

University Council Minutes
November 17, 2008
3:30 – 5:00 PM
2150 Torgersen Hall

Present: Charles Steger (Presiding), Richard Benson, Jeb Stewart for Earving Blythe, Lay Nam Chang, Jack Davis, Karen DePauw, John Dooley, Julie Shumaker for Elizabeth Flanagan, David Ford, Ed Spencer, Eileen Hitchingham, Maggie Sloane for Kevin McDonald, Kim O'Rourke, Sue Ott Rowlands, Martin Daniel for Sharron Quisenberry, Melinda West for Dwight Shelton, Richard Sorensen, Robert Walters, Linda Woodard for Sherwood Wilson, Paul Deck, William Huckle, Frances Keene, Pat Hyer for Gary Long, Maxine Lyons, Guy Sims for Bradley Scott, Ingrid Ngai for Lynsey Stuart, Jane Wemhoener, Diane Zahm, Bob Denton, Sam Easterling, Ken Eriksson, Sam Riley, Susanna Rinehart, Danny Axsom, Sheila Carter-Tod, Karen Inzana, Gene Seago, Bob Sturges, Shep Zedaker, Judy Alford, Travis Hundley, Lori Anne Kirk, Teresa Lyons, Wyatt Sasser, Mary Alice Schaeffer, Annette Bailey, Kim Beisecker, Carson Byrd, Joe McFadden, Todd Metcalf, Lauren Creasy, Rachel Goodwin, Kolt Risser, Rianka Urbina, Linsey Barker, Hardus Odendaal, Tom Tucker

Absent: Mark McNamee (with notice), J. Michael Kelly, Gerhardt Schurig, Tom Tillar, Daphne Rainey-Wittich, Lewis Wasserman, Bill Galloway, David Vaughan (with notice), Susan Volkmar, Lauren Davis, Mike Parrish (with notice), Wayne Scales, Tamim Younos, Lindsay Moss, Thomas Hogdahl, Kelsie Lieberman, Arlane Gordon-Bray

Guests: April Myers, Sherry Crunkilton, Kimberly Avis, Kay King, Bonnie Alberts, Ellen Agee

Dr. Steger called the meeting to order at 3:30 p.m. A quorum was present.

1. Adoption of Agenda

A motion was made and seconded to adopt the agenda with a request from Dr. Steger to change the order. The motion carried.

2. Announcement of approval and posting of minutes of October 6, 2008

Dr. Steger 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. New Business

Commission on Research

Resolution COR 2008-09A

Resolution for Change in Membership of the Intellectual Property Committee
(Change to the University Council By-laws)

Dr. William Huckle presented the resolution for first reading. The Commission on Research passed a resolution to change the current membership of the Intellectual Property Committee as follows:

Current: "Associate Vice President for Research and Interdisciplinary Studies"

Proposed: "Associate Vice President for Research Programs"

Current: “Assistant Vice President and Controller, Virginia Tech Foundation, Inc.”

Proposed: “The University Controller”

Current: “The Executive Vice President of VTIP”

Proposed: “The President of Virginia Tech Intellectual Properties, Inc (VTIP)”

Current: Nine at-large members of the faculty – A/P faculty-staff (with patent and copyright experience) nominated by the Associate Vice President for Research in conjunction with the Presidents of the Faculty and Staff Senates and the chair of the Commission on Administrative and Professional Faculty Affairs (three-year term) (one must be an A/P faculty member and one must be a staff employee)”

Proposed: Nine at-large members of the faculty – A/P faculty-staff (with patent and copyright experience) nominated by the Associate Vice President for Research Programs in conjunction with the Presidents of the Faculty and Staff Senates and the chair of the Commission on Administrative and Professional Faculty Affairs (three-year term) (one must be an A/P faculty member and one must be a staff employee)”

Commission on University Support

Resolution CUS 2008-09A

Resolution for Change in Membership of the Energy and Sustainability Committee
(Change to the University Council By-laws)

Dr. Sims presented the resolution for first reading. The Commission on University Support is requesting a change in the Energy and Sustainability Committee membership to add the Energy and Sustainability Coordinator and the Director of Housing and Dining Services as ex officio members on the committee. The resolution will also remove the Assistant Vice President for Administration and Transitional Operations as an ex officio member of the committee.

