1. **Adoption of Agenda**

Dr. Thanassis Rikakis

2. **Announcement of approval and posting of minutes of May 1, 2017**

Dr. Thanassis Rikakis

These minutes have been voted on electronically and will be posted on the University web.

3. **Reports from Commission Chairs**

Dr. Thanassis Rikakis

- **Commission Chair Briefings**
  - Commission on Administrative and Professional Faculty Affairs
    - Ms. Janice Austin
  - Commission on Equal Opportunity and Diversity
    - Dr. Deyu Hu
  - Commission on Faculty Affairs
    - Dr. John Ferris
  - Commission on Graduate Studies and Policies
    - Dr. Kevin Edgar
  - Commission on Outreach and International Affairs
    - Dr. Jan Helge Bøhn
  - Commission on Research
    - Dr. Ginny Pannabecker
  - Commission on Staff Policies and Affairs
    - Ms. Tammie Smith
  - Commission on Student Affairs
    - Mr. Chris Saunders
  - Commission on Undergraduate Studies and Policies
    - Dr. Dean Stauffer
  - Commission on University Support
    - Dr. Richard Ashley

4. **New Business**

Dr. Thanassis Rikakis

- **Commission on Outreach and International Affairs**
  - Resolution COIA 2017-18A
    - Resolution to Recommend Authorization of the Establishment of a Center for International Research, Education and Development (CIRED)
      - Dr. Jan Helge Bøhn

- **Commission on Undergraduate Studies and Policies**
  - Resolution CUSP 2017-18A
    - Resolution to Approve New Degree, Bachelor of Science in Public Health
      - Dr. Dean Stauffer

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

Dr. Thanassis Rikakis

These minutes have been accepted for filing by electronic vote and will be posted on the University web. 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 Equal Opportunity and Diversity**
  - March 13, 2017
  - April 10, 2017

- **Commission on Graduate Studies and Policies**
  - April 19, 2017
  - May 3, 2017

- **Commission on Outreach and International Affairs**
  - May 11, 2017

- **Commission on Research**
  - April 12, 2017
  - May 10, 2017
Commission on Staff Policies and Affairs
February 28, 2017
March 28, 2017

Commission on Student Affairs
April 6, 2017
April 13, 2017

Commission on Undergraduate Studies and Policies
April 24, 2017

6. **For Information Only**

   Minutes of the University Advisory Council on Strategic Budgeting and Planning
   April 27, 2017

7. **Adjournment**
University Council Minutes
May 1, 2017
3:00 PM
1045 Pamplin Hall


Absent: Jack Davis, Michael Friedlander, Steve McKnight, Richard Ashley, Dean Stauffer (with notice), Bryan Brown, Robert Bush (with notice), Christopher Beattie, Jennifer Brill, Kathrine Carter, Paul Herr, Lisa Kennedy, Nathan King, Judy Alford (with notice), Tracey Drowne, Robin Lawson, Teresa Lyons, Sue Teel (with notice), John Benner, John Massey (with notice), Miram Nure, Preston Huennekens, Brett Netto, & Julia Billingsley (with notice)

Guests: Denny Cochrane, Jack Finney, Rachel Holloway, Brian Lee, April Myers, Ellen Plummer, Karlee Siepierski, & Diane Zahm

Dr. Sands 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 April 17, 2017

Dr. Sands 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. Presentation

Mr. Denny Cochran gave a presentation on sustainability (Attached).

4. Old Business

Commission on Faculty Affairs
Resolution CFA 2016-17E
Resolution Supporting the Establishment of a University Ombuds Function at Virginia Tech

Dr. Hans Robinson presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed with one vote in opposition.
Commission on Faculty Affairs
Resolution CFA 2016-17H
Resolution Clarifying Standards of Appeals Language in Faculty Handbook

Dr. Hans Robinson presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

Commission on Student Affairs
Resolution CSA 2016-17A
Resolution on the Commission on Student Affairs Membership

Mr. Matthew Chan presented the resolution for second reading and made a motion to approve. The motion was seconded. After a brief discussion, a vote was taken, and the motion passed.

Commission on Student Affairs
Resolution CSA 2016-17B
Resolution to Include the President of the Muslim Student Union of Virginia Tech to the Commission on Student Affairs Membership

Mr. Matthew Chan presented the resolution for second reading and made a motion to approve. The motion was seconded, and the motion passed.

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 Faculty Affairs
  April 7, 2017

- Commission on Graduate Studies and Policies
  April 5, 2017

- Commission on Outreach and International Affairs
  March 16, 2017

- Commission on Student Affairs
  February 23, 2017
  March 2, 2017

- Commission on Undergraduate Studies and Policies
  April 10, 2017

6. Announcement

Ms. Mary Beth Dunkenberger announced that the Women’s Alliance will be sending the President a request to establish a Council on Gender Equity.

6. Adjournment
There being no further business, a motion was made to adjourn the meeting at 3:33 p.m.
HISTORICAL PERSPECTIVE

- AY 2006-2007 students approach University to make sustainability a priority
- April 2007 Energy and Sustainability Committee (E&SC) established
- October 2007 Sustainability Week Program (VT, Town and local citizens)
- April 2008 E&SC charged to develop a climate commitment and sustainability plan for Virginia Tech and seek approval using the University governance system
- April 22, 2009 (Earth Day) University Council recommended approval of the VT Climate Action Commitment (VTCAC) and accepted the Sustainability Plan
- June 1, 2009 Virginia Tech Board of Visitors approved the VTCAC
- May 9, 2013 VTCAC revised (Presidential Policy Memorandum No. 262 Rev 1)
OFFICE OF SUSTAINABILITY’S ROLE

‣ VTCAC Point #5: Virginia Tech will maintain a sustainability office to:
  ‣ Coordinate campus sustainability programs
  ‣ Oversee implementation of Climate Action Commitment & Sustainability Plan
  ‣ Manage a campus-wide student internship program
  ‣ Coordinate communication efforts regarding campus sustainability initiatives to the university community and external audiences
  ‣ Track and report sustainability progress

CAMPUS PROGRAMS, ENGAGEMENT, & OUTREACH

‣ Energy & Sustainability Committee
  ‣ Provide leadership and administrative support

‣ LEED (Leadership in Energy and Environmental Design) Program
  ‣ 15 certified buildings containing 1,235,598 Gross Square Feet

‣ Student Green RFP Program
  ‣ 43 proposals approved with funds totaling over $450,000

‣ Single Stream Recycling
  ‣ Bottles & cans, paper, and cardboard collected in single container
  ‣ VTCAC point 8 goal is 50% recycle rate by 2020

‣ Sustainability Week
  ‣ Flagship outreach program with the Town of Blacksburg and community
SUSTAINABILITY WEEK 2016 CELEBRATION CEREMONY

Henderson Lawn September 22, 2016

2017 GOVERNOR’S ENVIRONMENTAL EXCELLENCE AWARD

Sustainability Program Category
Received Silver award for demonstrating sustainability culture for the past 10 years

Presented at the 28th annual Environment Virginia Symposium on April 4, 2017
STUDENT INTERNSHIP PROGRAM

- Full academic year internship focused on sustainable behavior change through education, outreach, events, & campaigns
  - 20 students serving on 4 teams: Recycling, Resident, Energy, Communications
  - 10 hour per week commitment

Earth Week 2017 Events

- Tree Planting at Hillcrest Hall
- Spring Game Green Tailgate
- Pop-Up Farmers Market on Drillfield

STARS SUSTAINABILITY ASSESSMENT

- The Sustainability Tracking, Assessment & Rating System (STARS) is a voluntary, transparent self-reporting framework for helping colleges and universities track and measure their sustainability progress

- STARS measures performance in the following categories:
  - Academics
  - Engagement
  - Operations
  - Planning & Administration
  - Innovation & Leadership
STARS SUB-CATEGORIES

‣ Academics (29%)
  ‣ Curriculum, research

‣ Engagement (20%)
  ‣ Campus engagement, public engagement

‣ Operations (35%)
  ‣ Air & climate, buildings, energy, food & dining, grounds, purchasing, transportation, waste, water

‣ Planning & Administration (16%)
  ‣ Coordination & planning, diversity & affordability, investment & finance, well-being & work

‣ Innovation & Leadership
  ‣ Up to 4 bonus points available

STARS RATINGS

<table>
<thead>
<tr>
<th>STARS Rating</th>
<th>Minimum Score Required</th>
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<tr>
<td>Bronze</td>
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<tr>
<td>Platinum</td>
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Similar to LEED Certification

‣ Virginia Tech has participated in STARS since 2011 and earned a Gold Rating in October 2014 (ratings valid for up to 3 years)
‣ STARS is a team effort, you are our partners and our Sustainability Champions!
‣ Virginia Tech is committed to being a “Leader in Campus Sustainability”
CONTACT INFORMATION

› Brian Lee, Assistant to the Associate VP & CFO
  › bleeo91@vt.edu  540-231-6455

› Denny Cochrane, Sustainability Program Manager
  › denniscc@vt.edu  540-231-5184

› Karlee Siepierski, Campus Sustainability Planner
  › skarlee3@vt.edu  540-231-7358

› www.facilities.vt.edu/sustainability
WHEREAS, the Commission on Outreach and International affairs (COIA) exists to study, formulate, and recommend to University Council policies and procedures concerning the engagement of the University in service, outreach, and international affairs; and

WHEREAS, the Office of International Research, Education and Development (OIRED) has submitted a proposal to form a Center for International Research, Education and Development (CIRED); and

WHEREAS, the aforementioned Center will support Virginia Tech’s global mission by developing and managing projects that draw on Virginia Tech’s knowledge and applying it to raising standards of living in developing countries; and

WHEREAS, the objectives of the Center will include providing opportunities and building capacity for the university’s involvement in international research, education and development; identifying and promoting high-priority themes and issues and strategically focusing on country- and region-specific collaborations; generating and communicating information to a range of audiences about the University’s and the Center’s international activities; and increasing and diversifying funding sources; and

WHEREAS, the establishment of a Center for International Research, Education and Development will increase the visibility of the University’s international engagement to more effectively attract and assist internal clients and stakeholders, as well as engage more effectively with external partners;

NOW, THEREFORE, BE IT RESOLVED, that the COIA recommend authorization of the establishment of a Center for International Research, Education and Development.
Overview:

Transitioning the Office of International Research, Education, and Development (OIRED) to the Center for International Research, Education and Development (CIRED) will increase its visibility and create a stronger campus presence that will allow the Center to more effectively attract and assist its various internal clients and stakeholders; this in turn will enhance engagement with external constituents.

The impetus for the transition to become a Center is an expanded vision of the opportunities available from drawing together multidisciplinary faculty teams to develop innovative responses to complex global problems. Propelled by the University’s renewed focus on increasing international collaboration, Beyond Boundaries, CIRED will be central to strategic approaches and practical models for international engagement that will position Virginia Tech as a pre-eminent global land-grant university leader.

Background:

Since its creation in 1993, the Office of International Research, Education, and Development has provided essential support and resources to the University faculty, administration and staff to acquire and implement international projects and activities. This is accomplished by drawing on and strengthening the expertise of faculty, staff and students in units, departments and colleges across Virginia Tech’s campus. The result has been an international research, education and development operation that has brought in more than $150 million since 1993 and has a current sponsored research and education portfolio of $60 million.

Vision:

The vision of the Center is to link Virginia Tech to the world, supporting the university’s global mission by developing and managing projects that draw on Virginia Tech’s vast knowledge and applying it through multi-disciplinary and multi-institutional partnerships to raising standards of living in developing countries. Providing opportunities for faculty and student involvement in research, teaching and development of solutions to problems beyond our nation’s boundaries,
results in benefits to the university and to the people and communities it serves throughout the Commonwealth of Virginia.

**Short- and Medium-Term Objectives:**

- Support university efforts to become a premier global land-grant university
- Provide opportunities and build capacity for the university’s high-quality involvement in international research, education and development
- Identify and promote high-priority themes and issues that will establish and leverage the university’s expertise and excellence abroad
- Strategically focus on comparative advantages and niches that lead to country- and region-specific collaborations
- Provide technical, financial and human resource support and assistance to university global engagement through strategic partnerships
- Provide leadership for new and innovative approaches to global problems, challenges and opportunities
- Help create campus policies and structures that support responsive and robust international programs and projects
- Generate and communicate information to internal and external audiences about the University’s and the Center’s international activities, successes and the benefits of global engagement
- Increase and diversify funding sources with the goal of growing the Center’s program and project portfolio.

**Clientele:**

The Center will operate at the college level, serving faculty, administrators, staff and students involved in international affairs. As part of a public university with the mission to serve the needs of the Commonwealth of Virginia, the Center recognizes mutually beneficial relationships with a wide range of agencies and citizens, and will cultivate these relationships accordingly. Clientele also include an array of international partners, for example foreign universities and research institutions, international centers, governments, non-governmental organizations, and foundations and funding agencies such as USAID. A current representation of the Center’s projects and programs includes:

- The USAID [Integrated Pest Management (IPM) Innovation Lab](#) (IPM I L), which develops and implements approaches to pest management that help raise the standard of living
and improve the environment in select developing countries. Approaches developed in this project have global application and benefit.

- The USAID **Innovation for Agricultural Training and Education** (InnovATE) Program, which works to achieve sustainable food security, reduce poverty, promote rural innovation and stimulate employment by building human and institutional capacity.

- The Women and Gender in International Development Program (WGD), which works towards gender equity in development by promoting gender sensitivity in every project through training and interdisciplinary research and ensuring that women and other disadvantaged groups benefit.

- The USAID **Education and Research in Agriculture (ERA) in Senegal**, which strengthens the country’s institutional and human capacity in agricultural education, training, research and outreach.

- The USAID **BHEARD Higher Education in Agriculture Initiative**, which supports graduate education at Virginia Tech by four South Sudan students.

- The Innovative Agricultural Research Initiative (iAGRI) in Tanzania led by Ohio State University with a consortium of universities including Virginia Tech to strengthen training and collaborative research capacities of Sokoine University of Agriculture (SUA).

Through its broad mission of research and education, the Center will collaborate with most of the university’s colleges for expertise, including the

- College of Agriculture and Life Sciences
- College of Architecture and Urban Studies
- College of Engineering
- College of Liberal Arts and Human Sciences
- College of Natural Resources and Environment
- College of Science
- Graduate School
- Pamplin College of Business
- Virginia-Maryland Regional College of Veterinary Medicine
- Virginia Tech Carilion School of Medicine and Research Institute

Additionally, the Center will collaborate with other centers and institutes including:
Governance:

CIRED will be a college-level center housed in Outreach and International Affairs (OIA). The Center Executive Director will plan and develop projects, programs and activities in consultation with the Vice President of OIA and the Associate Vice President for International Affairs, including providing annual and other reports as requested. The Executive Director will be Van Crowder who currently heads up OIRED.

As part of its governance structure, the Center will form a stakeholder/advisory committee to support and provide guidance to the aims and objectives of the Center, including serving as a conduit of information for university and other stakeholders on the Center’s international work; generating new ideas and directions for the Center’s future international engagement; and identifying topics and target areas to further the Center’s work and its capacity to contribute to the university’s goal of becoming a leading global university.

The Center will invite distinguished and promising Virginia Tech faculty as well as international scholars and practitioners to become affiliated with the Center.

Anticipated Resource Needs:

The Center will continue to be funded by a combination of university funding, sponsored projects and returned overhead. The university funding includes support for the Executive Director; Director, Women and Gender in International Development; Director, International Finance and Administration; Associate Director, Finance and Administration; and Administrative Assistant to the Executive Director and partial funding of office space. Sponsored funding supports project and program specific positions within the Center and returned overhead funds the remaining resource needs of the Center.

Anticipated Distribution of Returned Indirect Costs:

The Center will continue OIRED’s policy of establishing departmental grant funds to support the activities of VT faculty collaborators. The college portion of returned overhead from these departmental funds will continue to be shared 50%/50% with CIRED. This sharing of returned overhead generates funding for VT departments and CIRED.
Statement of Executive Director’s Qualifications:

Van Crowder has a PhD from Cornell University in Adult and Continuing Education. He started his international career with the University of Florida working on a project in Bolivia funded by USAID. He subsequently worked at UF as Assistant Director, International Programs in Agriculture, as well as Associate Professor in the Department of Agricultural Education and Communication. He has extensive experience with international development agencies and projects, including work with the Food and Agriculture Organization of the United Nations (FAO) and the Millennium Challenge Corporation (MCC/Department of State). At MCC he served as Senior Director for the Education, Health, and Community Development portfolio. At FAO, he served as Agricultural Education Officer, Senior Officer Communication for Development, and as the Country Representative in Nicaragua. He has consulted with the World Bank and USAID, among other organizations, in numerous countries in Latin America, Africa, and Asia. In addition to Executive Director OIRED, he holds a tenured professorship in Virginia Tech’s Department of Agricultural, Leadership and Community Education.
March 23, 2017

Dr. Guru Ghosh
Office of the Vice President for Outreach and International Affairs
Gateway Center 120
902 Prices Fork Road
Blacksburg, VA 24061

Dear Dr. Ghosh,

I am writing this letter in support of the proposal to transition the Office for International Research, Education and Development (OIRED) to a college-level Center for International Research, Education and Development (CIRED) to be located in the Office of Outreach and International Affairs.

For many years, OIRED has provided essential support and resources to the university faculty, administration, and staff to acquire and implement international projects and activities. This is accomplished by drawing on and strengthening the expertise of faculty, staff, and students in units, departments, and colleges across Virginia Tech’s campus. As a center, it will be even better positioned to draw on the university’s expertise to address complex global problems, and thus contribute more significantly to Virginia Tech’s role as a global land-grant university.

Numerous faculty in our college/unit are currently engaged in international activities, or have expressed interest in such engagement. The proposed creation of CIRED will assure increased accessibility to services and support for our faculty in development of international projects and pursuit of funding, which will strengthen and broaden the impact of international activities in our college. The new center will improve the visibility of our international endeavors across campus and enhance our engagement with external stakeholders.

I endorse the mission of CIRED to support the university’s global mission by developing and managing projects that draw on Virginia Tech’s vast knowledge and applying this knowledge through multi-disciplinary, multi-institutional partnerships to raise standards of living in developing countries. I believe this is an exciting opportunity to establish Virginia Tech as a leader globally for Research, Education, and Development. CIRED will be central to strategic approaches and practical models for international engagement that will position Virginia Tech as a pre-eminent global land-grant leader.

