

COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS

Minutes

April 19, 2012

3:30-4:00 p.m.

325 Burruss Hall

Attendance: Jan Helge Bøhn, Carlyle Brewster, Kirsten Buhls (via phone), Christine Fiori, Devi Gnyawali, Lori Greiner, Ed Jones, Gary Long, Jerry Niles, Susan Short, Bob Smith, Peggy Layne (guest)

Absent: Onwubiko Agozino, Mehmet Altin, Andrea Brunais, Peter Callan, Naomi Dam, Jack Davis, François Elvinger, Guru Ghosh, Joao Macieira, Reed Kennedy, Lenah Nguyen, John Provo

1. **Welcome and Introductions**

Gary Long welcomed everyone. Self-introductions were made.

2. **Agenda Approval**

Gary Long made a call for the approval of the agenda; the agenda was moved to approve; seconded and was approved.

3. **Announcements**

Gary Long made the call for announcements. There were no announcements at this time.

4. **Approval of Minutes, March 15, 2012**

Gary Long informed the council that the minutes for March 15, 2012 were sent out electronically for updates; and are in the process of being approved and will be sent onto University Council and to the University Governance website.

5. **Presentation and Update on the EFARS Project**

Peggy Layne gave a presentation on the EFARS project and showed the group some of the screens that were included. The university purchased this system to collect faculty information and store it in a central place. The data includes publications, awards and outreach activities, to name a few, in relation to faculty works. The purpose of the presentation is to identify items of data entry screens and “clean up” some of the areas that need attention.

The model is based upon the annual faculty activity report and most of the colleges are currently captured. On the Provost’s website, there is information regarding EFARS and guides for the different colleges to include CAUS, CLAHS, COE and COS.

The vendor is Digital Measures. There are different sections: 1) Scholarship/Research; 2) Service; 3) Assessment and Goals to name a few.

Discussion included that in addition to the external connections and partnership that includes outreach, to perhaps add an international category. Discussion also included uplifting engagement and international on the initial EFARS data entry page. Extension/Engagement was suggested as a major category as well as discovery, Learning and Engagement.

A suggestion was made to add a “?” for help and definitions. The faculty are in control of what data and edits to previous entries are made. A date is also associated with the data that is entered.

Peggy asked if there might be volunteers from this group to provide detailed feedback, Gary Long volunteered.

6. Chairman's Report

Gary Long reported on the University Council meeting from March 19, 2012; which included conflicts of interest; Student Affairs Council. The minutes are located at:

http://www.governance.vt.edu/univcouncil/ucminutes_03-19-12.pdf.

The Outreach Council on March 20, 2012 included discussion about getting stakeholders involved in various aspects of outreach; how Outreach Council can get STEM into the community and securing new capital assets.

Regarding the item of the COIA membership, it was discussed that the ex officio members should include: the Vice President for Outreach and International Affairs; Associate Vice President for International Affairs; and adding the Associate Vice President for Engagement. Additionally it was requested that the Director of Economic Development be removed and the Director of Outreach Programs be removed. Gary Long is to explore the mechanisms to get this updated through University Council. There was a motion to approve; seconded and approved to bring forth.

7. Reports

a. Virginia Cooperative Extension (VCE)

Ed Jones gave a brief update of the VCE and indicated there is ½ million for additional agents; and it has not been decided where they will be placed. The funds will be based on the approval of the budget.

b. University Council on International Affairs (UCIA)

Reed Kennedy was unable to attend, therefore the report will be held over for next meeting.

8. Commission Board Member Comments

The call was made for any comments; no comments were made

There was a motion to adjourn; seconded and the meeting was adjourned.

FUTURE COIA MEETINGS (all meetings from 3:30-4:30 p.m. locations listed below)

May 3, 2012-325 Burruss Hall

PROPOSED MEETING DATES FOR 12-13 (subject to approval by Christine Fiori, Chair for 12-13)

(All meetings will be from **3:30-4:30 p.m.** and will take place in 325 Burruss except as noted below)

September 6, 2012 3-3:30 p.m. Orientation for New Members

September 6, 2012 3:30-4:30 p.m. Regular Meeting

October 18, 2012

February 21, 2013

November 15, 2012

March 21, 2013

December 13, 2012

April 18, 2013

NO JANUARY MEETING

May 9, 2013

Respectfully submitted,

Kim Rhodes

Recording Secretary