4. Commission on Undergraduate Studies and Policies Report

Dr. Steger asked Diane Zahm, chair of the Commission on Undergraduate Studies and Policies to present briefly their goals for the academic year.

Dr. Zahm briefed the Council on two issues the Commission on Undergraduate Studies and Policies is considering:

- a. The identification of themes or pathways through the CLE. This would not be a new requirement, but an approach for students to select courses related to an area of interest.
- b. The VIEWS requirements – present policy does not include a process for modifying requirements within a major. It does not establish any procedures for accountability outside of the regular program reviews.

The University Curriculum Committee for Liberal Education will review both of these issues and report back the commission later this year.

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
September 10, 2008
- Commission on Equal Opportunity and Diversity
October 13, 2008
October 27, 2008
- Commission on Faculty Affairs
September 26, 2008
- Commission on Graduate Studies and Policies
September 17, 2008
- Commission on Outreach and International Affairs
September 11, 2008
- Commission on Research
April 11, 2007
October 10, 2007
April 9, 2008
September 10, 2008
- Commission on Staff Policies and Affairs
September 16, 2008
- Commission on Student Affairs
October 2, 2008
- Commission on Undergraduate Studies and Policies
October 13, 2008
- Commission on University Support
September 18, 2008
October 16, 2008

6. For Information Only

Minutes of University Advisory Council on Strategic Budgeting and Planning
August 28, 2008
October 1, 2008

7. Discussion – Proposed Winter Closing Policy

Dr. Steger asked Dr. Hal Irvin to explain to the Council the proposed winter closing policy. Dr. Irvin informed the council that there are three parts that need to be addressed:

- a. Should the university close for a winter break between December 24 and January 1?
- b. Should four staff holidays (Lee-Jackson Day, George Washington Day, Columbus Day, and Veteran's Day) be moved to the end of the year to allow for the closing of the university?
- c. Should twelve-month faculty receive the same holidays as twelve-month staff employees? (Dr. Irvin added that it is not necessary to consider this third issue now as part of the winter closing proposal.)

Dr. Irvin indicated that the proposed policy is just the first step in the process. It can be adjusted, and he will be meeting with Staff Senate and the Commission on Staff Policies and Affairs to determine what adjustments may need to be made. Annual leave could be used for these four days, but new employees may not have enough time built up. Virginia Tech is the only public university in Virginia that still operates on the state agency schedule and is one of two universities in Virginia that does not have a winter closing policy. It has been estimated by Facilities that the savings for a winter closing would be approximately \$20,000 per day. Seventy-two percent of the staff took one or more days of leave during this time last year.

Listed below are areas of concern expressed by individuals during the discussion:

- a. Loss of flexibility for when staff can take these four holidays – specific concern was given to Veteran's Day.
- b. Equity issue for twelve-month staff employees and twelve-month faculty –staff are being asked to take four of their holidays and use them for the winter closing, but faculty would be gaining four holidays that they currently do not have.
- c. Research projects cannot be stopped during a winter closing, and these projects are located within several buildings.
- d. Some employees will need to work during the proposed winter closing in order to keep up with their job duties.
- e. Concerns about alternate ways to accomplish a winter closing without using the four staff holidays.
- f. Some offices that must be open when the university is open but would be able to close if the university was closed would prefer the closing because it would allow employees of those offices to take the time off during the winter closing to be with their families.

Dr. Irvin indicated that adjustments can be made for special circumstances, and he, along with other university groups, will explore alternative solutions for how the four days will be handled.

[Note: Based on the discussion at University Council, Dr. Irvin presented a modified proposal when he met with the Commission on Staff Policies and Affairs the next day, November 18, 2008.]

8. Adjournment

There being no further business, a motion was made to adjourn the meeting at 4:33 p.m.