

University Council Minutes
September 17, 2018
3:00 PM
1045 Pamplin Hall

Present: Present: Cyril Clarke (presiding), Rosemary Blieszner, Greg Daniel, Karen DePauw, Bryan Garey, Guru Ghosh, Susan Sumner for Alan Grant, Laurel Miner for Theresa Mayer, Scott Midkiff, Robin Panneton for Sally Morton, April Myers, Mike Kutnak for Kelly Oaks, Kim O'Rourke, Tara Frank for Patty Perillo, Angela Hayes for Charles Phlegar, Dwayne Pinkney, Savita Sharma for Dwight Shelton, Robert Sumichrast, Tyler Walters, Sherwood Wilson, Paul Winistorfer, Rajesh Bagchi, Jonathan Bradley, Bob Hicok, Kimberley Homer, Mary Kasarda, Monika Lawless, Virginia Pannabecker, Brett Shadle, Tammie Smith, Monty Abbas, Susan Anderson, Eric Kaufman, Bettina Koch, Lynn Abbott, David Bieri, Matthew Gabriele, Jia-Qiang He, Yan Jiao, Christopher, Zobel, Velva Groover, Teresa Lyons, Sue Teel, Annette Bailey, John Massey, Samantha Fried, Anurag Mantha, Savannah Nelson for Conrad Briles, Jacob Davis, Sam Felber, Madilynne Tanner, & Rachel Iwicki,

Absent: Tim Sands (with notice), Richard Blythe (with notice), Michael Friedlander, Cynda Johnson (with notice), Steve McKnight, Menah Pratt-Clarke, Julia Ross, Lousse Raran (with notice), Bryan Brown, Cayce Myers (with notice), David Tegarden, Chris Lawrence, Mary Marchant (with notice), LaTawnya Burleson, Brian Huddleston, Katrina Loan, Erin Poff, Jeannie Layton-Dudding, Glenda Scales, Christine Tysor, Veronica Scott, Zo Amani, John Ferris, & Robert Sebek

Guests: Lori Buchanan, Kristen Chang, Jack Finney, Rachel Holloway, Ross Mecham, Ellen Plummer, Susanna Rinehart, Laurie Stacy,

Dr. Clarke 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 May 7, 2018

Dr. Clarke 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. Commission Chair Reports

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

1. Commission on Administrative and Professional Faculty Affairs – Ms. Monika Lawless, Chair
 - a. Working on revising and updating the A/P Faculty Grievance Submission Form to clarify what is grievable, what relief can be requested, and to ensure the language matches the Faculty Handbook.
 - b. Working on developing ways to increase awareness of CAPFA in order to communicate general governance information and increase engagement.

2. Commission on Equal Opportunity and Diversity – Ms. Kimberley Homer, Chair
 - a. Working on ways to attract and make welcome persons who might not fit in the traditional stereotype, including friends, families, and cultures.
 - b. Considering ways to recognize the work of the faculty, staff, and students who make Virginia Tech a Diversity Champion.
3. Commission on Faculty Affairs – Professor Bob Hicok, Chair
 - a. Will complete work on a substantial revision to the Promotion and Tenure section of the Faculty Handbook.
 - b. Will begin work on a revision to the promotion guidelines and procedures for collegiate faculty.
4. Commission on Graduate Studies and Policies – Dr. Rajesh Bagchi, Chair
 - a. Working on renaming the Commission on Graduate Studies and Policies and the Graduate Student Assembly to embrace MD and DVM (Commission on Graduate and Professional Studies and Policies and Graduate and Professional Student Assembly).
 - b. Considering new status for senior PhD students that reduces enrollment while maintaining full-time status.
 - c. Exploring use of National Academies' report that defines "outcomes" for Master's and Doctoral degrees.
 - d. Considering expansion of graduate (post-baccalaureate) education (e.g., badges, certificates, IGEP, etc.) and how to increase enrollment.
 - e. Considering a digital PhD portfolio, expanding beyond the dissertation.
5. Commission on Outreach and International Affairs – Dr. Brett Shadle, Chair
 - a. Collecting information from across the university about current international and outreach efforts.
 - b. Gaging what initiatives are in the works and what resources and assistance different units need.
6. Commission on Research – Ms. Ginny Pannabecker, Chair
 - a. Review of and Revision to Policy 13005, Centers and University Institutes: Establishment, Governance and Programmatic Oversight.
 - b. The Committee on Research Competitiveness continues looking at different ways to support faculty and others connecting research through administrative support or other facilitation of research funds.
 - c. The Open Access Policy is in development.
 - d. Reviewing items related to Research Faculty in the Faculty Handbook.
 - e. Reviewing college and department policies for facilities and administrative costs for grants.
 - f. Would like to reach out to the CFA to learn more about updates to P&T Dossier, especially research components.
 - g. Looking for opportunities to contribute to research areas of Strategic Planning process.
 - h. May work with the Office of the Vice President for Research and Innovation to review current intellectual property policies at Virginia Tech.