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY
An equal opportunity, affirmative action institution
The College of Natural Resources and Environment looks forward to continuing our relationship with CIRED and fully supports the creation of this center. We appreciate the opportunity to expand the university’s capacity in this area.

Sincerely,

[Signature]

Paul M. Winistorfer
Dean
April 27, 2017

Dr. Guru Ghosh
Office of the Vice President for Outreach and International Affairs
Gateway Center 120
902 Prices Fork Road
Blacksburg, VA 24061

Dear Guru,

I am writing this letter in support of the proposal to transition the Office for International Research, Education and Development (OIRED) to a Center for International Research, Education and Development (CIRED), to be located in the Office of Outreach and International Affairs.

For many years, OIRED has played an important role in developing and managing international projects and activities. This has been accomplished by engaging the expertise of faculty, staff and students in units, departments and colleges across Virginia Tech’s campus, including the College of Veterinary Medicine. Moving forward, it is clear that OIRED will become increasingly important as Virginia Tech seeks to expand its global position.

For the College of Veterinary Medicine, global reach is a necessary perspective to enable success in achieving our aspirations in regard to One Health, which recognizes the inextricable linkages between animal health, public health and the environment across the world. Specifically, we need to establish and grow international partnerships that provide experiential opportunities for students to learn about global health and research opportunities for faculty and graduate students to work with international colleagues to address global health problems. A good example of such an activity is the partnership that the College currently is developing with Sokoine University in Tanzania, which OIRED initiated and is facilitating.

As a Center, OIRED would be better positioned to accomplish these important tasks because of the enhanced visibility on and off campus, as well as the clearer identity in regard to submission of external grant applications. The College of Veterinary Medicine looks forward to continuing our relationship with a newly established CIRED and fully supports the creation of this Center.

Sincerely

Dr. Cyril R. Clarke
Dean
October 11, 2016

From: Dr. L. Van Crowder, Executive Director
Office of International Research, Education and Development

To: Dr. Guru Ghosh, Vice President for Outreach and International Affairs

Subject: Request to create the Center for International Research, Education and Development (CIRED)

I am submitting this letter of intent to request approval to convert the Office of International Research, Education and Development (OIRE) into the Center for International Research, Education and Development (CIRED). This will increase the visibility of OIRE’s work and create a stronger campus presence that more effectively attracts and assists internal clients and stakeholders, as well as allow the center to engage more effectively with external partners.

The center will support Virginia Tech’s global mission by developing and managing projects that draw on Virginia Tech’s vast knowledge and applying it to raising standards of living in developing countries.

Objectives of the center will include providing opportunities and building capacity for the university’s involvement in international research, education and development; identifying and promoting high-priority themes and issues and strategically focusing on country- and region-specific collaborations; generating and communicating information to a range of audiences about the University’s and the center’s international activities; and increasing and diversifying funding sources.

CIRED will be a college-level center housed in Outreach and International Affairs (OIA). The CIRED Executive Director will plan and develop projects, programs and activities in consultation with the Vice President of OIA and the Associate Vice President for International Affairs.

As part of its governance structure, the center will form a stakeholder/advisory committee to support and provide guidance to the aims and objectives of the center. As is the case with OIRE, the center will continue to be funded through a combination of university funding, sponsored projects and returned overhead. Through its broad mission of research and education, the center will collaborate with the university’s colleges, schools, institutes and other centers.

If the proposal to create CIRED meets with your approval, I am prepared to proceed with a formal proposal that includes a full charter and letters of endorsement from units that will have a significant role in the proposed Center for International Research, Education and Development.
WHEREAS, individual and community health problems can be ameliorated through implementation of public health core responsibilities and essential services; and

WHEREAS, the Institute of Medicine (now the Health and Medicine Division of the National Academies of Sciences, Engineering, and Medicine) sees a public health trained workforce as an important component in helping the United States close gaps in health outcomes; and

WHEREAS, the Centers for Disease Control and Prevention reports that serious public health workforce shortages exist; and

WHEREAS, there is currently no accredited Bachelor of Science in Public Health degree offered at other higher education institutions in Virginia; and

WHEREAS, Virginia Tech is advancing health sciences curricula, research, and majors; and

WHEREAS, the undergraduate demand for a Bachelor of Science in Public Health degree is sizable; and

WHEREAS, a Master of Public Health degree, accredited by the Council on Education for Public Health (CEPH), is currently offered by the Department of Population Health Sciences in the Virginia-Maryland College of Veterinary Medicine; and

WHEREAS, the Bachelor of Science in Public Health, to be offered in the Department of Population Health Science in the Virginia-Maryland College of Veterinary Medicine, would be added to the CEPH accreditation of the Public Health Program;

THEREFORE BE IT RESOLVED that the Bachelor of Science in Public Health be approved effective Fall 2018 and the proposal forwarded to the President, the Board of Visitors, and the State Council of Higher Education for Virginia (SCHEV) for approval, and to the Southern Association of Colleges and Schools (SACS) for notification.
Virginia Tech Degree Proposal

Bachelor of Science in Public Health (BSPH)

CIP: 51.2201

Type of degree action: New

Program Background

Health is defined as “a state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity” (http://www.who.int/aboutwho/en/definition.html). Public health is “the science and art of promoting health, preventing disease, and prolonging life through the organized efforts of society” (http://whqlibdoc.who.int/hq/1998/WHO_HPR_HEP_981.pdf). The United States spends more than any developed country on health care and yet U.S. health outcomes are inferior to countries which spend much less. In fact, the U.S. health care system is ranked 37th internationally (http://thepatientfactor.com/canadian-health-care-information/world-health-organizations-ranking-of-the-worlds-health-systems/). Within the U.S., public health outcomes vary widely (http://www.americashealthrankings.org/explore/2015-annual-report) with Virginia ranked as 21, while other nearby states rank even lower (N. Carolina, 31; Tennessee, 43; Kentucky, 44; W. Virginia, 47). In response to concerns about public health, the U.S. Office of the Assistant Secretary for Health, Health and Human Services (HHS) recently released ‘Public Health 3.0’, A Call to Action to Create a 21st Century Public Health Infrastructure (https://www.healthypeople.gov/sites/default/files/Public-Health-3.0-White-Paper.pdf). This report concludes that “the public health workforce must acquire and strengthen its knowledge base, skills, and tools in order to meet the evolving challenges to population health, to be skilled at building strategic partnerships to bring about collective impact, to harness the power of new types of data, and to think and act in systems perspective. This will require a strong pipeline into the public health workforce, as well as access to ongoing training and mid-career professional development resources”. The Centers for Disease Control and Prevention (CDC) also notes that “serious public health workforce shortages exist in disciplines that perform surveillance functions and these shortages limit the nation’s capacity and plans for enhancement” (Drehobl, 2012). The Institute of Medicine, a strong supporter of public health, sees a public health trained workforce as an important component in helping the United States close gaps in health outcomes. In their 2012 report, For the Public’s Health (https://www.nationalacademies.org/hmd/~~/media/Files/Report%20Files/2012/For-the-Publics-Health/phfunding_rb.pdf), the IOM highlights the types of skills that will be needed for this effort: “Public health departments can play several crucial roles in helping the nation reach these goals. In the past, public health has leveraged many partners to control — and even vanquish — infectious diseases through effective prevention strategies, sharply diminish environmental lead exposures, and nearly halve tobacco use. Today, public health departments can continue to bring together partners to assess community needs, and to plan and implement activities intended to meet key challenges in the areas of chronic disease, injury, emerging infectious diseases, mental health, and environmental health.”

Virginia Tech currently offers an accredited Master of Public Health (MPH) degree as well as a number of undergraduate courses with public health relevance. However, there is no undergraduate program at Virginia Tech that addresses all the Council on Education for Public Health (CEPH) Bachelor of Science in Public Health (BSPH) accreditation criteria. CEPH accreditation criteria is focused on
providing students with the skills and expertise necessary to join the public health workforce or to prepare for graduate programs in public health and allied fields.

The Department of Population Health Sciences in the Virginia Maryland College of Veterinary Medicine is requesting approval to offer a Bachelor of Science in Public Health (BSPH) degree beginning Fall, 2018. No other Commonwealth university offers the BSPH degree.

The overall undergraduate curriculum introduces students to foundations of scientific knowledge including the biological and life sciences and the concepts of health and disease; foundations of social and behavioral sciences; public health data analytics; biostatistics; epidemiology; environmental health; health behavior; and health policy and administration. More specifically, the following content will be covered:

- The history and philosophy of public health as well as the core values, concepts, and functions across the globe and in society;
- The basic concepts, methods, and tools of public health data collection, use and analysis and why evidence-based approaches are an essential part of public health practice;
- The concepts of population health, and the basic processes, approaches and interventions that identify and address the major health-related needs and concerns of populations;
- The underlying science of human health and disease, including opportunities for promoting and protecting health across the life course;
- The socioeconomic, behavioral, biological, environmental and other factors that impact human health and contribute to health disparities;
- The fundamental concepts and features of project implementation, including planning, assessment and evaluation;
- The fundamental characteristics and organizational structures of the US health system as well as the differences between systems in other countries;
- Basic concepts of legal, ethical, economic, and regulatory dimensions of health care and public health policy and the roles, influences, and responsibilities of the different agencies and branches of government;
- Basic concepts of public health-specific communication, including technical and professional writing and the use of mass media and electronic technology.
- Ability to communicate public health information, in both oral and written forms, through a variety of media and to diverse populations;
- The ability to locate, use, evaluate and synthesize public health information.

Mission

The mission of the BSPH program is to prepare graduates for placement directly into the public health workforce or into graduate programs in public health and allied fields. The BSPH program will be grounded in a One Health model which involves the human-animal-environmental health interface and provides experiential learning and professional preparation in the core and concentration competencies, functions and responsibilities of public health.

Faculty and students will serve community needs through development of mutually beneficial partnerships with communities, local health departments, medical and veterinary organizations, community-based organizations, other public health and private institutions to improve local, state, regional, national and global public health, contribute to workforce development and advance One Health.
Online Delivery
Currently two of the core courses are available online and while some general education and elective courses may be online the intent is to offer this program face-to-face.

Accreditation
The Department of Population Health Sciences in the Virginia Maryland College of Veterinary Medicine has a CEPH accredited Public Health Program which currently operates the Master of Public Health (MPH) degree. The BSPH program will stand for accreditation under the current Public Health Program accreditation.

Advisory Board
The current Public Health External Advisory Board includes representatives from public health-affiliated agencies, institutions, associations and corporations. This Board will oversee both the BSPH and MPH programs.

Charge -- The External Advisory Board offers an external perspective on all aspects of the program. Specifically, the Advisory Board:

- Represents important health stakeholders in the region and beyond;
- Advises program leaders on issues related to program accreditation;
- Lends advice on sound financial practices the program should follow to be self-supporting;
- Helps identify relevant funding opportunities; and
- Assists in networking and student field placement; and
- Assists in promoting the program.

Advisory Board Members
- John Dreyzehner, MD, MPH; Chair Commissioner of Health, Tennessee Former Director, Cumberland Plateau Health District Virginia Department of Health
- Nathaniel L. (N.L.) Bishop, M.S.Ed, D.Min. President, Jefferson College of Health Sciences Chair of Department of Interprofessionalism VTCSOM
- Ben Davenport, Jr.; Chairman, Davenport Energy & First Piedmont Corporation
- Katherine Feldman, DVM, MPH, DACVPM State Public Health Veterinarian Maryland Department of Health and Mental Hygiene
- Bill Gruchow, PhD; Professor, Department of Public Health Education University of North Carolina at Greensboro
- Andy Morikawa Executive Director Emeritus (retired 2011) Community Foundation of The New River Valley
- Molly O’Dell, MD, MFA, Director, New River Health District Virginia Department of Health
Admission Criteria
Undergraduates will have the opportunity to be admitted directly into the BSPH program as a part of their Virginia Tech application. Virginia Tech requires all entering freshmen to have completed:

- 18 units of high-school course work;
- 4 units of English;
- 3 units of math that includes a minimum of algebra I and II and geometry;
- 2 units of laboratory science;
- 2 units of social science one of which must be history;
- 3 additional academic units (foreign language is recommended);
- 4 elective units.

In addition, undergraduates may internally transfer into the BSPH program. There are no special admission requirements.

Goals of the Bachelor of Science in Public Health
Prepare students who:

(1) Demonstrate proficiency in implementing the public health core responsibilities and essential services;

(2) Apply public health analytics to identifying and addressing public health problems;

(3) Demonstrate public health workforce readiness.

Target Population
Seniors in Virginia high schools and in the Central Appalachian Region who are interested in attending Virginia Tech and majoring in public health is the target population for the BSPH.

BSPH Curriculum
The BSPH is a 120-hour degree program that includes 42 Pathways credits, 39 Public Health Core Requirements, and 39 Credits that are open for options such as an additional approved major or minors. This structure provides the student with the flexibility to complete coursework that is centrally related to their academic/career interests. Examples of what this structure would look like in practice could be a double majoring in Public Health and Computational Modeling and Data Analytics (or vice versa); Public Health and Biological Sciences (or vice versa); Public Health and Human Development (or vice versa); Public Health and Human, Nutrition, Foods and Exercise (or vice versa); and Public Health and Engineering (or vice versa). Instead of a double major students could complete approved university minors or pathways minors as a part of the 39 credits. The structure of this degree program is congruent to both the direction of Virginia Tech in terms of a university without borders and the emphasis SCHEV has placed on degree programs that are less prescriptive and maximize student choice.

The requirements of the BSPH and a semester by semester checklist follows. Letters of support for Pathways courses, BSPH Core Courses, and the BSPH Degree can be found in Appendices A, B, and C respectively.
### Bachelor of Science in Public Health (BSPH) Curriculum

(Note: Course Support Letters can be found at the end of the proposal)

<table>
<thead>
<tr>
<th>Pathways General Education Courses</th>
<th>Total: 42 Credits</th>
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<tbody>
<tr>
<td><strong>Discourse (9 credits)</strong></td>
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</tr>
<tr>
<td>ENGL 1105 First-Year Writing (3 credits)</td>
<td></td>
</tr>
<tr>
<td>ENGL 1106 First-Year Writing (3 credits)</td>
<td></td>
</tr>
<tr>
<td>Chose Advanced Course (2000+) (3 credits)</td>
<td></td>
</tr>
<tr>
<td><strong>Critical Thinking in the Humanities (6 credits)</strong></td>
<td></td>
</tr>
<tr>
<td>Choose Humanities Course (3 credits)</td>
<td></td>
</tr>
<tr>
<td>Choose Humanities Course (3 credits)</td>
<td></td>
</tr>
<tr>
<td><strong>Reasoning in the Social Sciences (6 credits)</strong></td>
<td></td>
</tr>
<tr>
<td>PSYC 1004 Introductory Psychology (3 credits)</td>
<td></td>
</tr>
<tr>
<td>SOC 1004 Introductory Sociology (3 credits)</td>
<td></td>
</tr>
<tr>
<td><strong>Reasoning in the Natural Sciences (6 credits)</strong></td>
<td></td>
</tr>
<tr>
<td>BIOL 1105 Principles of Biology (3 credits)</td>
<td></td>
</tr>
<tr>
<td>BIOL 1106 Principles of Biology (3 credits)</td>
<td></td>
</tr>
<tr>
<td><strong>Quantitative and Computational Thinking (9 credits)</strong></td>
<td></td>
</tr>
<tr>
<td>MATH 1014 Precalculus with Transcendental Functions (3 credits)</td>
<td></td>
</tr>
<tr>
<td>STAT 3615 Biological Statistics (3 credits)</td>
<td></td>
</tr>
<tr>
<td>Chose Advanced Course (2000+) (3 credits)</td>
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<tr>
<td><strong>Critique and Practice in Design and the Arts (6 credits)</strong></td>
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<tr>
<td>Choose Art Course or Integrated Art/Design Course (3 credits)</td>
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<tr>
<td>Choose Design Course or Integrated Art/Design Course (3 credits)</td>
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<table>
<thead>
<tr>
<th>Public Health Core Requirements (Total 39 Credits)</th>
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<tbody>
<tr>
<td>HNFE 1004: Human Nutrition, Foods, and Exercise (3 credits)</td>
<td></td>
</tr>
<tr>
<td>PHS 1514 Personal Health (3 credits)</td>
<td></td>
</tr>
<tr>
<td>PHS 2004 Introduction to Public Health (3 credits)</td>
<td></td>
</tr>
<tr>
<td>HNFE 2664 Behavioral Nutrition and Physical Activity (3 credits)</td>
<td></td>
</tr>
<tr>
<td>PHS 3014 Introduction to Environmental Health (3 credits)</td>
<td></td>
</tr>
<tr>
<td>PHS 3534 Drug Education (3 credits)</td>
<td></td>
</tr>
<tr>
<td>HNFE 3634 Epidemiological Concepts of Health and Disease (3 credits)</td>
<td></td>
</tr>
<tr>
<td>PHS 4044 Public Health Policy and Administration (3 credits, Junior Standing)</td>
<td></td>
</tr>
<tr>
<td>PHS 4054 Concepts in One Health (3 credits, Junior Standing)</td>
<td></td>
</tr>
<tr>
<td>PHS 4064 Modeling Infectious Diseases (3 credits, Junior Standing)</td>
<td></td>
</tr>
<tr>
<td>PHS 4074 Practicum in Public Health (3 credits, Senior Standing)</td>
<td></td>
</tr>
<tr>
<td>COMM 4324 Issues in Health Communication (3 credits, Junior Standing)</td>
<td></td>
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<tr>
<td>SOC 4704 Medical Sociology (3 credits, Junior Standing)</td>
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</table>

<table>
<thead>
<tr>
<th>Additional Major/Minor/Free Electives 39 credits</th>
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</thead>
</table>

**Total: 120 Credits**
### Virginia-Maryland Regional College of Veterinary Medicine
#### Department of Population Health Sciences
#### Bachelor of Science in Public Health
#### Major in Public Health
#### For Students Graduating in Calendar Year 2022

