The rationale behind this second option is that the charge to the commission (i.e., the establishment of the commission) is an amendment to the University Council Constitution and thus requires a two-thirds positive vote of University Council as well as approval by the Board of Visitors (University Council Constitution, Article XIII, Sections 1 and 2). There is no question with regard to the legality of the commission's charge, so approval of that portion could occur today if there is sufficient support. In contrast, the membership of the proposed commission would create a change to the University Council By-Laws; and changes to the By-Laws require only a majority positive vote of University Council members and nothing further (University Council Constitution, Article XIII, Section 3). Therefore, the membership issue could be worked out in the next academic year and passed at that time with a simple majority of University Council members.

A motion was made and seconded to divide the resolution into two parts: (1) the establishment of the commission and approval of its charge, which requires an amendment to the University Council Constitution; and (2) the membership of the commission, which requires an amendment to the University Council By-Laws. The motion passed with 42 affirmative votes and 5 votes in opposition.

A motion was then made and seconded to amend the charge of the new commission to restore the word "historically" on one of the sentences, which would result in the following sentence: "In collaboration with other university commissions and/or units, the commission will address issues of diversity and equity as they relate to recruitment, retention, and advancement of faculty, staff, and students, particularly those from historically underrepresented groups." The motion passed with 45 affirmative votes and 2 votes in opposition.

There was considerable discussion focusing around the reluctance of some members to approve the charge of the new commission without approving the membership at the same time.

A motion was made to defer the resolution. In effect, deferring the resolution kills it because the University Council By-Laws do not permit carrying business over from one academic year to the next. Also, according to the University Council By-Laws (Article II,



paragraph 5e), a three-fourths vote of membership present is required to override a request for deferral. There were 49 official members of University Council present at the meeting, meaning that 37 Council members would have to vote in favor of overriding the deferral (i.e., vote against the deferral). The chair and secretary of University Council are non-voting members. A roll-call vote was taken. Thirty-three Council members voted to override the deferral, and 14 voted against overriding the deferral. As a result, the deferral stood, and the resolution in effect died.

**Council accepted the following Commission minutes:**

- Commission on Faculty Affairs  
April 5, 2002  
April 19, 2002
- Commission on Classified Staff Affairs  
February 25, 2002  
March 22, 2002
- Commission on Graduate Studies and Policies  
April 3, 2002
- Commission on Undergraduate Studies and Policies  
April 8, 2002

**5. For Information Only**

Minutes of University Advisory Council on Strategic Budgeting and Planning:  
March 28, 2002

**6. Announcements**

**Commission on University Support**

Progress Report — Security Issues

Ed Fox, Chair of the Commission on University Support presented a general progress report.

**7. Adjournment**

There being no further business, Dr. Steger adjourned the meeting at 4:05 p.m.

Respectfully submitted,

Kim T. O'Rourke  
Executive Assistant to the President

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