7. Commission on Staff Policies and Affairs – Ms. Tammie Smith, Chair
 - a. Exploring childcare issues.
 - b. Revisiting mandatory holiday closing.
 - c. Finding ways to improve upon the President’s endorsement of shared governance participation.
 - d. Training for new staff on how to develop themselves professionally.
 - e. Considering new benefits for University Staff under the Restructuring Act.
 - f. A Taskforce was established this past summer (co-chaired by Human Resources and the chair of CSPA) to address barriers to attracting, recruitment, and retention of staff.
8. Commission on Student Affairs – No representative was present.
9. Commission on Undergraduate Studies and Policies – Dr. Mary Kasarda, Chair
 - a. The Academic Policy Committee will review and establish policy and procedures for Medical Withdrawal. This review will include criteria, authority, the potential need for re-enrollment, and scope of the withdrawal.
 - b. The Academic Support Committee will propose academic calendars through 2025.
 - c. The Commission will study and formulate any needed policy changes and/or additions in order to support Destination Areas, Strategic Growth Areas, Strategic Enrollment Management, and/or the Pathways to General Education.
 - d. Possible CUSP involvement in working with University Libraries on creating Virginia Tech guidelines for Open Educational Resources (OER).
10. Commission on University Support – Dr. Jonathan Bradley, Chair
 - a. The Energy and Sustainability Committee is considering potential updates to University Policy 5505, Campus Energy, Water, and Waste Reduction Policy for this year.
 - b. The Campus Development Committee will continue to receive updates on the Campus Master Plan as we move toward a final draft and Board of Visitors approval in November. Updates and drafts will be shared publicly on the Facilities website.
 - c. The Information Technology Services and Systems Committee will be creating a procedure for people to more easily participate in commission and committee work remotely in order to better involve our employees working at branch locations.
 - d. We will be looking at software acquisition policy changes and trying to figure out ways to make them more efficient in order to better facilitate research and learning on campus while maintaining a secure network.

4. New Business

Commission on Graduate Studies and Policies

Resolution CGSP 2017-18A

Resolution to Establish a Master of Science Degree in Nutrition and Dietetics

Dr. Rajesh Bagchi presented this resolution for first reading. This new degree will reside in the Department of Human Nutrition, Foods, and Exercise in the College of Agriculture and Life Sciences. This new degree will help to prepare dietitian nutritionists for careers in hospitals, outpatient clinics, etc. As of the year 2024, to sit for the registered Dietetics examination, one needs a graduate degree. This will be the first graduate degree in the Commonwealth to meet the accreditation requirements. The program will have 51 credits, 20 of which will be supervised experiential learning. Dr. Bagchi introduced Kristen Chang from the Department of Human

Nutrition, Foods and Exercise to answer any questions. Professor Cheng indicated that service learning will be stressed as part of the internship, and community nutrition will be one aspect of the experiential learning realm.