<table>
<thead>
<tr>
<th>Fall Semester Freshman 2018</th>
<th>Credits</th>
<th>Spring Semester Freshman 2019</th>
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<tr>
<td>ENGL 1105 First-Year Writing (Discourse)</td>
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<td>ENGL 1106 First-Year Writing (Discourse)</td>
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<tr>
<td>PSYC 1004 Introductory Psychology (Reasoning Social Sciences)</td>
<td>3</td>
<td>SOC 1004 Introductory Sociology (Reasoning Social Sciences)</td>
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</tr>
<tr>
<td>BIOL 1105 Principles of Biology (Reasoning Natural Sciences)</td>
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</tr>
<tr>
<td>MATH 1014 Precalculus with Transcendental Functions (Quantitative and Computational Thinking)</td>
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<td>Free Elective Course</td>
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<tr>
<td>Free Elective Course</td>
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<td>PHS 1514 Personal Health</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>TOTAL</strong></td>
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<thead>
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<th>Credits</th>
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<td>Critical Thinking in the Humanities Course (Choose Humanities Course)</td>
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</tr>
<tr>
<td>Critical and Practice in Design and the Arts Course (Choose Art or Design Course or Art/Design Course)</td>
<td>3</td>
<td>Advanced Quantitative and Computational Thinking Course</td>
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<tr>
<td>Advanced Discourse Class Choose Advanced Course (2000+)</td>
<td>3</td>
<td>PHS 2004 Introduction to Public Health</td>
<td>3</td>
</tr>
<tr>
<td>HNFE 1004 Human Nutrition, Foods and Exercise</td>
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<td>Free Elective Course</td>
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</tr>
<tr>
<td>HNFE 2664 Behavioral Nutrition and Physical Activity</td>
<td>3</td>
<td>Critical and Practice in Design and the Arts Course (Choose Art or Design Course or Art/Design Course)</td>
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<tr>
<td><strong>TOTAL</strong></td>
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<table>
<thead>
<tr>
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<tr>
<td>PHS 3534 Drug Education</td>
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<td>STAT 3615 Biological Statistics (Quantitative and Computational Thinking)</td>
<td>3</td>
</tr>
<tr>
<td>Free Elective Course</td>
<td>3</td>
<td>PHS 3014 Introduction to Environmental Health</td>
<td>3</td>
</tr>
<tr>
<td>Free Elective Course</td>
<td>3</td>
<td>PHS 4044 Public Health Policy and Administration (Junior Standing)</td>
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<tr>
<td>Free Elective Course</td>
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<td>Free Elective Course</td>
<td>3</td>
</tr>
<tr>
<td>HNFE 3634 Epidemiological Concepts of Health and Disease</td>
<td>3</td>
<td>Free Elective Course</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
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<td><strong>TOTAL</strong></td>
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</table>
Virginia-Maryland Regional College of Veterinary Medicine  
Department of Population Health Sciences  
Bachelor of Science in Public Health  
Major in Public Health  
For Students Graduating in Calendar Year 2022

<table>
<thead>
<tr>
<th>Fall Semester Senior 2021</th>
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<tr>
<td>PHS 4054 Concepts in One Health(^1) (Junior Standing)</td>
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<td>PHS 4064 Modeling Infectious Diseases(^1) (Junior Standing)</td>
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<tr>
<td>COMM 4324 Issues in Health Communication(^1) (Junior Standing)</td>
<td>3</td>
<td>PHS 4074 Practicum(^1) (Senior Standing)</td>
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<tr>
<td>SOC 4704 Medical Sociology(^1) (Junior Standing)</td>
<td>3</td>
<td>Free Elective Course</td>
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<tr>
<td>Free Elective Course</td>
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<tr>
<td>Free Elective Course</td>
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<td>Free Elective Course</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>15</strong></td>
<td><strong>TOTAL</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

\(^1\) Course satisfies a Public Health Core requirement (Total 39 Credits)

Note: Students who did not successfully complete at least two years of a single foreign, classical, or sign language during high school must successfully complete six semester hours of a single foreign, classical, or sign language at the college level. Courses taken to meet this requirement do not count toward the hours required for graduation. Please consult the Undergraduate Catalog for details.

Note: Some courses listed on this checksheet have prerequisites. Please consult the University or check with your advisor.

Satisfactory Progress Toward Degree

(1) After having attempted 36 semester credits (including transfer, advanced placement, and advanced standing) students must have passed at least 12 semester credits of Pathways to General Education.

(2) After having attempted 72 semester credits (including transfer, advanced placement, and advanced standing) students must have passed at least 24 semester credits of the Pathways to General Education.

After having attempted 96 semester credits (including transfer, advanced placement and advanced standing) students must have an in-major grade point average of 2.0 or higher and should have completed PHS 1514, 3004, 3014,3534, 4044, 4054, 4064; HNFE 1004, 2664; SOC 4704; COMM 4324; STAT 3615

Courses used to calculate in-major GPA

Students must maintain a minimum of 2.0 GPA and earn a grade of C- or better in each of the following courses:

PHS 1514, 3004, 3014,3534, 4044, 4054, 4064; HNFE 1004, 2664; SOC 4704; COMM 4324
STAT 3615
Student Retention and Continuation Plan

Each student in the program will have an advisor who will make every effort to make sure students are retained and that the student will graduate in a reasonable time period. In addition, the Program and Policy Committee in the Population Health Sciences will examine progress toward degree for each student and assist those who are not adequately progressing. For those students who transfer to a different major an exit interview will be held to ascertain why a student is transferring from the program. In general, as with the MPH degree, faculty will be highly involved to maximize the opportunity for student success.

Faculty

All faculty in the MPH program in the Department of Population Health Sciences will teach and advise in the proposed BSPH program. The faculty are all content experts and accomplished research and/or public health practitioners. The list of core faculty can be found in Appendix A.

<table>
<thead>
<tr>
<th>Course</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>HNFE 1004</td>
<td>TBA</td>
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<tr>
<td>PHS 1514</td>
<td>Redican</td>
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<tr>
<td>PHS 2004</td>
<td>Marmagas</td>
</tr>
<tr>
<td>HNFE 2664</td>
<td>TBA</td>
</tr>
<tr>
<td>PHS 3014</td>
<td>Gohlke</td>
</tr>
<tr>
<td>PHS 3534</td>
<td>Redican</td>
</tr>
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<td>HNFE 3634</td>
<td>Hungerford</td>
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<tr>
<td>PHS 4044</td>
<td>Redican</td>
</tr>
<tr>
<td>PHS 4054</td>
<td>Pierson</td>
</tr>
<tr>
<td>PHS 4064</td>
<td>Abbas</td>
</tr>
<tr>
<td>PHS 4074</td>
<td>Advisor</td>
</tr>
<tr>
<td>COMM 4324</td>
<td>Ivory</td>
</tr>
<tr>
<td>SOC 4704</td>
<td>TBA</td>
</tr>
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</table>

Public Health Core Course Descriptions

HNFE 1004: HUMAN NUTRITION, FOODS AND EXERCISE

Scientific information applied to current concerns in foods, nutrition and exercise as it affects the nutritional health well-being of humans. (3H, 3C)

PHS 1514: PERSONAL HEALTH

Fundamental health content and theory to provide students with constructive health information necessary to meet current and future personal health needs. Special emphasis on wellness and health promotion. (3H,3C)

PHS 2004: INTRODUCTION TO PUBLIC HEALTH

An examination of the how the public health core disciplines of biostatistics, epidemiology, health policy and administration, health behavior, and environmental health work together in addressing public health problems. Special emphasis on the public health infrastructure and role of health informatics in public health. (3H, 3C)
HNFE 2664: BEHAVIORAL NUTRITION AND PHYSICAL ACTIVITY
Introduction to behavioral theories used to design, implement and evaluate health promotion programs, and theories underlying health behavior change. Interactions between individuals, physical and social environments, interpersonal, and intrapersonal determinants of health behavior. Epidemiological evidence of benefits of health eating and physical activity. (3H, 3C)

PHS 3014: INTRODUCTION TO ENVIRONMENTAL HEALTH
This course will provide an overview of environmental health, examining local, national, and international frameworks. The course will cover environmental factors that affect human health, including major classes of chemical, biological, and physical exposures from different environmental media (air, water, food, and soil). The class will emphasize toxicology and epidemiology methodologies used at the individual (mechanistic) level and at the population level to determine environmental causes of disease and find the most appropriate prevention or control measure to minimize adverse health outcomes. (3H, 3C).

PHS 3534: DRUG EDUCATION
Interpretation of multidimensional (social, psychological and physiological) scientific data regarding drugs. The major drug categories will be covered with special emphasis on substance misuse and abuse. (3H,3C)

HNFE 3634: EPIDEMIOLOGIC CONCEPTS OF HEALTH AND DISEASE
Designed to give students in the health sciences a basic understanding of the modern concepts regarding health and disease as well as skills in organizing epidemiological data, disease investigation and surveillance. Includes a survey of terms, concepts, and principles pertinent to epidemiology. Lifestyles of populations and the relationships between lifestyles and health status are studied. II. (3H,3C)

PHS 4044: PUBLIC HEALTH POLICY AND ADMINISTRATION
This course will focus on the evolution of public health policy in United States. Public health and health care systems will be examined. Administrative concepts central to public health such as strategic planning, controlling, directing, leadership and health law will be covered in the course. (3H, 3C).

PHS 4054: CONCEPTS IN ONE HEALTH
One Health refers to the dynamic interdependence of human, animal and environmental health and provides an important perspective in examining health problems. This course focuses on the theoretical foundations of One Health, methods for assessing animal-human linkages, policies and practices related to One Health, and capacity building and public engagement. (3H, 3C).

PHS 4064: MODELING INFECTIOUS DISEASES
Mathematical modeling of infectious diseases in humans and animals. Deterministic susceptibles-infectious-recovered (SIR) and related models, estimation of reproductive number, host heterogeneities, multi-pathogen/multi-host models, spatio-temporal models, stochastic dynamics, and modeling for public health policy. (3H, 3C)

PHS 4074: PRACTICUM IN PUBLIC HEALTH
Public health theories and concepts in a work setting; comprehensive, structured experience requires student to demonstrate professional competencies while working closely with a supervisor in a public health practice setting. Pre-requisite: Senior standing and completion of 21 hours of public health core courses. (3C).
COMM 4324: ISSUES IN HEALTH COMMUNICATION
Study of issues related to the theory and practice of health communication, including interpersonal, public, organizational, political, and cultural. Senior standing required. (3H,3C).

SOC 4704: MEDICAL SOCIOLOGY

Program Administration
An undergraduate BSPH program director will be identified internally or if need be recruited. The BSPH program director will oversee all aspects of the BSPH program, from admissions to assignment of advisor to tracking student success. The program director will be the face of the program and as such will oversee all the moving parts.

Student Assessment
Having completed the program, students are expected to demonstrate the ability to:

- Describe the role of public health professionals in protecting, improving and promoting health in communities;
- Demonstrate understanding of the use of biostatistics and epidemiology in infectious and chronic disease etiology, occurrence and prevention;
- Design a public health program that utilizes core public health concepts (biostatistics, environmental health, epidemiology, health services administration, and social and behavioral sciences) in solving community problems;
- Define the role of public health in meeting community health needs;
- Prepare a public health program that reduces incidence and prevalence of diseases and / or high risk health behaviors in selected communities;
- Describe the core principles and theories used in primary, secondary and tertiary prevention;
- Define the role of the health promotion specialist as a member of the public health team;
- Prepare a comprehensive prevention program designed to address a real a public health problem;
- Describe the infectious disease process;
- Demonstrate the skill to apply public health concepts to infectious disease;
- Design a clinical and public health approach to prevention and control of infectious disease;
- Define the role of infectious disease public health specialists in recognizing, evaluating and mitigating infectious disease impacts in populations;
- Prepare a comprehensive plan to prevent and control communicable disease outbreaks.
Student Assessment

Student learning will be assessed by:

- Evaluation of student performance in courses by the advisor and program director;
- Evaluation of student progress towards completion of degree by the advisor and program director;
- Review of student competencies and skills in practicum development and practicum performance by the advisor and program director;
- Assessment of student competencies and skills in culminating experience, with evaluation of student abilities to design, execute, analyze and evaluate a public health problem and student abilities to propose (a) solution(s) to protect, maintain and / or enhance public health.

Program Assessment Strategy

The Assessment Committee for the MPH/BSPH program will monitor consistency of recruitment, program delivery, course offerings, graduation, and fulfilling the needs of Southwest Virginia and the Commonwealth.

The Assessment Committee will continuously collect data to facilitate program assessment on whether goals are being met. This is necessary to allow the steering committee to make modifications that will improve outcomes. In addition to collecting numerical data to track Benchmarks of Success (below), several groups of stakeholders will be asked for feedback.

1. Current Students. In addition to normal course evaluations, feedback from current students will be collected once a year about their experience with the program including course quality and relevance, and program administration through an anonymous survey and town hall meetings.

2. Alumni. Six months or more after graduation, alumni will be surveyed to determine their employment outcomes and to collect data on how appropriate their training was for the job they now hold.

3. Faculty. Faculty teaching in the program will be contacted yearly to provide program feedback and suggestions for improvement.

4. Community Contacts. Employers of program alumni will be contacted at least six months after hiring new graduates for data on whether the skills of our graduates are appropriate to their needs.

Benchmarks of Success

Criteria for success of the BSPH program includes:

- Enrollment of 400 majors by the 4th year after the first class is admitted;
- 75% or more of majors graduate in 4 years or less;
- Program retention rate is at least 80%;
- 75% of graduates obtain employment in public health or pursue graduate studies within two years of graduation;
- 75% of alumni are satisfied or very satisfied with the academic experience;
• 75% of employers are satisfied with graduate’s job performance after 3 years of employment.

Expansion of an Existing Program
This program is not an expansion of an existing program

Relationship to Existing Degree Programs
The proposed BSPH program has no relationship with other undergraduate degrees at Virginia Tech.

Collaboration or Stand Alone
A stand-alone degree program is being proposed. As with all degrees, curricular requirements include courses from other departments. The BSPH will be managed by the Department of Population Health Sciences.

Response to Current Needs
Reports from a range of governmental and other agencies have described the serious shortage of public health workers and the need for additional training, particularly in areas that align with the model for the VT-shaped student (“...building strategic partnerships to bring about collective impact, to harness the power of new types of data, and to think and act in systems perspective”, [https://www.healthypeople.gov/sites/default/files/Public-Health-3.0-White-Paper.pdf]). According to the U.S. Department of Labor, the health sciences field represents the largest single industry in the U.S., accounting for 14.3 million jobs across 200 different fields. In addition, seven of the 20 fastest growing occupations are health-related, generating 3.25 million new jobs between 2008 and 2018, a 22 percent increase, or double the growth of all other industries combined. In the future, it is anticipated there will be a growing need for health promotion professionals as a result of rising incidence of chronic disease, rising health care costs driving intervention strategies, increased need for research in the area of disease prevention, the aging work force, technological advances, and increased demand for consultants.

Employment Demand
The Association of Schools and Programs of Public Health (ASPPH) currently estimates 250,000 more public health workers will be needed in the U.S. by 2020. The public health workforce in the U.S. is diminishing, with 23% of the current workforce (almost 110,000 workers) eligible for retirement by 2012. Nationally, existing schools of public health would have to train nearly three times the number of current graduates to meet this projected demand.

**Employment projections data for health educators and community health workers, 2014-24**

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<tr>
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<tbody>
<tr>
<td>Health educators &amp; community health workers</td>
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<td>115,700</td>
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Bachelor of Science in Public Health (BSPH) Proposal

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| May 2015, median annual wage for health educators in top industries: |
|-----------------|-------------|
| Hospitals; state, local, and private | $61,610 |
| Government | 54,050 |
| Ambulatory health care service | 50,300 |
| Religious, grantmaking, civic, professional, and similar organizations | 47,360 |
| Social assistance | 39,390 |


| May 2015, Median annual wage for community health in top industries: |
|-----------------|-------------|
| Hospitals; state, local, and private | $43,530 |
| State and local government, excluding education and hospitals | 39,240 |
| Religious, grantmaking, civic, professional, and similar organizations | 38,190 |
| Ambulatory health care service | 34,740 |
| Individual and family services | 33,740 |


<table>
<thead>
<tr>
<th>Health Educators and community Health Workers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Median annual wages, May 2015</td>
</tr>
<tr>
<td>Health educators</td>
</tr>
<tr>
<td>Health educators and community health workers</td>
</tr>
<tr>
<td>Counselors, social workers, and other community service specialists</td>
</tr>
<tr>
<td>Community Health workers</td>
</tr>
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<td>Total, all occupations</td>
</tr>
</tbody>
</table>


Student Demand

The Department of Population Health Sciences routinely receives requests from undergraduate students to be allowed to enroll in one or more of the MPH courses. If space was available in the class and the student was a senior with a 3.0 GPA or above they were generally allowed to take the course. During Spring, 2014, a special section of PHS 5004 Fundamentals of Public Health was offered as an undergraduate special study and 73 undergraduate students enrolled in the class. There was no solicitation for this course – 73 students found it listed in the timetable and enrolled.

In late Spring, 2016 a survey was sent to university studies students that summarized what a BSPH program would look like and if the student would be interested. One hundred and forty-four students
responded that they would be interested in pursuing a BSPH if it were offered. No email blasts were used to increase response rate.

It is clear that the interest in the BSPH is keen and enrollment projections are realistic. Further, the degree with complement the other health-related undergraduate majors currently offered.
Projected Enrollment

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4 (Target Year)</th>
<th>Year 5 (Target Year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HDCT 100</td>
<td>FTES</td>
<td>HDCT 200</td>
<td>FTES</td>
<td>HDCT N/A</td>
</tr>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>HDCT 300</td>
<td>FTES</td>
<td>FTES N/A</td>
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<td></td>
<td>GRAD N/A</td>
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<td></td>
<td>HDCT 400</td>
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<td>FTES</td>
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<td></td>
<td></td>
<td>GRAD N/A</td>
</tr>
</tbody>
</table>

Note: VCCS institutions should only complete Years 1 through 4. Graduation rates must be included in Year 4, Target year.

Definitions:
- HDCT—Fall headcount enrollment
- FTES—annual full-time equated student enrollment
- GRADS—annual number of graduates of the proposed program

Assumptions

Faculty in the Department of Population Health Sciences are frequently asked by undergraduate students to enroll in MPH graduate courses. This is a good indication that public health courses albeit graduate are highly sought after by Virginia Tech students. Further, with the expansion of health science related initiatives at the university an undergraduate BSPH degree would interface very smoothly with the other health science initiatives.

Duplication

The proposed BSPH program does not duplicate any already existing program at Virginia Tech. There is no major that is framed around the public health core responsibilities and essential services and CEPH accreditation criteria.

Library

The library holdings currently serve the MPH program. These resources will be used by BSPH students as well.

Projected Resource Needs for the BSPH

Resource needs relating to instructional and advising personnel, space and funding will be met in part through expanded use of existing resources available in the College of Veterinary Medicine and the University. As described above, faculty currently assigned teaching and advising functions in the MPH program will provide instructional support for the public health core requirements of the BSPH program. In regard to instructional space, the CVM expects to complete a facilities remodeling project by the end of the spring semester in 2017 that involves construction of a scale-up teaching space accommodating 65 students. This facility, together with availability of the DVM classrooms in the late afternoon and evenings and anticipated creation of instructional spaces at the Health Sciences and Technology – 1 initiative in Roanoke, are expected to meet the space needs to deliver the public health core. The pathways general education enrollments will need to be accommodated in other colleges and through the use of general classroom spaces on campus.

It is clear, however, that while existing resources will contribute significantly to meeting the needs of the program, they will not be sufficient to support anticipated enrollment of approximately 400 students. Recognizing that accurate assessment of resource requirements will evolve in conjunction
with program development, the College at this time estimates that the following additional resources will need to be committed to the program to assure its success:

**New faculty positions:**
- 1 tenure-track epidemiology position in the Data Analytics and Decision Sciences (DADS) destination area has already been committed by the Provost
- Another tenure-track position in DADS committed by the Provost in the next round of position allocations will be committed to public health.
- Full implementation of the program is expected to need two faculty positions in addition to the two destination area positions indicated above. While these will have significant teaching assignments, assignment of at least 30% of each appointment to research and scholarship will meet the College standard for these being tenure-track appointments. It is anticipated that BSPH tuition revenue will support these appointments.

**Graduate Teaching Assistantships:**
- GTAs currently funded in the College will be assigned instructional duties in the BSPH program.

**University staff:**
- One staff position will be needed to provide administrative support and advising coordination. It is anticipated that BSPH tuition revenue will support this appointment.
REFERENCES


Institute of Medicine. For the Public’s Health. April, 2012.


Appendix A
BSPH Core Faculty

Kaja M. Abbas, PhD, Computer Science, 2006, University of North Texas, Assistant Professor of Infectious Diseases in Public Health

Andrea Bertke, PhD, 2007, Uniformed Services University of the Health Sciences, Assistant Professor of Infectious Diseases in Public Health

Julia M. Gohlke, PhD, Environmental Health, 1993, University of Washington, Seattle, WA, Assistant Professor of Public Health

Kathryn W. Hosig, PhD, Nutrition, 1992, Purdue University, Associate Professor of Public Health

Laura Hungerford, DVM, MPH, PhD, 1989, University of Illinois, Professor of Epidemiology.

Susan West Marmagas, MPH, 1995, University of California at Berkeley, Associate Professor of Practice

Frank William Pierson, DVM, 1984, Professor, Biosecurity and Infection Control / Clinical Specialist, Poultry Medicine.

Kerry J. Redican, PhD, 1976, University of Illinois at Champaign-Urbana, Professor of Public Health.

Sophie Wenzel, 1998, MPH, Emory University, Lecturer in Public Health
Appendix B

Course Support Letters

Kerry,

Biological Sciences supports inclusion of BIOL 1105, 1106 Principles of Biology in the proposed Bachelor of Science in Public Health (BSPH) curriculum. Please be aware that our ability to offer seats in these classes is dependent on continued enrollment support funding or any future funding mechanism that replaces enrollment support.

Rich

Richard A. Walker
Associate Department Head and Associate Professor
Biological Sciences
2089 Derring Hall, 1405 Perry Street
Virginia Tech, Blacksburg, VA 24061-0406
540-231-3803 (phone) 540-231-9307 (fax) rawalker@vt.edu

Hi Kerry:

We are delighted that you will be requiring ENGL 1105 and 1106 on your checksheet.

Please know that we offer three courses that might be of interest to your students as electives: ENGL3154 Literature, Medicine, and Culture and ENGL4314 Narrative Medicine, and ENGL4824 Science Writing. Each will probably also go through as Pathways courses, in both discourse and humanities.

Cheers,

BH

Bernice L. Hausman
Chair, Department of English, Virginia Tech
Edward S. Diggs Professor in the Humanities
Professor, Virginia Tech Carilion School of Medicine
540-231-8466
bhausman@vt.edu
Dear Kerry,

Thank you for writing to alert me to the anticipated proposal of a new Bachelor of Science in Public Health. The degree requirements include Math 1014, and you expect 100 students per year in your new program. As long as the new budget model provides resources associated with the additional student credit hours, the Math Department will be able to support this new requirement.

As far as your assumption that Math 1014 will satisfy Pathways quant/comp requirements, all I can say at this point is that I don't know. In spite of my efforts and the efforts of many colleagues in the Math Department and the College of Science, I have very little understanding of what changes are required to make a CLE Area 5 course a Pathways quant/comp course. Thank you for mentioning that you hope to use Math 1014 to satisfy Pathways requirements. Can you tell me what topics in Math 1014 are essential to your major and what topics are not? This information could help us as we try to figure out how to include Pathways learning objectives.

Finally I note that, under current university Advanced Standing policy, students who have certain admissions characteristics and who get a good enough grade in Math 1025 can get credit for Math 1014 without taking the Math 1014. This observation suggests a potentially efficient way for your students to collect Pathways quant/comp credit. The Math Department does not set or administer the university's Advanced Standing policy. Without knowing how Stat 3604 will fit in Pathways requirements, I cannot guarantee that this suggestion will actually help students.

Peter Haskell
Professor and Chair
Department of Mathematics (MC 0123)
McBryde 460
Virginia Tech
225 Stanger Street
Blacksburg, VA 24061
540-231-6536
fax: 540-231-5960
phaskell@math.vt.edu

Hi Kerry,

We support the inclusion of PSYC 1004 as a required course in the proposed BSPH degree.

Best,

Bob

Robert S. Stephens, Ph.D.
Professor & Department Chair
Department of Psychology
Virginia Tech
Good afternoon. Indeed, this is fine. We are pleased to have the course included in the Bachelor’s degree in Public Health. I anticipate we may well offer a couple more health classes in the future such as health communication campaigns, etc.

Have a great week.

All the best,

Bob

Robert E. Denton, Jr. Ph.D.
W. Thomas Rice Chair
Department of Marketing
Pamplin College of Business
Professor and Department Head
Department of Communication
College of Liberal Arts & Human Sciences
115 Shanks Hall MC 0311
181 Turner Street NW
Virginia Tech
Blacksburg, VA 24061

540 231-7166 office
rdenton@vt.edu

Hulver, Matthew <hulvermw@vt.edu>

Hi Kerry,

We approve BSPH students enrolling in HNFE 1004, HNFE 2664, and HNFE 3634. I intended to follow up with you last week about HNFE 2664 from the recent HNFE curriculum committee meeting. They had one additional edit to the learning indicators so Renee will be making that change but then working to finish the general education proposal so it all goes through at one time. The committee is supportive of HNFE 2664 being on the checksheet for the PHS undergraduate degree proposal and would like to revisit cross-listing once the degree is approved. They would like additional information on whether the course will be co-taught or if it will be taught by each department in different terms, and how content would be consistent if taught by departments in different terms. Perhaps we can meet in the next week or two to talk through those details? Thank you. Matt
Dear Kerry,

The department of sociology is pleased to have SOC 1004 (Introductory Sociology) and SOC 4074 (Medical Sociology) included in your new degree program.

Best,

John

John Ryan
Professor and Chair
Dept. of Sociology
Virginia Tech
560 McBryde Hall
Blacksburg, VA 24060
540-231-9396
http://liberalarts.vt.edu/academics/majors-and-minors/sociology-major.html

Dear Kerry,

The Department of Statistics is pleased to support the inclusion of STAT 3615 in the proposed Bachelor of Science in Public Health degree (subject to the usual caveat on the availability of resources, of course). We believe this degree is an exciting addition to Virginia Tech’s burgeoning health and medical educational and research capabilities.

Sincerely,

Ron

R.D. Fricker, Jr., Ph.D.
Professor and Head
Department of Statistics
Hutcheson Hall, room 406A
250 Drillfield Drive
Blacksburg, VA 24061
540-231-7754 (office)
831-869-8414 (cell)
rf@vt.edu
Appendix C

BSWH Degree Support Letters
COMMISSION ON EQUAL OPPORTUNITY AND DIVERSITY
MONDAY, MARCH 13TH, 2017
10:30 am – 12:00 pm
GRADUATE LIFE CENTER ROOM B

Meeting Minutes

PRESENT: Mike Bowers, Tom Brown, Mary Beth Dunkenberger, Amer Fayad, Ellington Graves, Deyu Hu, Maria Cana Jimenez, Lia Kelinsky for (David Clubb), Robin Lawson, Sara Leftwich, Erika Meitner, Stephanie Metko, Sandra Muse, Jennifer Nardine, Dale Robinson for (Kelly Oaks), Robin Queen, Takumi Sato, G. Don Taylor, Patty Perillo, Chris Saunders, Elizabeth Spingola, Christine Tysor, James Venable, Pamela Vickers, Michele Waters, Betty Wilkins, Daron Williams, John Gray Williams

ABSENT: Melissa Elliott, Logan Glascoe, Rosemary Goss, Bradley Klein (with notice), Mahek Nigam, Menah Pratt-Clarke (with notice), Sean Zhang, Lisa Wilkes (with notice)

GUESTS: Marcie Bishop, Marcy Schnitzer, Rick Sparks

WELCOME

Mary Beth Dunkenberger welcomed members, who introduced themselves. Deyu Hu will be new vice chair.

APPROVAL OF FEBRUARY 6TH MINUTES

Minutes for February 6th meeting were approved by unanimous vote.

REPORTS OF OFFICERS

Mary Beth reported on a meeting with caucus chairs on February 7. Caucus chairs provided updates, and concerns were raised about compensation and recognition for inclusion and diversity;

OFFICE OF INCLUSION AND DIVERSITY UPDATES

Dr. Marcy Schnitzer talked about the four conversation sessions co-sponsored by the Women’s Alliance and the Office for Inclusion and Diversity on February 22nd and 23rd. She said recommendations are being worked on, and results will be shared at the President’s InclusiveVT Executive Council meeting on March 28th.

Along with the Women’s Alliance, the Office for Inclusion and Diversity will host another conversation session on Monday April 10th for women staff and A/P faculty. The purpose
is to share ideas and suggestions related to promoting and enhancing the success of women at Virginia Tech.

**WORKGROUP REPORTS AND OLD BUSINESS**

a. Pathways Workgroup – Dr. Ellington Graves provided that the first reading by CUSP to University Council will be March 13th.

b. Faculty/Staff Equity Workgroup – Mary Beth referred to the discussion above regarding the Women’s Conversations.

c. Gender Identity and Banner – Rick Sparks from the Registrar’s Office, discussed Banner 9 transition. He said all Banner pieces are not in place at this time. The 1st round of updates have gone out, and the 2nd round will go out in August. He said this was a big step, but most of the technical work is done.

Dear Colleague Letter – John Gray Williams said that the committed has determined that internal policies are supportive, and there are no plans to roll back these policies.

d. Governance and Recognition – The working group committee convened on February 28th to decide the Principles of Community award recipient. The decision could not be announced at this time, but has been sent to the President’s office.

e. Old Business – Sandra Muse attended the joint meeting of commission chairs with President Sands. Concerns were noted regarding staff participation on committees, and lack of supervisor support for service, which is a common concern for CEOD.

**NEW BUSINESS**

a. Ombuds Resolution – Mary Beth discussed the resolution to establish the Office of the University Ombuds. Dale Robinson raised concerns about how issues of harassment and discrimination would be handled appropriately and confidentially from the Ombuds office. Tom Brown, Dean of Students provided clarification regarding what his office does, and how it would work with the Ombuds. He noted that the Ombuds is not required to keep records, but can pass off to the Dean of Students or another office that is required. Discussion will continue at the next full meeting.

b. Policy 1025 and Title 9 – This issue was raised at the previous meeting, regarding concerns about how people can proactively express support for diverse communities in the current political climate. Will the new office of academic communication support be involved in screening communications? Dale Robinson noted that if someone expresses support and there are repercussions, and there is action taken against an employee that comes under the framework of retaliation. Patty Perillo said that the intention of the academic communications office is more central coordination on websites, news, official
publications, and more centralized messaging around curricular and co-curricular initiatives.

c. Creation of Workgroup on Compensation and Recognition of Diversity Work – John Gray Williams and Robin Queen will work with Dr. Lisa Wilkes regarding concerns about unpaid labor related to inclusion and diversity work, and how to recognize and compensate people for their work.

d. Caucus and Representative Commission Reports – The Commission on Student Affairs has supported the Ombuds resolution, and the Commission on AP faculty has had its first reading of the resolution.

Mary Beth said several CEOD positions are expiring this year. She read the organizational names and asked members to be talking to their constituencies to help get these filled before Spring Semester ends.

**MEETING ADJOURNMENT AND WORKGROUP GATHERINGS**

The meeting was adjourned at 12:00pm. The working groups will convene from 12:00pm-1:00pm. The next meeting will be the CEOD Executive meeting on March 27 at 11:00am, in 301 conference room, Burruss Hall.

Respectfully Submitted,

Marcie Bishop
Recording Secretary, Commission on Equal Opportunity and Diversity
COMMISSION ON EQUAL OPPORTUNITY AND DIVERSITY
MONDAY, April 10, 2017
10:30 am – 12:00 pm
GRADUATE LIFE CENTER ROOM B

Meeting Minutes


GUESTS: Marcie Bishop, Joe Frazier, Andrew Peck, Marcy Schnitzer, Diane Zahm

WELCOME

Mary Beth Dunkenberger called the meeting to order. Introductions were provided by members and proxy’s attending.

APPROVAL OF MINUTES

Minutes from March 13th meeting were approved by unanimous vote.

REPORTS OF OFFICERS

Marcy Schnitzer talked about the President’s InclusiveVT Executive Council meeting that was held on March 28th. She said there were great presentations regarding model inclusion and diversity practices on campus. A follow-up meeting is being scheduled to discuss committee structure.

OFFICE FOR INCLUSION AND DIVERSITY UPDATES

Marcy Schnitzer announced the Women’s Alliance Conversations to be held on Monday April 10th, at 1:30pm, in the Owens Banquet Hall. These conversations are for AP/Faculty and Staff.

Dr. Menah Pratt-Clarke talked about the Faculty Women of Color in the Academy Conference (FWCA) held on April 2nd and 3rd at Virginia Tech. She said it was a very successful conference, with over 400 attending.
Dr. Pratt-Clarke announced plans for two summer camps that will be held at Virginia Tech this summer: ExploreVT for underrepresented students, June 25-29; and Black College Institute (BCI) Pre-College Program, July 5-8, ifor students who identify as African-American or Black. These campus are designed to attract underrepresented students who have a vision for college attendance.

WORKGROUP REPORTS AND OLD BUSINESS

a. Ombuds Resolution: A motion to approve the resolution was seconded and passed. Discussion concerned whether the ombuds office would be exempt from Title IX reporting. Other campuses have enacted limits to confidentiality for their ombuds offices. The national ombuds association has received a legal opinion supporting confidentiality. The university Safety and Security committee is considering the structure of the office. A vote was held on the resolution, with 15 approving, 3 opposed, and 8 abstentions.

b. Pathways: The resolution passed University Council. They are now in conversation with the Vice Provost for Undergraduate Affairs regarding a call for proposals and funding.

c. Faculty/Staff Equity Workgroup: The Women’s Alliance has requested a meeting with President Sands to discuss the findings of the Women’s Conversations and research about other institutions. The Alliance may be requesting a letter of support from CEOD.

d. Gender Identity and Banner: Patty Perillo talked about bathroom issues for transgender students, and how constituencies are becoming frustrated that the project is taking so long. She discussed bids on certain buildings and potentially renovation of bathrooms. She said her staff was engaged to make a meeting happen to solve this issue. Discussed were concerns about violating Virginia’s building and plumbing codes. It was suggested to talk with Sherwood Wilson in May, so that CEOD would have more information on the codes.

e. Governance and Recognition: The Principles of Community award winner could not be announced at this time.

f. Diversity Work Compensation and Service Recognition: The workgroup will meet with Lisa Wilkes in April. More information will follow.

NEW BUSINESS

a. SGA Resolution on Anti-Semitism response: Andrew Peck, Jewish Student Union talked about bias related incidents and safety concerns for the Jewish Community, and how to deal with these issues in the future. The commission discussed appropriate ways to communicate bias related incidents to the campus community. A letter of support for the SGA resolution was discussed.

b. Women’s Alliance Request to President to Establish Council on Gender Equity: More information will be shared at the April 10 meeting

c. Vice Chair and University Council Elections for FY2018: Deyu Hu will take over the role of CEOD Chair on July 1. Mary Beth discussed upcoming CEOD positions for FY2018.
d. Caucus and Representative commission Reports: Liz Spingola reported on a dialogue held by the Disability Alliance and Caucus on accessibility issues on campus. The results from the dialogue were troubling, and have been shared with the Department of Equity and Accessibility. Liz will provide a more in depth presentation at the April 10 meeting.

FULL MEETING ADJOURNMENT AND WORKGROUP GATHERINGS

The meeting adjourned at 12:00 P.M. The final meeting of the semester will be May 1, 10:30am-12:00pm, in the GLC Room B.

Respectfully Submitted,

Marcie Bishop
Office for Inclusion and Diversity
MINUTES

Commission on Graduate Studies & Policies
April 19, 2017
3:30 pm – 5:00 pm
Graduate School Conference Room

Present: Dr. Karen DePauw (ex officio), Dr. Sally Paulson (Chair), Dr. Lujean Baab, Dr. Rajesh Bagchi, Dr. Sudip Bhattacharjee, Dr. Nancy Bodenhorn, Dr. Kevin Edgar, Dr. Charlene Eska, Dr. Lesa Hanlin, Dr. William Huckle, Ms. Alex Hyler, Mr. Timothy Kinoshita, Ms. Erin Lavender-Stott, Dr. Kathy Lu, Mr. Brett Netto, Dr. Annie Pearce, Ms. Tara Reel, Ms. Libbie Sonnier-Netto, Dr. Zhiwu Xie and Dr. Ying Zhou.