Commission on Staff Policies and Affairs

Resolution CSPA 2017-18A

Resolution to Remove Board of Visitors Approval for Changes to the Staff Senate Constitution

Ms. Tammie Smith presented the resolution for first reading. This resolution will allow University Council and the President to have final approval to changes to the Staff Senate Constitution, and will eliminate the need to have approval by the Board of Visitors in the future. This resolution, however, would go to the Board of Visitors for approval, following approval by University Council and the President.

5. Announcement of Approval and Posting of Commission Minutes

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

- Commission on Administrative and Professional Faculty Affairs
April 11, 2018
May 9, 2018
- Commission on Equal Opportunity and Diversity
September 15, 2017
November 9, 2017
March 19, 2018
April 9, 2018
- Commission on Graduate Studies and Policies
April 18, 2018
May 2, 2018
- Commission on Outreach and International Affairs
April 19, 2018
May 10, 2018
- Commission on Research
April 11, 2018
- Commission on Staff Policies and Affairs
November 28, 2017
January 23, 2018
February 27, 2018
March 27, 2018
- Commission on Undergraduate Studies and Policies
April 23, 2018

6. Remarks

Dr. Clarke introduced the new Senior Vice President for Operations and Administration, Dr. Dwayne Pinkney. Dr. Pinkney then gave brief remarks regarding his vision for Virginia Tech. Dr. Pinkney indicated that due to the fact that Virginia Tech's current operations are good, it is his vision is for Virginia Tech to be the best run and managed university in higher education. Because of Virginia Tech's core, Ut Prosim, even though things work well, we will examine ways to make things work better.

7. Announcement

Dr. Clarke introduced the new Vice President for Human Resources, Mr. Bryan Garey. Mr. Garey will be given an opportunity at a later University Council meeting to give remarks regarding his vision.

8. Presentation

Mr. Ross Mecham gave an update on the Climate Survey that will be distributed to employees this fall and to students next spring. (presentation attached).

9. Adjournment

There being no further business, a motion was made to adjourn the meeting at 3:44 p.m.

2018-19 Campus Climate Survey



Climate survey introduction

- **What is a climate survey?**
 - A tool to measure the current attitudes, behaviors, and standards of faculty, staff, administrators, and students.
- **Why conduct a climate survey?**
 - To understand the perceptions of employees and students as it relates to diversity, inclusion, leadership, work and learning environment, and job satisfaction.
- **What will we learn from a climate survey?**
 - Data will be used to develop strategies and make informed decisions that inspire positive change in our campus climate over time.
 - We will have a better understanding of the difference in our campus experience for different groups of people across all locations.

■ This year's survey ... we've made some changes

- For the first time:
 - Whole university will take the same survey.
 - Employees to complete during fall semester.
 - Students to complete during spring semester.
 - All university locations will be able to participate, including National Capital Region, VTCSOM, research institutes, campus centers, and extension offices.
 - Survey results will be available to university leaders through a dashboard where they will be able to see high-level employee results for their area.
 - Full results will be analyzed and reported out after survey closes.
- Survey questions are new.
 - Targeted to our current environment and university vision/mission.
 - Fewer questions to complete; 20 minutes estimated completion time.

3

■ Understanding our campus engagement

- Some questions will help us understand employee engagement.
- Engagement is a new metric for Virginia Tech.
- **What is engagement?**
 - Definitions vary, but generally, an engaged student or employee is fully absorbed and enthusiastic about their work or learning and takes positive action to further the university's reputation and goals.



4

■ Climate survey details for employees

- Survey open for four weeks; Oct. 15 – Nov. 9.
- Employees will receive a direct link by email to complete the survey.
 - In order to populate the leader dashboard and in order to look at results from a variety of angles, some demographic and organizational information from Banner will be used.
 - Individual responses are **absolutely confidential!**
 - Employees without email will complete a paper survey.
- Communications to begin soon through daily email and on vt.edu to all employees



5

■ How you can help

- Encourage participation. **Every opinion matters!**
- Communicate with your teams and groups; remind them to take the survey.
- Assure employees their responses are confidential.



6



We look forward to your feedback!