Absent with Notification: Dr. Rachel Holloway (ex officio), Ms. Hannah Parks, Dr. Robert Sumichrast, and Dr. Tyler Walters (ex officio).

Absent without Notification: None.

Visitors and Invited Guests: Dr. Muhammed Hajj.

Call to Order

The meeting was called to order by Dr. Paulson at 3:30 p.m.

Approval of the Agenda

The agenda was approved as presented.

Approval of the Minutes from April 5, 2017

The minutes were approved as presented.

Committee Reports

Graduate Curriculum Committee

The committee met and approved all proposals with none tabled.

Graduate Student Appeals Committee

There was no report.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee

Dr. Huckle noted the committee meets tomorrow.

Constituency Updates

Graduate Student Assembly (GSA)
Ms. Hyler reported Grad Jobs Week is currently underway and asked that students be encouraged to participate. GSA will have elections and the final general assembly meeting tomorrow night.

Graduate Honor System (GHS)

Ms. Lavender-Stott announced three new cases were received last week. She is training additional panelists to assist in the case review process.

University Library Committee

Dr. Xie announced the committee met last week and will plan on reporting to the commission next meeting.

Faculty Senate

There was no report.

Student Government Association (SGA)

Ms. Robbins reported

University Council and Commission Updates

Dr. Paulson attended the University Council meeting and the previous resolutions for name changes were approved.

There were no other commission updates.

Graduate School Update

Dr. Hajj reported on recommendations for student verification of the ethics requirement as part of the annual review and the preliminary examination. Ethics updates to the academic progress section of the catalog were presented on a separate document. Implementation will be forthcoming. Dr. DePauw reported the special honors system case has been resolved. Plagiarism was identified and the dissertation has been removed with degree suspension. The department will work with the student to earn a Ph.D should the student decide to choose this option. Dr. DePauw reminded everyone to support commencement and attend if possible.

Old Business

There was no old business.

New Business

Revisions to the Expectations for Graduate Education were presented. Conflict of interest, student control in committee formation, integration of diversity, and academic bullying were all lenses that were considered in making the revisions. DRSCAP will meet tomorrow and on May 6th. Dr. Bodenhorn asked that comments be sent to her prior to these meetings. The expectation is to finalize this document by the end of this semester.
Dr. DePauw presented a report from the Anti-Bullying Committee. In addition to new language for the Expectations for Graduate Education document, case studies are being identified to assist in training. A bully-free zone has been suggested, similar to a safe zone. An online reporting system is also being considered. Formal policies related to bullying may also be considered in addition to educational programs. Bullying could be added to current policies, as well. This will involve other commissions to make these revisions. Discussion ensued to note a two-fold goal of awareness and reporting. Dr. DePauw attended Faculty Senate and discussed bullying; it was well received. Faculty Senate will assist in supporting training of faculty. Dr. DePauw also requested Faculty Senate’s support if a resolution comes forward.

Dr. Paulson presented a joint resolution in Supporting the Establishment of a University Ombuds Function at Virginia Tech. CGS&P membership approved the resolution.

Dr. Huckle presented a Resolution to Include an Inclusion and Diversity Education Component in Graduate Education. This draft includes recommendations from DRSCAP. The reference to multidisciplinary scholars will be reworded. Dr. DePauw indicated a course is an option but not a requirement in meeting the requirements of this resolution. Departments will be responsible for implementing these requirements. A goal of integration into life was identified to ensure the requirements not be treated as isolated actions.

**Announcements**

Elections will be held at the next meeting.

**Adjournment:** The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

/s/

Marilynn R. King
on behalf of Karen P. DePauw, Ph.D.
Vice President and Dean for Graduate Education
MINUTES

Commission on Graduate Studies & Policies
May 3, 2017
3:30 pm – 5:00 pm
Graduate School Conference Room

Present: Dr. Karen DePauw (ex officio), Dr. Sally Paulson (Chair), Dr. Lujean Baab, Dr. Rajesh Bagchi, Dr. Sudip Bhattacharjee, Dr. Nancy Bodenhorn, Dr. Kevin Edgar, Dr. Charlene Eska, Dr. William Huckle, Ms. Alexandra Hyler, Ms. Erin Lavender-Stott, Dr. Kathy Lu, Mr. Brett Netto, Ms. Hannah Parks, Dr. Annie Pearce, Ms. Libbie Sonnier-Netto, Dr. Robert Sumichrast, Dr. Zhiwu Xie, and Dr. Ying Zhou.

Absent with Notification: Dr. Rachel Holloway (ex officio), Mr. Timothy Kinoshita, Ms. Tara Reel, and Dr. Tyler Walters (ex officio).

Absent without Notification: None.

Visitors and Invited Guests: Ms. Janice Austin, Dr. Muhammed Hajj, and Dr. Audra VanWart.

Call to Order

The meeting was called to order by Dr. Paulson at 3:30 p.m.

Approval of the Agenda

The agenda was approved as presented.

Approval of the Minutes from April 19, 2017

The minutes were approved as presented.

Committee Reports

Graduate Curriculum Committee

Dr. Edgar reported the committee has met twice since the last meeting. Twenty-four course proposals have been approved, with four tabled. The minutes for the April 13th and the April 27th meetings were accepted by the Commission.

Graduate Student Appeals Committee

There was no report.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee

Dr. Huckle deferred his report until old and new business.

Constituency Updates
Graduate Student Assembly (GSA)

Ms. Hyler reported a special election will be held in two weeks to determine the Vice President for next year. A full slate of officers will be announced shortly. Ms. Hyler has been elected as President for next year.

Graduate Honor System (GHS)

Ms. Lavender-Stott has completed two training events and has 15 new committee members to assist with hearings.

University Library Committee

Dr. Xie reported on the committee’s activities for the year. A working group has been established to review the ETD process and how to best manage data. There is a concern that there is a lack of quality control of research data and a loss of data after graduation. Seven other institutions’ practices were reviewed. VT Policy 13015 does not prescribe procedures and implementation. One recommendation for consideration is to develop a Graduate School policy that would define procedure and implementation for data management. Components of a Graduate School policy should include stewardship, retention, access, and compliance. Another consideration is to include a data management plan within the plan of study. The Library has a platform to accept the data. Ownership of data needs to be defined after graduation. Following the commission discussion, Dr. DePauw recommended the Library develop a pilot program for testing prior to finalizing policies and procedures. Dr. Xie will identify people to participate in a trial/pilot program.

Faculty Senate

There was no report.

Student Government Association (SGA)

There was no report.

University Council and Commission Updates

Dr. Paulson attended the University Council meeting this past Monday and there was no new or old business for CGS&P to report. The resolution for the ombudsperson was approved by all of the commissions. A sustainability report was given to the Council.

There were no other commission updates.

Graduate School Update

Ms. Austin reported 182 doctoral and 570 masters students will participate in commencement in Blacksburg. In northern Virginia, 130 masters and 15-20 doctoral students will participate in commencement. Dr. DePauw reported the superintendent of public schools in Richmond will move to another position. He completed his dissertation at VT and has been accused of possible plagiarism. All further discussion will be held as confidential. Dr. DePauw extended her thanks to Dr. Paulson, Dr. Edgar, and Dr. Huckle for their leadership and to all of the commission members for their active participation throughout the year.
Old Business

Dr. Huckle reported on the status of the Resolution CGS&P 2016-17L to Include an Inclusion and Diversity Education Component in Graduate Education. The Faculty Senate Cabinet has reviewed the resolution draft and returned concerns for us to address prior to their decision to waive or discuss before the full Senate. DRSCAP discussed the Faculty Senate comments at its final meeting of the academic year (5/4/17) and plans to meet with the Faculty Senate Cabinet in June to present our response to their concerns. Ahead of this meeting, DRSCAP will gather additional information from the Office of Recruitment and Diversity Initiatives and the Commission on Equal Opportunity and Diversity regarding the rationale behind the resolution and resources available for its implementation. The resolution likely will be resubmitted to the Faculty Senate in the Fall.

Dr. Bodenhorn reported on the updated document for Expectations for Graduate Education, currently posted online (http://graduateschool.vt.edu/academics/expectations/expectations-for-graduate-education-overview.html). Additional information in now included on conflict of interest, the student and the advisor, anti-bullying, and respectfulness. Language has been enhanced regarding the expectation that faculty support research and ethics education for students. The revisions were approved by the Commission.

New Business

Dr. Huckle introduced recommendations for TOEFL Minima for Admission and for Appointment of Students as GTA’s. A set of edits of material on the Graduate School website was presented, supported by a review of TOEFL requirements at our SCHEV peer institutions and charts that depicted TOEFL total and speaking subscores for last year’s VT international GTAs. Dr. DePauw noted that Graduate School staff would work with departments to create best practices for implementation of these recommendations. The recommendations were approved by the Commission for implementation with Graduate School admission practices for Fall, 2018.

Dr. Huckle extended his thanks to all of the DRSCAP members for their work throughout the year.

Dr. Edgar accepted the nomination as Chair of CGS&P for 2017-18. Dr. Bagchi accepted the nomination as Vice Chair of CGS&P for 2017-18.

Dr. Bodenhorn accepted the nomination as Chair of DRSCAP.

Announcements

Dr. Paulson extended her thanks to all of the Commission members for a successful year.

Adjournment: The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

/s/

Marilynn R. King
on behalf of Karen P. DePauw, Ph.D.
Vice President and Dean for Graduate Education
COMMISSION ON OUTREACH AND INTERNATIONAL AFFAIRS
Minutes
May 11, 2017; 3:30-4:30 p.m.
Gateway Center; 902 Prices Fork Road; Suite 120

Attendance: Bonnie Alberts, Jan Helge Bøhn, Dave Close, Svetlana Filiatreau, Michael Lambur (for Ed Jones), Ian Leuschner (for David Clubb), Roberto Leon, Kaveh Rahimi, Gerhardt Schurig, Brett Shadle, Susan Short

Absent: Kathy Alexander, Andrea Brunais, Cyril Clarke, David Clubb, Guru Ghosh, Brian Hairston, Ed Jones, Sara Jordan, Djordje Minic, Heinrich Schnoedt, Jordan Schoeneberger

1. Welcome and Introductions
   Dave Close welcomed the group; self-introductions were made.

2. Agenda Approval
   Dave Close made the call for motion to approve the agenda with the amended item; motion made; was seconded and approved unanimously.

3. Call for Announcements
   The call for announcements was made; no announcements were made.

4. Approval of Minutes, April 20, 2017
   The minutes from the April 20, 2017 meeting were sent out electronically for updates; were approved electronically; were sent to University Council and will be posted to the University Governance website upon approval by University Council. Minutes can be found at: http://www.governance.vt.edu/.

5. Chairman’s Report
   A. Engagement Leadership Council: No meetings have taken place since the last COIA meeting.
   B. University Council Meeting Reports:
      The University Council meeting on May 1, 2017 reflected a presentation by Denny Cochran on Sustainability; and the second readings/voting of the following resolutions: Commission on Faculty Affairs Resolution CFA 2016-17E-Resolution Supporting the Establishment of a University Ombuds Function at Virginia Tech and Resolution CFA 2016-17H-Resolution Clarifying Standards of Appeals Language in Faculty Handbook; Commission on Student Affairs Resolution CSA 2016-17A-Resolution on the Commission on Student Affairs Membership-Resolution CSA 2016-17B-Resolution to Include the President of the Muslim Student Union of Virginia Tech to the Commission on Student Affairs Membership.

   Minutes for University Council can be found at: http://www.governance.vt.edu/.

   C. COIA Special Committee Report
      Dave Close spoke about a draft letter he had developed to send to President Sands which describes the importance of elevating international advancement with in Virginia Tech and passed that around. He is waiting on some more edits from Guru Ghosh and anyone that would like to edit, can send their edits to Dave Close before the end of the month (see attached).

6. Reports
   A. Virginia Cooperative Extension (VCE)
      Michael Lambur passed around a handout of some of the recent activities for VCE (see attached).
B. University Committee on International Affairs (UCIA) Meeting
The UCIA meeting on May 8, 2017 yielded discussion of Vice Chair to be Tom Thompson next year; Ian Leuschner will be Chair. Previous minutes for the UCIA meetings can be found on-line: http://www.outreach.vt.edu/VP/CommissionsAndCommittees/ucia/uciaminutes.html.

7. Commission Board Member Comments
There were no comments; Dave Close thanked the group for their service; the group thanked Dave for serving as Chair this year.

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

Respectfully submitted,

Kimberly Rhodes
Recording Secretary

TENTATIVE MEETING DATES FOR 2017-2018
(All meetings will be from 3:30-4:30 p.m. and will take place at the Gateway Center-902 Prices Fork)

- August 31, 2017 3:00-3:30 p.m. New Member Meeting
- August 31, 2017 3:30-4:30 p.m. All Member Meeting
- September 21, 2017
- October 19, 2017
- November 16, 2017
- December 14, 2017
- NO JANUARY MEETING
- February 15, 2018
- March 15, 2018
- April 19, 2018
- May 10, 2018
Dear Dr. Sands,

You may recall from the Commission Chairs meeting last fall where I presented the agenda for the Commission on Outreach and International Affairs (COIA). One of our top priorities was to elevate the importance of international advancement within the Virginia Tech (VT) community particularly as it intersects with study abroad opportunities for our students. As we consider Virginia Tech as a global land grant university, international advancement and study abroad are paramount to attaining global status in all three of our mission areas of scholarship, discovery, and outreach.

Through the course of COIA’s customary activities, we invited Mr. Juan Espinoza from the Undergraduate Admissions Office and Mr. Charlie Phlegar from Advancement to dialogue with us on our priority agenda matters. These guests and their perspectives on international student engagement and international advancement were informative and have compelled our Commission to pursue further actions in the coming months. Based on the open and impassioned conversation, COIA unequivocally identifies international fundraising as a priority. We have engaged faculty with first-hand experience and understanding of the importance of international experiences for faculty and students alike. Robust international experiences contribute to the evolution of our community into VT-shaped citizens.

While the current academic year is drawing to a close we wish to remain vigilant in addressing the international advancement piece of our agenda. We are driven by a strong sense of intentionality to participate in building a foundation and strategy for international advancement. As such, we will be establishing a subcommittee from within COIA to focus specifically on international advancement as it relates to Virginia Tech’s global brand.

Momentum, enthusiasm, and determination are all high right now within the commission. We want to capitalize on this energy to move forward decisively in the arena of international advancement and a global presence through study abroad opportunities for our students. We aspire to offer scholarships for study abroad opportunities, scholarships for international students, and endowed professorships in international areas. We wish to partner with campus leaders in the areas of advancement, undergraduate admissions, and alumni relations to assist in forging a global brand, a global strategy, and a global presence thereby reinforcing our impact through scholarship, discovery, and outreach. We believe an investment in forging long-term relationships with many of our international alumni and domestic alumni working abroad will assist us in realizing our goals.

COIA encourages you to make international development a priority within the Beyond Boundaries process for charting our Institution’s course for the next several decades.

Respectfully,

David D. Close, Chair
Commission on Outreach and International Affairs

cc: Guru Ghosh
Jan Helge Bohn
Increased Composting and Compost Use Knowledge: Eighteen compost professionals received comprehensive information during a 5-day composting school in preparation for conducting best composting practices, furthering their career, & passing the Maryland Compost Operator’s Proficiency Examination. Thirteen out of 14 (93%) students in the Wastewater 4 Level Virginia Tech-Department of Environmental Quality Wastewater Operator’s Short School, where biosolids composting and use were taught, passed their final examination. DCR certified 18 new Urban Nutrient Management Planners in 2016, bringing the total number of planners for the program since its inception to 174 certified in the Turf & Landscape Category. A critical component of the Urban Nutrient Management training includes the proper use of compost in urban landscapes. From the most recent DEQ reporting period (CY2015), 166,352 tons of organic residuals were composted by permitted compost and other waste management facilities in Virginia. Partially due to our education awareness, operator training programs, & regulatory inputs, this is an increase in composting mass over time (2008: 35,721 tons composted; 2013: 142,191 tons composted). Thirty tons of food (poultry) processing waste from George’s Edinburg (VA) location were successfully composted and applied to farmland, keeping the organic residual out of the landfill and improving soil quality. Nearly all of the organic residuals being composted are expected to be applied to agricultural, urban and disturbed lands. Use of such recycled organic residuals reduces the reliance on energy-intensive fertilizer manufacturing and improves soil quality via the addition of organic matter to soil.

Virginia Quality Assured Feeder Cattle Program: VCE partnered with the Virginia Cattlemen’s Association (VCA) to continue to develop and implement this program, which encourages the use of scientifically based cattle health and management procedures for feeder cattle. The VQA program is a cooperative effort among VCE, VCA, VDACS, VMRCYM, and producer organizations. Producers that handle their cattle in this manner are eligible to market their calves through the VQA certified feeder cattle program. Results in 2016, a total 17,914 calves were marketed through the VQA program. Producers received a premium of $95 per calf resulting in $1,693,752 of additional income for Virginia beef producers. Since 1997, producers have marketed over 182,000 head of feeder cattle resulting in $9.9 million in value-added income.

Virginia 4-H Maker Education: Engages youth in tinkering and problem solving as they create products and processes in fun, hands-on ways. Virginia 4-H has developed a broad strategy to reach youth and their families through programs including in-school and after-school, Maker Camps, Maker Fairs/Festivals, Maker Spaces, Maker Trainings/Workshops, and Military Maker Partnerships. Key outcomes include increased knowledge, ability, and skill development in problem solving, creativity, and invention across various project/content areas. Virginia 4-H partnered with NIFA to present at the Capital Hill Maker Fair Panel Discussions sponsored by the Senate Maker Caucus. 4-H agents in the Northern District have partnered with VT Continuing Education to host Maker Fairs each of the last three years. Over 3,000 youth have participated each of the last two years.

Virginia 4-H Youth Voices: Telling personal and issue-based stories through visual media helps youth feel more connected to their lives and leads to greater self-efficacy, increased community engagement and a greater understanding of their world. Urban youth and adults across Virginia participated in a digital media project that culminated in team-produced videos that were shared on YouTube, at local and state 4-H events, and at the culminating Red Carpet Event for final productions. Youth practiced free choice learning in divergent youth settings to increase technological, communication, and group process skills through personal and group issues-based stories. Youth reported that they learned about and were better able to share issues of importance, felt that their project made a difference, were encouraged to be creative, learned to use video and digital equipment well enough to teach others, and became better at editing their work. Critical thinking skills such as decision-making and problem solving were rated high.
FCS Agents: Collaboration with Master Financial Education Volunteers, Extension Leadership Council members and community volunteers to deliver financial literacy workshops, and one-on-one counseling sessions to Virginia residents. Agents collaborated with the Department of Social Services, Department of Housing, community colleges, Volunteer Income Tax Assistance Sites, earned income tax sites, community organizations, correction facilities, as well as churches and businesses across the state. 4,659 adults attended one of 623 sessions led by 17 FCS Extension agents in 2016. There was a dramatic increase in planned behavior based on surveys taken prior to the adult financial literacy programs and after them.

VCE Diversity and Inclusion Fellows: Established in the fall of 2014, this group enhances our faculty and staff’s awareness and knowledge of diversity and inclusion issues and improves skills in order to cultivate an environment of mutual respect, an appreciation of differences, and foster more inclusive Extension programs. To prepare for this work, all members participated in an intense weeklong Diversity Development Institute, earning their Diversity Ally Certification. This group has gone on to assess the needs of the organization and conduct trainings to help Unit staff and regional work teams better understand each other and their personal strengths through the use of the Strengths Quest assessment and training and Generations in the Work Place training. In 2016, the D&I Fellows spearheaded an effort to increase understanding and acceptance of the LGBTQ community. After participating in a three-day training organized by VT’s office of Diversity and Inclusion, the D&I Fellows led a training and discussion with VCE leadership, receiving their buy-in to deliver a LGBTQ training to all field faculty and staff. This past fall, over 500 VCE employees, including those on campus, participated in a two-hour training effort on this topic. We believe that this is the first statewide training on this topic for any national Extension system. The result has been a greater understanding and acceptance of this community within the ranks of VCE and with the clients VCE serves.

Addressing the Needs of LEP Clients: A new emphasis in the past several years is our effort to address the needs of Limited English Proficient (LEP) clients. CALS Extension faculty and staff were trained on our responsibilities with LEP clients as part of the overall civil rights compliance training that all new employees receive. Using US Census data, every Unit office was provided with data on the number and percentage of LEP persons and the prominent languages spoken by LEP clients. An LEP reporting tool was developed for Unit offices to track LEP contacts, which is one of the USDA requirements.

A survey of all field-based Extension faculty and staff was conducted to determine the needs of LEP clients and the extent of contact VCE has with LEP audiences. The results of this survey found that Spanish speaking clients are the largest LEP audiences for our Unit offices. The survey identified specific publications that needed to be translated into Spanish to meet local demands. Beginning in 2014, VCE first began to set aside funds to specifically translate a set number of its publications into Spanish on an annual basis. With the finding that Hispanic clients are VCE’s largest LEP audience, VCE initiated Spanish language distance education classes for VCE faculty & staff across the state beginning in 2013. The classes have been provided through a partnership developed with the VT Language and Culture Institute. Agents and staff have reported that they have been able to more effectively interact with Hispanic clientele. One agent felt comfortable enough with his Spanish skills to begin teaching classes to Hispanic audiences.

In 2015, we began providing language interpretation services for walk-in clients to our Extension offices. We were able to locate an existing state contract with the Virginia Court system that provided language interpretation services. VCE became a partner on this contract that provides each Extension office toll-free phone access to language interpretation services for over 100 languages. Now clients that come in to Extension offices who speak a language other than English can communicate with Extension staff through this phone-based interpreter.

Administration/Budget: Virginia has been faced with budget shortfalls, and the Governor proposed a 5% cut on funds not considered match for federal and local funds for Extension and the Agriculture Experiment Station. The General Assembly restored those funds in the budget. They also fixed a budgeting practice of only partially funding the costs associated with a state-authorized salary increase program. The General Assembly also requested two studies, one to evaluate the impact of Extension and Experiment Station on the economy of Virginia. This is to set up asking for a major budget increase. The second was to look at how Virginia Tech and Virginia State University can have an impact on the career and technical education programs in the state.
MINUTES
COMMISSION ON RESEARCH
April 12, 2017
130 Burruss Conference Room
3:30pm – 5:00pm

Attendee: Benjamin Corl (Chair), Theresa Mayer, Jennifer Irish (Vice-Chair), Tom Bell, Dipankar Chakavarti, Saied Mostaghimi, Andrew Neilson, Jonathan Petters (for Ginny Pannabecker), Steve Nagle, Bruce Vogelaar, Stefan Duma, Samantha Fried, Kurt Zimmerman, Amer Fayad (for Van Crowder), Martin Daniel (for Srinath Ekkad), Barbara Lockee, Sandra Muse (for Scott Klopfer) and recorder

Absent: Nathan King, Myra Blanco, Nancy Dudek, Sally Morton, Kevin McGuire, Cheryl Carrico

Guest: Peggy Layne, Ken Miller

I. Approval of the Agenda – A motion was made and the agenda was approved.

II. Announcements
   a. Approval of the Minutes of March 1, 2017 – The meeting minutes were approved electronically.
   b. Final Meeting of FY2016-17 on May 10, 2017 – B. Corl reminded the members of the last COR meeting of the fiscal year is May 10, 2017.

III. Unfinished Business
   a. Report of Ongoing Activities
      i. University Library Committee – J. Petters (reporting for V. Pannabecker) reported the University Library Committee (ULC) met on March 15th and continued discussion of the results from the peer institution survey on libraries. A new summary data report was reviewed and areas of interest and concern for the University and for particular groups, such as graduate students, undergraduate students, faculty, and community partners were noted. The next meeting in April will discuss options to report the results beyond the ULC.
      ii. Update from Faculty Senate – B. Corl reported Dean DePauw joined the Faculty Senate last night reporting that she is engaging in an initiative around creating an affirming environment for graduate students. A more specific objective is to reduce or eliminate academic bullying that is occurring occasionally on campus. DePauw reported there were many difference levels of bullying on campus. Faculty Senate recommended or asked that this becomes a broader conversation. Members mentioned that sometimes it is peer to peer bullying, sometimes administrative and at times students bullying faculty members. DePauw indicated that she is starting with the Graduate School but hopes it will become a broader conversation to eliminate behavior that should not be present on campus. DePauw wanted to engage Faculty Senate because she thought they could have a role in trying to propagate the kind of environment we are trying to achieve but also to engage with department heads and other administrators at the faculty level.

The Faculty Senate passed a resolution on free inquiry to affirm that there are a number of different directions for scholarly work that are important. In addition to metrics which tends to capture numbers, there should be other avenues to provide information to administration that are equivalent, may
clarify and are more transparent. The Faculty Senate would like to see this followed up on. It is likely Faculty Senate will follow up at the next meeting on a discussion on the budget and faculty concerns regarding the direction on the partnership for incentive based budgeting. There is a future meeting planned with the Faculty Senate, department chairs and Provost in hopes that everyone will be in the room to negate misinformation and what can be done to avoid them in the future.

iii. Centers and Institutes Update – No Report

b. Committee on Research Competitiveness – Barbara Lockee reported that the focus groups with faculty are planned to meet over the next couple of weeks. Four colleges were invited and there has been a higher than expected agreement to participate. There was also a pilot test run of the questions with six lab managers. As individuals who run the facilities on a daily basis, they provided beneficial information and have great insight into what some of the issues and challenges are. They have great access to information, not just acquisition of equipment and maintenance of existing equipment, but they also had great ideas about how to go about addressing some of the challenges. A report will be compiled from the focus group information and an update will be made available at the next COR meeting.

c. Open Access Policy Draft – J. Petters (reporting for K. McGuire, G. Pannabecker) reported that at this point in the drafting process the OA Policy working group is seeking feedback from faculty around the university. The group is reaching out to arrange presentations for faculty groups and others with an interest in the policy around campus, such as Faculty Senate, the Commission on Faculty Affairs, and departmental faculty meetings. A presentation was recently provided addressing OA for the Graduate Student Assembly. There is a proposal to provide several NLI sessions over the summer and into the fall. These presentations will cover the definition of open access, the policy rationale, benefits to faculty, how other universities have implemented policies, and the potential working details of a policy. Each occasion will include a discussion of questions and time to gather feedback.

d. Update to Policy 13025 – B. Corl reported the changes previously reviewed in March by COR were forwarded to the President’s office to be incorporated into the existing policy. The updated policy was submitted to Theresa Mayer for approval as administrative changes. And the changes to the policy are now official.

e. Update to Policy 13005 – No Report

f. Task Force on Shared Governance Update – No Report

g. Update on Revisions to Faculty Handbook - M. Daniel reported on proposed revisions to chapter 6 of the faculty handbook. COR members, Myra Blanco, Saied Mostaghimi, Kevin McGuire and Barbara Lockee reviewed and edited the chapter to clarify and update the handbook language. Section 6.2 was edited to reflect a change to the timing of research faculty promotions that aligns the process for research faculty with the process for other faculty. It was suggested that, in the future, the commission review the criteria for promotion, the dossiers, and the guidance given to departments to improve the opportunities for research faculty promotions. Section 6.13 was edited to align reappointments of restricted research faculty to the appointment anniversary date instead of during the merit cycle. 6.14.1 added that termination for cause may be immediate if circumstances are serious enough. Section 6.16 was added to formalize a pilot program that enables research faculty to be compensated for teaching. Members questioned the impact of a payment for teaching on faculty PAR’s. Ken Miller clarified that if the faculty member is teaching they cannot charge 100% to a sponsored project on their PAR even if overload pay is made. A vote was made to accept the changes.

IV. New Business
a. Update from Dr. Theresa Mayer – B. Corl thanked Dr. Mayer for attending COR meetings and being engaged. T. Mayer thanked the commission members for their service as an important group and body, and is looking forward to continuing to work with the commission as there are on-going initiatives that are very important to Research. For a research update, Mayer focused on some on-going initiatives that are relevant, with some rationale behind them, and then open it up for questions. A couple updates included what was happening with the federal government and what that could mean to Virginia Tech.

Dr. Mayer gave an overview of the Business Engagement Center. From an initiative that Dr. Charles Phlegar, Vice President for Advancement brought to Dr. Mayer, a conversation ensued on the concept of developing industry partnerships. In the previous model, Corporate and Foundation Relations now under Advancement, was a group largely measured by an industry’s philanthropic relationship of giving gifts to the University. It was not so much focused on developing a deeper research relationship with the company. Another area interacting with companies have been career services with internships and ultimately job placement. The discussion moved to how we might move beyond this model. Today, deep University-wide relationships are generally led by the research connections and the talent pipeline. Without support for that in the Research Office, it was recognized as a really good opportunity to partner in order to reach one of the President’s University goals of deep partnership and think about this holistically, removing existing silo operations. This would go to a one stop shopping model where a company would know who to contact to reach out to conduct all the business with the University. Following extensive benchmarking with industry partners and other universities, Virginia Tech is now engaged in adopting the University of Michigan model which is an integrated business center model where a team (Virginia Tech is now recruiting), sometimes call business development professionals or strategic account managers, would be the primary points of contact who, largely technically, would know Virginia Tech and have a very different interface with the corporation. The interview process for a director has been completed and there is hope to have someone in place by July. Corporate and Foundations Relations will be merged into the Business Engagement Center. The business engagement group will interface with our industry contracting group within the Office of Sponsored Programs to lower barriers in the negotiation of intellectual properties. Master research alliance agreements which is one of Tech’s goals where you develop a flexible framework agreement so that faculty from anywhere on campus can execute tasks against that agreement without renegotiating the intellectual property every time. Activities have started and been very well received. In the last six months we have negotiated with four companies with a fifth on the way who have executed master research agreements with us. Previously we had two. The goal, from the research perspective, is to make it easy to have someone who can understand easy to execute tasks and have someone who is technically oriented who can listen to the needs of the company and understand the problems the company, the entire company, is trying to solve and try to do the match making. A company may have a limited amount of money. What we are really trying to do is grow the pie, not engage more people into a finite amount of money. But, if we deliver good value to the company how do we grow the resources that are coming to Virginia Tech by lowering those barriers and making it easier to come to Virginia Tech. So, one of the goals is where we have companies we have many projects with and can inch up the research dollars from fifty thousand to one hundred thousand overall to Virginia Tech to half million to over a million dollars to Virginia Tech. And we are seeing success in that model. And many parts of the University can benefit from that.
b. Vice-Chair for FY2017-18 – B. Corl asked that members of COR be thinking about nominating someone or volunteering to be vice-chair for FY2017-18. COR will plan to take a vote on this in the May meeting. The current vice-chair Jen Irish will be the chair next year. In keeping with past practice, the vice-chair will chair the following year. If you are interested, contact B. Corl.

c. Thoughts on Commission Topics for FY2017-18 – B. Corl commented it is typical in the May meeting to review items from our topics list. We have removed some of the items that we started which have been covered. But it is always good to capture topics from our members especially those rotating off. Bring your ideas in May or email them to B. Corl. As some items take time, it would be extremely helpful to have a list for next year’s commission workers.

V. Adjournment
COMMISSION ON RESEARCH
May 10, 2017
130 Burruss Conference Room
3:30pm – 5:00pm

Attendee: Benjamin Corl (Chair), Theresa Mayer, Jennifer Irish (Vice-Chair), Martin Daniel (for Srinath Ekkad) Tom Bell, Dipankar Chakavarti, Saied Mostaghimi, Gail McMillan (for Ginny Pannabecker), Steve Nagle, Bruce Vogelaar, Stefan Duma, Samantha Fried, Kurt Zimmerman, Amer Fayad (for Van Crowder), Scott Klopfer, Nancy Dudek, Randy Heflin (for Sally Morton), Mike Sorice (for Kevin McGuire) and Sandra Muse (recorder)

Absent: Barbara Lockee, Andrew Neilson, Nathan King, Cheryl Carrico and Myra Blanco

Guest: Peggy Layne, Lauren Magruder, Linda Bucy and Charles Clancy

I. Approval of the Agenda – A motion was made and the agenda was approved.

II. Announcements
   a. Approval of the Minutes of April 12, 2017 – The meeting minutes were approved electronically.
   b. COR Schedule for FY2017-18 – B. Corl asked the COR members to update their calendars for the meeting times for FY2017-18 listed at the bottom of the agenda and noted the changes to the date of the September and October meetings due to scheduling conflicts.

III. Unfinished Business
   a. Report of Ongoing Activities
      i. University Library Committee – There was no report.
      ii. Update from Faculty Senate – B. Corl reported the Open Access Committee provided a presentation, Julie Speer was the presenter with a number of COR members present. Some senate members had concerns in terms of the mechanics and the policy itself in its meaning for the faculty in their publishing ability. There is going to be additional work with the faculty senate to improve their understanding of the policy and the benefits to them and the University as well as publication policy. The Library offered to speak with any department to help educate. Officer elections were held for next year with Hans Robinson as President, John Farris, as Vice President and Bob Hicok as secretary. There was also a comment that there was a need for more diversity with the faculty senate leadership in the coming years.
         A presentation was given by the faculty senate task force which outlined some principles to help with the Incentive Based Budget model. The faculty senate is very interested in the model as it continues to develop.
      iii. Centers and Institutes Update – T. Mayer noted inconsistencies in the current centers and institutes Policy 13005. She asked a small working group of the Commission be formed to conduct a review of the policy in the fall and recommend updates to reflect the priorities of the University. Dr. Mayer received a letter of intent from the Hume Center with a recommendation from the center’s advisory board to become a University Center. This would enable the Hume Center to lead some larger federal and cross college and multidisciplinary activities. Dr. C. Clancy gave an overview of the Hume Center for National Security and Technology, principally a soft money research center, currently housed under ICTAS. The Center includes three laboratories;
the electronic systems laboratory, the information technology laboratory, and the aerospace systems laboratory. There are a total of 42 soft money research faculty and staff that make up the Center and 29 affiliated tenure track faculty from other departments and colleges. There are about 350 graduate and undergraduate students involved in the programs. The majority of the 83 graduate students have graduate research assistantships funded by grants and contracts. The Hume Center’s research portfolio includes classified and non-classified projects funded by federal and non-government agencies. Since their launch in FY10 the Center received over $70M in awarded grants and contracts. During calendar year 2016, 400 papers were published in peer reviewed academic forums. Following the presentation, a motion was made, seconded, and voted upon to recommend that the Hume Center become a University Level Center reporting to the Vice President for Research and Innovation.

b. Committee on Research Competitiveness – B. Corl reported for Barbara Lockee. Some results of the focus group meetings related to shared instrumentation at the University were provided. One key question being asked was where the University lacks instrumentation. A number of the focus groups listed high quality imaging equipment, high resolution microscopy or MRI type equipment where the University could make investments. A second place being mass spectrometers. Mass specs are on campus but it seems access is limited. In terms for models which have worked for shared equipment, ICTAS was given high marks. Also recommended was a comprehensive list of equipment and its access on campus. A comprehensive report from the focus groups will be developed this summer. Additional work in this area is expected to continue in the coming year.

c. Open Access Policy Draft – As mentioned in the faculty senate update, McMillan noted the issue appears to be education of the faculty regarding the policy. Learning what the publisher’s policies should be easy to do. We could then share that information as well. There will be education sessions on campus this summer for faculty to learn more about the policy.

d. Update to Policy 13005 – There was no report.

e. Task Force on Shared Governance Update – There was no report.

f. Update on Revisions to Faculty Handbook - M. Daniel reported on the next steps for revisions to the Faculty Handbook. The edits endorsed by COR in the last meeting will be submitted to the Provost Office followed by submission to the BOV for approval in August.

IV. New Business

a. Presentation on CREST (Comprehensive Research Enterprise System Team) - M. Daniel gave a presentation with a brief overview of the history of the research administration system and its goals. After a number of efforts, Summit was launched in August 2016 allowing a collaborative environment for faculty and OSP to engage in building the proposal with on-line routing and approvals. This has now been developed into a suite of software tools. A few examples were presented on-line. The current focus is to launch a version of Summit for portable devices. There is on-going troubleshooting, feature enhancements and efforts to identify the next system priorities. Linda Bucy and Lauren Magruder answered questions from COR members.

b. Vice-Chair for FY2017-18 – B. Corl called for nominations. As the only nomination received was Ginny Pannabecker, she will be the vice chair for COR next fiscal year.

c. Suggestions for Commission Topics for FY2017-18 – Suggestions included:
   - Review of Research Policies, specifically Policy 13005
• Continued work of the COR Committee on Research Competitiveness
• Crowdfunding at Virginia Tech to include who participates, amounts, timing and how to be fair.
  Anyone with additional suggestions should contact Jen Irish.

In closing, B. Corl thanked all members for their participation this fiscal year and in particular those whose terms ended this year. Dr. Mayer thanked the Commission members and indicated they were very beneficial to the Research Office as well as the feedback from the COR Committee on Research Competitiveness.

V. Adjournment at 4:52pm
New Business

Bi-Annual Employee Climate Survey
Ross Mecham, UOPD, presented the bi-annual employee climate survey to the Commission. Results were from the survey conducted in fall, 2015 and were presented for both on an overall university basis and broken down by type of employee. The next employee climate survey will be conducted in fall, 2017. Results are expected to be available by spring, 2018.

The Commission’s approach to reviewing and analyzing the large amount of data provided will be to concentrate on university and classified staff vs. the overall university results. Emphasis will be placed in reviewing results that represent less than 66.67% positive responses. All Commission members are asked to review the data and be prepared to continue discussions at the March meeting. Additionally, Ross Mecham will pull together trends back to 2009 for the commission to consider tendencies.

Shared Governance Task Force
The Shared Governance Task Force has referred to the CSPA an option for an additional performance measure to be added to employee performance plans regarding “service to the University”. The Commission discussed the performance plan process specifically where optional competencies fall into the overall performance plan process. Chairman Sebek will communicate with HR to achieve a better understanding of optional competencies currently offered through the standard performance plan template.

Chairman Sebek adjourned the Commission at 3:20PM.

Respectfully Submitted,
Mary Helmick
Vice Chair, Commission on Staff Policies and Affairs
New Business

**Bi-Annual Employee Climate Survey – Continued Discussion**

Discussion continued regarding the output data and analysis from the most recent Bi-Annual Employee Climate Survey. At this time, there does not appear to be concise areas that would have a need for the Commission’s attention relating to the Staff Policies and Affairs. We are hoping to receive more data relating to history trends from UOPD.

**First Reading - Omsbud resolution**

The Commission completed a first reading of the Omsbud resolution. Discussion pursued. A second reading would be expected by the next Commission meeting on April 25. Chairman Sebek would confirm by email a final version used for the second reading, discussion and recommendation.

Chairman Sebek adjourned the Commission at 3:20PM.

Respectfully Submitted,

Mary Helmick

Vice Chair, Commission on Staff Policies and Affairs
Virginia Tech University Council: Commission on Student Affairs (CSA) Minutes
April 6, 2017

The meeting was called to order by Commission vice chair Mr. Chris Saunders at 3:33 p.m.

In attendance
Travis Bauer, Julia Billingsley, Matt Chan, Alicia Cohen, Pat Finn, Amy Hermundstad, Byron Hughes, Alex Hyler, Delk Koolman, Jaclyn Marmol, Ron Mecham, Mairead Novak, Andrew Peck, Brett Netto for Tara Reel, Evan Robohm, Chris Saunders, Angela Simmons, Lauren Surface, Kisha Gresham for Cameron Varano, Meghna Verna, Hannah Whiteman

Absent with notification
Susan Anderson, Matt Chan, Liang Shi

Attending guests
Ginwan Ali, Joe Frazier, Rileigh Huntzinger, Fred Lamb, Tracy Newton, Ahmed Salih, Gina Tamburro

Absent
Ben Calvo Rivera, Aliana Harrison, Meriam Nure, James Orr

Approval of Agenda and Past Minutes
A motion was made and seconded to adopt the agenda. The motion carried. A motion was also made to approve the minutes for the 3/2/17. The motion was seconded and approved with edits.

Committee Reports
Mr. Saunders reported that the Hokie Handbook Review Committee has met and they are looking to create a public opinion survey concerning the Bystander Intervention policy next Wednesday.

Constituency Updates
Ms. Julia Billingsley reported on behalf of the Student Government Association and reported that she would be sending announcements to CSA through email.

Ms. Alex Hyler reported on Graduate Student Assembly (GSA) activities. There will be a breakfast with Dean DePauw and that information will be sent forward electronically. The spring social will be held soon as well. In addition, GSA will be sponsoring a graduate jobs week this upcoming week.

Mr. Delk Koolman reported on behalf of the Board of Visitors student representatives on the Board’s action on tuition and fees for 2017-18. There will be an increase of $378 for in-state tuition and fees and an increase of $1,039 for out-of-state tuition and fees. The Board of Visitors had concerns about how the university would respond to the $8.6 million decrease of general funds from the state. While the university worked hard to limit impact to students, this necessitated the tuition and fees increase, which has been approved by the Board.

University Council and Commission Updates
Dr. Angela Simmons gave a report of the University Council activities. The amendment proposed by the Commission on University Support to expand policy on smoking to electronic cigarettes and vaping devices has been approved. In addition, the University Council heard the first reading of the proposed policy change from Academic Support Committee allowing the fall semester to be 71 days, and mandating that Labor Day to be a non-school day.

Mr. Saunders reported that there are no activities at the Commission on Equal Opportunities and Diversity as there were no meetings that were held since the last report.
Mr. Andrew Peck reported that the Academic Support Committee’s resolution on University Calendar has been approved by the Commission on Undergraduate Studies and Policies, and have proceeded to the University Council for first reading, as reported previously.

Division of Student Affairs Update
Dr. Simmons gave an update from the Division. The Division has many events and programs planned for the upcoming weeks, including awards ceremonies and banquet that recognizes student excellence. Dr. Simmons encouraged CSA members to support their peers during this awards and banquet season.

Unfinished Business
There was no unfinished business.

New Business
Mr. Fred Lamb, vice chair of the Student Budget Board (SBB), and Ms. Gina Tamburro, Associate Director of Student Engagement and Campus Life and faculty advisor to the SBB, presented the first reading of the appropriations strategy for the 2017-2018 academic year. The brief summary is as follows:

- Implementing new funding workshops online to save costs
- Carryover for unallocated funds this year to go towards various category
- $2,000 allotted towards implementing Student Organization Training Workshops
- $5,000 allotted towards implementing University Student Leadership Awards
- $776,000 for University Chartered Student Organization annual funding requests
- $447,223 for Registered Student Organization and University Student Life Program funding requests
- As an information time, the number of student organization has increased from ≈750 to ≈850 this year

Ms. Hyler noted that in SBB policy campus-wide election activities are only fundable if they are opened to the entirely of either undergraduate or graduate student body. Because GSA elections are not opened to the whole graduate student body, Ms. Hyler recommends striking language that mentions funding GSA election within the SBB Annual Funding Strategy. Mr. Lamb and Ms. Tamburro also announced that Ms. Eryn Peters, current SBB member representing HokiePRIDE, has been elected as chair of SBB for 2017-18.

Ms. Rileigh Huntzinger, Director of Court of the Homecoming Board (HCB), presented the first reading of the Homecoming Board Constitution amendment, proposing many changes to the operation of the HCB. In addition to the presented amendments, CSA members raised further questions including clarification of the definition of HCB members, voting or otherwise; the role and differences between HCB Directors and HCB Director’s Assistants; clarity in how elections are operated within HCB, and other clarifications. CSA members recommended HCB to address some of these concerns at the second reading.

Mr. Saunders presented the Resolution CSA 2016-17A: Resolution on CSA Membership for first reading. This resolution is intended to provide some consistency when evaluating new membership request to CSA by student organizations or communities. The proposed resolution will amend to University Council By-Laws to mandate CSA to formulate a set of membership criteria in-house that is agreed-upon. This set of membership criteria, as proposed, would only apply to new requests for membership. They include:

a. The organization must be a UCSO or a USLP
b. The organization must fulfill 2 out of the 3 items below:
   i. It represents a major constituency/significant minority not currently represented
   ii. It serves as a major governance body
   iii. It acts as an umbrella organization

Mr. Ahmed Salih, president of the Muslim Student Union (MSU), and Mr. Joe Frazier, faculty advisor of the MSU, presented Resolution CSA 2016-17B: Resolution to Add Muslim Student Union President to CSA Membership for first reading. Mr. Salih explained that the reason MSU would like to join CSA is so that MSU can continue its mission of advocating on behalf of Virginia Tech’s Muslim community and Muslim associated groups on campus, especially pertaining to university policy formation.
Announcements
There were no announcements.

Next Meeting
The next regularly scheduled CSA meeting will be held on April 13, 2017, in the Brush Mountain Room at Squires Student Center.

There being no further business, the motion to adjourn was made at 4:32 p.m. and was passed unanimously.

Recorder: Tracy Newton
The meeting was called to order by Commission chair Mr. Matt Chan at 3:32 p.m.

**In attendance**
Susan Anderson, Travis Bauer, Julia Billingsley, Matt Chan, Alicia Cohen, Pat Finn, Amy Hermundstad, Byron Hughes, Alex Hyler, Delk Koolman, Jaclyn Marmol, Ron Mecham, Judith Skinker for Mairesd Novak, Andrew Peck, Evan Robohm, Chris Saunders, Liang Shi, Angela Simmons, Lauren Surface, Gary Nave for Cameron Varano, Kisha Gresham for Meghna Verna, Hannah Whiteman

**Absent with notification**
Tara Reel

**Attending guests**
Joe Frazier, Rileigh Huntzinger, Fred Lamb, Emily Mawyer, Tracy Newton, Eryn Peters, Ahmed Salih, Jason Soileau, Gina Tamburro,

**Absent**
Ben Calvo Rivera, Aliana Harrison, Meriam Nure, James Orr

**Approval of Agenda and Past Minutes**
A motion was made and seconded to adopt the agenda. The motion carried.

**Presentation**
Mr. Jason Soileau, Assistant Vice President for Planning and University Architect, gave a presentation on the University Master Plan progress to date. The consulting firm, Sasaki and Associates, has visited the University a few weeks ago, and many initial ideas were presented. Some highlights include: reimagining the current region where Squires Student Center, the Graduate Life Center, the Art Annex and surrounding buildings, and the Moss Arts Center, all as a new Creativity and Innovation District (CID). In this proposal, most functions of the College of Architecture and Urban Studies (CAUS) will move into the CID, where Squires will no longer function as the main student commons. Citing student footprint and location during peak hours, the main student commons is proposed to relocated to where Cowgill Hall and Burchard Hall currently are located. In a broader sense, the Master Plan recommends that each main district (e.g. Academic, Life Sciences, Student Life, etc.) shall contain some element of student commons, dining, and if needed student housing. Each of these districts is proposed to be connect by an “Infinite Loop”, which is a pedestrian walkway with possible cycling accommodation. CSA members raised questions regarding accessibility, parking, and implementation consideration of the Master Plan. Mr. Soileau emphasized that the University is committed to go beyond the bottom line for accessibility implementation, but at this stage the Master Plan has not progress to the point to address implementation details. Mr. Chan thanked Mr. Soileau for the presentation and discussion, and encouraged his office to maintain dialogue with students throughout the process.

**Committee Reports**
Mr. Chris Saunders, CSA vice chair and representative to the Hokie Handbook Review Committee, reported that the Committee met on April 12 to discuss continuing updates to the Hokie Handbook. A survey will be sent out in the near future to collect feedback from students regarding the new by-stander amnesty policy as related to student alcohol usage.

**Constituency Updates**
Ms. Julia Billingsley gave an update on Student Government Association (SGA) activities. The SGA will be presented a series of events and programs to celebrate Earth Week, including a “Bike-to-Campus Day”. In addition, application for Executive Branch Director positions will be due on the upcoming Sunday.
Ms. Alex Hyler gave an update on Graduate Student Assembly (GSA) activities. The GSA will be presenting a “Grad Jobs Week” with many programs and events that provide information to graduate students regarding their career after graduate school. GSA will also hold election for the 2017-18 Executive Board Officers in the coming weeks.

Mr. Delk Koolman noted that there is no report from the Board of Visitors student representatives.

University Council and Commission Updates
Mr. Andrew Peck gave a report of University Council activities. New degree programs including the Masters of Science in Translational Biology, Medicine, and Health have been approved. In addition, the amendment to the University Calendar Criterial changing fall semester from 72 to 71 days, and having Labor Day to be a non-class day, has been approved.

Mr. Saunders reported that there the Commission on Equal Opportunities and Diversity (CEOD) met on April 10 and the Ombuds Resolution that was previously deliberated at CSA was discussed. CEOD members had concerns on whether or not the proposed Ombuds office would be a mandated reporting office for Title IX-related incidences. The discussion did not reach a conclusion. Other items that was discussed include difficulties the University encounters when converting or building gender-neutral bathrooms due to complications stemming from state building codes.

Mr. Andrew Peck reported that there are no activities at the Academic Support Committee as there were no meetings that were held since the last report.

Division of Student Affairs Update
Dr. Angela Simmons noted that is no specific update from the Division, and encouraged CSA student members to take care of themselves during this stressful period of the semester.

Unfinished Business
Ms. Rileigh Huntzinger, Director of Court of the Homecoming Board (HCB), presented their constitution amendment for second reading. There were new additional amendments introduced to addressed CSA members’ concerns raised during the first reading. Mr. Chan noted that there is still confusion and some lack of clarity on the proposed amended constitution, but encouraged the HCB to continue to work on the document in the future to strengthen it. A motion was made to accepted the newly introduced amendments since the first reading, it was seconded and unanimously approved. A motion was then made for approving the HCB constitution amendment in its entirety, it was seconded and unanimously approved.

Mr. Fred Lamb, vice chair of the Student Budget Board (SBB), and Ms. Eryn Peters, chair-elect of the SBB, presented the SBB annual funding allocation and strategy for second reading. Mr. Lamb noted an amendment was made since the first reading to strike the language for funding GSA elections on the grounds that GSA elections are not opened to the entire graduate student body. A motion was made to accepted the newly introduced amendment since the first reading, it was seconded and unanimously approved. A motion was then made for approving the SBB annual funding allocation and strategy in its entirety, it was seconded and unanimously approved.

Mr. Chan presented Resolution CSA 2016-17A: Resolution on CSA Membership for second reading. Mr. Chan reminded CSA members that this resolution recommends amending the University Council By-Laws to mandate CSA to keep a set of membership criteria to improve consistency when evaluating new requests by student organizations and/or communities for CSA membership. A motion was made to approve the resolution, it was seconded and unanimously approved. The resolution will now be forwarded to the University Council for approval.

Mr. Ahmed Salih, president of the Muslim Student Union (MSU), and Mr. Joe Frazier, faculty advisor to the MSU, presented Resolution CSA 2016-17B: Resolution to include the President of the MSU to CSA Membership for second reading. Mr. Chan reminded CSA members that this resolution recommends amending the University Council By-Laws to include the MSU President as a member of CSA. A minor amendment was moved by Mr. Peck to correct the proper naming of MSU in light that it is a University Chartered Student Organization, it was seconded and unanimously approved. A motion was made to approve the resolution, it was seconded and unanimously approved. The resolution will now be forwarded to the University Council for approval.
New Business
Mr. Lamb and Ms. Peters from the SBB presented a set of amendments to the SBB Policy and Procedures. The amendments are extensive, but the main objective is to provide clarity and fairness. There are now two sets of policies and procedures, one for University Chartered Student Organizations (UCSOs), and one for Registered Student Organizations (RSOs) and University Student Life Programs (USLPs). Proposed substantive changes include:

- Procedural clarification of membership reinstatement in the case of membership lost
- Establishment of a summer SBB committee to evaluate urgent summer funding requests
- Changes to collaborative events to encourage active collaboration between student organizations
- Clarification of RSOs/USLPs funding request categories
- With very limited exceptions, storage costs will no longer be funded
- “Giveaways” are fundable unless they are promotional items that are event/organization specific
- Clarification of publicity funding
- Clarification of UCSOs annual funding reallocation process

CSA members raised additional recommendations for SBB to address in their policy and procedures, including relationship between CSA and SBB, the approval process of funding appropriation, and many minor clarifications.

Announcements
Mr. Chan announced on behalf of Ms. Liang Shi, president of the Council of International Student Organizations, that the annual International Street Fair will be held on April 23, and encouraged CSA members to spread the word, attend, and volunteer to help if possible.

Next Meeting
The next regularly scheduled CSA meeting will be held on April 20, 2017, in the Brush Mountain Room at Squires Student Center.

There being no further business, the motion to adjourn was made at 5:29 p.m. and was passed unanimously.

Recorder: Tracy Newton
PRESENT: D. Stauffer (Chair); J. Brozovsky; C. Clemenz for R. Sumichrast; A. Egan for C. Rittenhouse; E. Ervin for A. Grant; T. Hammett; R. Holloway; R. Jacks; M. Kasarda; A.M. Knoblauch; K. Redican for C. Clarke; J. Sible; D. Thorp for R. Blieszner; B. Watford for D. Taylor; A. Zink-Sharp

ABSENT WITH NOTIFICATION: A. Pope; L. Zietsman

ABSENT WITHOUT NOTIFICATION: K. Albright; J. Collier for G. Chandler Smith; M. Finn; L. Geyer; K. Gresham; M. Hajj; G. Long for S. Morton

VISITORS: S. Biscotte; A. Niemera; G. Costello; G. Kinder; J. Sanders

CALL TO ORDER

The meeting was called to order at 3:00 PM by Dean Stauffer, Chair

ADOPTION OF THE AGENDA

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

ANNOUNCEMENT OF APPROVAL AND POSTING OF MINUTES

D. Stauffer announced the April 10, 2017 minutes were electronically approved and can be accessed via the University Registrar’s website:
http://registrar.vt.edu/content/dam/registrar_vt.edu/documents/Updates/governance/2016-2017/cusp_apr_7_17/minutes_4_10_17_1.pdf

OLD BUSINESS

Resolution 2016-17.J, Resolution to Approve New Degree, Bachelor of Science in Public Health, Second Reading

The motion was made and seconded to present for second reading Resolution 2016-17.J, Resolution to Approve New Degree, Bachelor of Science in Public Health.

D. Stauffer reported that the Faculty Senate had waived its right to review Resolution 2016-17.J. D. Stauffer also outlined the changes made to the Resolution related to the feedback provided by the Commission following first reading.

D. Stauffer opened the floor for discussion on Resolution 2016-17.J.
Hearing no further discussion, a motion was made and seconded to APPROVE Resolution 2016-17.J. The motion passed unanimously.

REPORTS AND MINUTES FROM COMMISSION COMMITTEES/SUB-COMMITTEES

COMMITTEE REPORTS

Academic Support Committee
No Report.

Academic Policies Committee
No Report.

Athletic Committee
No Report.

Commencement Committee
No Report.

Honor System Review Board
A. Egan for C. Rittenhouse reported that the Honor System held its end of the year ceremony on April 20. New executive officers were announced for the 2017-2018 Academic Year and new delegates were sworn in at this ceremony.

The Honor System will be running an advertisement in the Collegiate Times to provide statistics on the number of cases heard during the academic year, and to publish feedback received from students regarding the new Honor Code. A. Egan reported that students have a much better understanding of the Honor Code and the Honor System, learning the steps necessary to ensure compliance and avoid violations.

A. Egan reported that the Honor System would be working over the summer to complete pending cases, including those for students who are graduating.

B. Watford provided information to the Commission on the electronic sanction notices that are sent to the Associate Deans. She mentioned that the Honor System has instructed Associate Deans not to file these notices in the student file and that only the Associate Deans may receive these notices. B. Watford has requested clarification from the Honor System on what should be done with the
notices once they are received by the Associate Deans. She has also sought clarification on whether the Associate Deans’ administrative assistants may receive these notices instead, as they are the individuals who often file or process these types of student data.

R. Holloway offered to convene a meeting of the Associate Deans and the Honor System to discuss these concerns and provide clear guidance to the Associate Deans. A report of the results of that meeting will be reported back to the Commission.

Library Committee

No Report.

Undergraduate Curriculum Committee

M. Kasarda presented the April 7, 2017 Report of the Undergraduate Curriculum Committee for approval. A motion was made and seconded to APPROVE the April 7, 2017 Report of the Undergraduate Curriculum Committee.

The motion passed unanimously.

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New:

Fall 2017

College of Agriculture and Life Sciences
HNFE 4025-4026 Metabolic Nutrition (CM-3633)

Pamplin College of Business
FIN 4314 Field Projects in Finance (CM-3272)
HTM 3424 Events Management (CM-3610)
College of Engineering
AOE 2054 Electronics for Aerospace and Ocean Engineers (CM-3590)
ECE 3104 Introduction to Space Systems and Technologies (CM-3585)
ECE 3154 Space Systems Lab (CM-3586)
ECE 3604 Introduction to RF and Microwave Engineering (CM-3589)
ENGE 1414 Foundations of Engineering Practice (CM-3542)

College of Liberal Arts and Human Sciences
FMD 1224 Introduction to the Fashion Industry (CM-3594)

College of Science
CHEM 1004 First Year Experience in Chemistry (CM-3643)

Spring 2018

College of Liberal Arts and Human Sciences
FMD 3264 Draping (CM-3602)

Revised:

Fall 2017

Pamplin College of Business
HTM 1414 Introduction to Hospitality and Tourism Management (CM-3583)
HTM 4414 Food and Beverage Management (CM-3584)

College of Engineering
AOE 2104 Introduction to Aerospace Engineering and Aircraft Performance (CM-3591)
AOE 2204 Introduction to Ocean Engineering (CM-3592)

**Spring 2018**

**College of Science**

STL 4304 Intellectual Property Law (CM-3260)

**Discontinue:**

**Fall 2017**

**College of Agriculture and Life Science**

HNFE 3025-3026 Metabolic Nutrition (CM-3633)

**Pamplin College of Business**

HTM 4424 Events Management (CM-3610)

**College of Engineering**

AOE 3204 Naval Architecture (CM-3592)

ENGE 1434 Fundamentals of Engineering (CM-3542)

**FOR “FIRST AND SECOND READING”**

**UNANIMOUS APPROVAL**

**DEGREES, MAJORS, OPTIONS, MINORS,**

**Majors**

**Revised:**

**Effective Graduating Calendar Year 2019**

**College of Architecture and Urban Studies**

Bachelor of Science (BS); Major: Building Construction (BC); Effective for students graduating in calendar year 2019 (CM-3264)
College of Liberal Arts and Human Sciences

Bachelor of Science in Apparel, Housing, and Resource Management (BSARM); Major: Fashion Merchandising and Design (FMD); Effective for students graduating in calendar year 2019 (CM-3548)

Minors

Revised:

Effective Graduating Calendar Year 2019

College of Liberal Arts and Human Sciences

Minor in Professional and Technical Writing (PTW); Effective for students graduating in calendar year 2019 (CM-3549)

**RESTRICTED DEGREES AND MAJORS**

Recommendation for Approval

Fall 2017

College of Agriculture and Life Sciences

Restricted Major Renewal: HNFE (CM-3611)

College of Architecture and Urban Studies

Restricted Degree Renewal: School of Architecture and Design (CM-3665)

Restricted Degree Renewal: School of Visual Arts (CM-3666)

Pamplin College of Business

Restricted Major Renewal: ACIS, BIT, FIN, HTM, MGT, MKTG (CM-3652)
M. Kasarda presented the April 14, 2017 Report of the Undergraduate Curriculum Committee for approval. A motion was made and seconded to APPROVE the April 14, 2017 Report of the Undergraduate Curriculum Committee.

The motion passed unanimously.

**UCC REPORT—APRIL 14, 2017**

**FOR “FIRST READING”**
**NON-UNANIMOUS APPROVAL**

**COURSES**

New:

Fall 2017

University Honors

UH 2804 Honors Portfolio Practices (CM-3357)

**FOR “FIRST AND SECOND READING”**
**UNANIMOUS APPROVAL**

**COURSES**

New:

Fall 2017

College of Agriculture and Life Sciences

DASC 2664 Professional Discourse and Career Development (CM-3634)

DASC 4664 Translating Dairy Science (CM-3635)

HNFE 4114 Food and Nutritional Toxicology (CM-3671)

College of Architecture and Urban Studies

ART 1304 Gateway to Art and Design (CM-3664)
College of Liberal Arts and Human Sciences
STS 3504 The Practice of Collaborative Research in STS (CM-3215)

University Honors
UH 2604 Introduction to Honors Transdisciplinary Research (CM-3638)

Fall 2018
College of Engineering
AOE 3164 Aerothermodynamics and Propulsion Systems (CM-3648)

Revised:

Fall 2018
College of Engineering
AOE 3114 Aerodynamics and Compressibility (CM-3647)

FOR “FIRST AND SECOND READING”
UNANIMOUS APPROVAL

DEGREES, MAJORS, OPTIONS, MINORS,

Majors
Revised:

Effective Graduating Calendar Year 2019
College of Engineering
Bachelor of Science in Engineering Science and Mechanics (BSESM);
Major: Engineering Science and Mechanics (ESM); Option: No Option
Effective for students graduating in calendar year 2019 (CM-3179)
Bachelor of Science in Engineering Science and Mechanics (BSESM); Major: Engineering Science and Mechanics (ESM); Option: Biomechanics (BMCH) Effective for students graduating in calendar year 2019 (CM-3180)

Bachelor of Science in Engineering Science and Mechanics (BSESM); Major: Engineering Science and Mechanics (ESM); Option: Engineering Physics (EP); Effective for students graduating in calendar year 2019 (CM-3181)

**Minors**

**Revised:**

**Effective Graduating Calendar Year 2019**

**College of Liberal Arts and Human Sciences**

- Minor in History (HIST); Effective for students graduating in calendar year 2019 (CM-3552)
- Minor in Language Sciences (LNGS); Effective for students graduating in calendar year 2019 (CM-3550)
- Minor in Russian Area Studies (RAS); Effective for students graduating in calendar year 2019 (CM-3553)

**Undergraduate Studies and Policies**

No Report.

**University Curriculum Committee for General Education**


The motion passed unanimously.
**PATHWAYS AD-HOC REVIEW COMMITTEE REPORT—MARCH 15, 2017**

**Courses**

Revised:

**CLE Fall 2017/Pathways Fall 2018**

**College of Liberal Arts and Human Sciences**

HUM 1324: Introductory Humanities: The Modern World (CLE Area 2, Pathways Critical Thinking in the Humanities GE02, Intercultural and Global Awareness GE11) (CM 3101)

M. Kasarda for L. Zietsman presented the March 22, 2017 revised report of the Pathways Ad-Hoc Review Committee for approval. A motion was made and seconded to **APPROVE** the revised March 22, 2017 report of the Pathways Ad-Hoc Review Committee.

The motion passed unanimously.

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**PATHWAYS AD-HOC REVIEW COMMITTEE REPORT—MARCH 22, 2017**

**Courses**

New:

**CLE Fall 2017/Pathways Fall 2018**

**College of Agriculture and Life Sciences**

CSES 2244: Agriculture, Global Food Security, and Health (CLE Area 4, Pathways Reasoning in the Natural Sciences GE04, Ethical Reasoning GE10, Intercultural and Global Awareness GE11) (CM 2994)
**College of Architecture and Urban Studies**

ART 3094: Early Modern Global Visual Culture (CLE Areas 2 and 6, Pathways Critical Thinking in the Humanities GE02, Critique and Practice in Design and the Arts GE06, Intercultural and Global Awareness GE11) (CM 3153)

**College of Liberal Arts and Human Sciences**

TA 2404: Introduction to Applied Collaborative Techniques (CLE Area 6, Pathways Discourse GE01, Critique and Practice in Design and the Arts GE06, Intercultural and Global Awareness GE11) (CM 3119)

Revised:

**CLE Fall 2017/Pathways Fall 2018**

**College of Agriculture and Life Sciences**

PPWS 2004: Mysterious Mushrooms, Malicious Molds (CLE Area 7, Pathways Reasoning in the Natural Sciences GE04, Intercultural and Global Awareness GE11) (CM 3137)

**College of Architecture and Urban Studies**

LAR 4034: Evolution of the American Landscape (CLE Area 2, Pathways Discourse GE01, Critical Thinking in the Humanities GE02, Intercultural and Global Awareness GE11) (CM 3270)

**College of Liberal Arts and Human Sciences**

HIST 3054: The American Civil War (CLE Area 2, Pathways Discourse GE01, Critical Thinking of the Humanities GE02, Intercultural and Global Awareness GE11) (CM 3174)

HUM 3204 (RLCL 3204) (COMM 3204): Multicultural Communication (CLE Area 7, Pathways Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3236)

MUS 1104: Music Appreciation (CLE Areas 2 and 6, Pathways Critique and Practice in Design and the Arts GE06, Intercultural and Global Awareness GE11) (CM 3213)

RLCL 1004: Introduction to Religion and Culture (CLE Areas 3 and 7, Pathways Critical Thinking in the Humanities GE02, Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3115)
M. Kasarda for L. Zietsman presented the minutes of the April 5, 2017 meeting of the University Curriculum Committee for General Education for acceptance. A motion was made and seconded to **ACCEPT** the April 5, 2017 minutes of the University Curriculum Committee for General Education.

**The motion passed unanimously.**

M. Kasarda for L. Zietsman presented the April 12, 2017 report of the Pathways Ad-Hoc Review Committee for approval. A motion was made and seconded to **APPROVE** the April 12, 2017 report of the Pathways Ad-Hoc Review Committee.

D. Stauffer opened the floor for discussion on the April 12, 2017 report of the Pathways Ad-Hoc Review Committee.

D. Thorp requested that FR 3105, FR 3106 be removed from the report and referred back to the Pathways Ad-Hoc Review Committee for further consideration. The College of Liberal Arts and Human Sciences would like for the Ad-Hoc Review Committee to further discuss these courses.
and the rationale for including the courses as “foundational discourse” instead of “advanced discourse” under Pathways.

Further discussion and clarification topics included:

- The intent of “foundational discourse” in the Pathways for General Education to provide a core foundation in the English language
- The Pathways Implementation Guide as an evolving document and the ability to edit and refine the document
- Procedure to be followed by the Ad-Hoc in reviewing these courses and other foreign language courses for “foundational discourse”

M. Kasarda amended the previous motion, and moved to **APPROVE** the April 12, 2017 report of the Pathways Ad-Hoc Review Committee, removing FR 3105 and FR 3106, and sending these courses back to the Ad-Hoc Review Committee for further consideration. The amended motion was seconded.

Hearing no further discussion, D. Stauffer asked for a vote on the amended April 12, 2017 report of the Pathways Ad-Hoc Review Committee.

The motion passed unanimously.

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**PATHWAYS AD-HOC REVIEW COMMITTEE REPORT—APRIL 12, 2017**

For “First and Second Reading”
Unanimous Approval

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New:

**CLE Fall 2017/Pathways Fall 2018**

**College of Architecture and Urban Studies**

- SPIA 1024: Community Service Learning (CLE Area 2, Pathways Reasoning in the Social Sciences GE03, Ethical Reasoning GE10, Intercultural and Global Awareness GE11) (CM 3307)

- SPIA 2024: Community Systems Thinking (CLE Area 3 and Area 7, Pathways Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3310)
SPIA 4784: Community Systems Capstone (Pathways Advanced Discourse GE01, Ethical Reasoning GE10, Intercultural and Global Awareness GE11) (CM 3308)

**College of Liberal Arts and Human Sciences**

ENGL 4144: Phonology (Pathways Quantitative and Computational Thinking GE05, Intercultural and Global Awareness GE11) (CM 3315)

HIST 3374: French Empire (CLE Areas 2 and 3, Pathways Critical Thinking in the Humanities GE02, Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3175)

SOC 2104 (HD 2104): Quantitative Approaches to Community Research (CLE Area 5, Pathways Quantitative and Computational Thinking GE05, Ethical Reasoning GE10) (CM 3322)

Revised:

**CLE Fall 2017/Pathways Fall 2018**

**College of Architecture and Urban Studies**

ART 3074: Egyptian Art and Architecture (CLE Areas 2 and 6, Pathways Critical Thinking in the Humanities GE02, Critique and Practice in Design and the Arts GE06, Intercultural and Global Awareness GE11) (CM 3149)

**College of Liberal Arts and Human Sciences**

AHRM 2404: Consumer Rights (CLE Area 3, Pathways Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3320)

ARBC 2774: Arab Culture and Civilization (CLE Areas 2 and 7, Pathways Critical Thinking in the Humanities GE02, Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3321)

COMM 2004: Public Speaking (Pathways Advanced Discourse GE01, Ethical Reasoning GE10) (CM 3169)

COMM 2044: Principles of Public Relations (CLE Area 3, Pathways Reasoning in the Social Sciences GE03, Ethical Reasoning GE10) (CM 3170)

ENGL 4074: Syntax (Pathways Quantitative and Computational Thinking GE05, Intercultural and Global Awareness GE11) (CM 3314)
HIST 2275, 2276 (AFST 2275, 2276): African American History (CLE Areas 2 and 7, Pathways Critical Thinking in the Humanities GE02, Intercultural and Global Awareness GE11) (CM 3306)

SPAN 3414: Modern Peninsular Culture and Literature (CLE Area 2, Pathways Critical Thinking in the Humanities GE02, Intercultural and Global Awareness GE11) (CM 3317)

**College of Natural Resources and the Environment**

NR 1115-1116 (GEOG 1115-1116): Seeking Sustainability 1 and 2 (CLE Areas 3 and 7, Pathways Reasoning in the Social Sciences GE03, Intercultural and Global Awareness GE11) (CM 3252)

**College of Science**

CHEM 1015, 1016: Chemistry in Context (CLE Area 4, Pathways Reasoning in the Natural Sciences GE04, Ethical Reasoning GE10) (CM 3164)

CHEM 1025, 1026: Chemistry in Context Laboratory (CLE Area 4, Pathways Reasoning in the Natural Sciences GE04, Ethical Reasoning GE10) (CM 3165)

**Discontinue:**

**Effective Fall 2017**

**College of Liberal Arts and Human Sciences**

HIST 3175, 3176 (AFST 3175, 3176): Afro-American History (CM 3306)

**Constituent Reports**

**Commission on Administrative and Professional Faculty Affairs**

No Report.

**Staff Senate**

No Report.
Faculty Senate

D. Stauffer reported that the Faculty Senate had met earlier in the day with Provost Rikakis regarding faculty promotion and tenure. The Faculty Senate sought clarification on the expectations from the Provost’s Office on this topic.

Student Government Association

No Report.

Graduate Student Assembly

No Report.

OTHER BUSINESS

University Convocation Ceremony

D. Thorp asked for any information the members of the Commission may be able to provide on the proposed university convocation ceremony to be held at the beginning of the Fall 2017 term. Some Commission members shared that the convocation is still planned, but final details have yet to be announced.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 3:29 PM.

Respectfully Submitted,
Justin D. Sanders, Office of the University Registrar
MINUTES
UNIVERSITY ADVISORY COUNCIL ON
STRATEGIC BUDGETING AND PLANNING
April 27, 2017


ABSENT: Carolyn Copenheaver, Mateo Carrasco, Henri de Hahn, Omchand Mahdu, Susan Marmagas, Herve Marand, Quinton Nottingham, Andi Ogier, Alex Parrish, Randy Penson, Thanassis Rikakis, Hans Robinson, Dwight Shelton, Jason Soileau, Benjamin Tracy.

1. CALL TO ORDER

Mr. Tim Hodge, Assistant Vice President for Budget and Financial Planning, called the meeting to order at 4:03 p.m.

2. APPROVAL OF THE MARCH 23, 2017 MINUTES

Mr. Hodge stated that the March 23, 2017 minutes have been approved and forwarded to the University Council for posting on the web.

3. UPDATE ON UNIVERSITY BUDGET DEVELOPMENT

Mr. Hodge updated the council on the current budget development, focusing on the University Division (208) E&G $683.5 million budget. Mr. Hodge reminded the Council that 70% of the E&G budget is generated by Tuition & Fee (T&F) dollars, and informed them of several factors that are considered in the budget and T&F development, such as level of state support, known cost drivers, University budget priorities, market considerations and State guidance. The University prepared several T&F scenarios and the T&F proposal taken to the March BOV meeting included a 3.7% increase for in-state undergraduates and a 3.5% increase for out-of-state undergraduates. Ultimately, the BOV voted on an increase of 2.9% for in-state undergraduate’s, which resulted in $1.9M less funding. Mr. Hodge reminded the Council of the general fund shortfall of $8.6 million assigned by the state, causing a campus-wide reduction exercise in the form of a 1% reduction target for E&G funds (Library and Police were exempt). As the University continues to develop the 2017-18 budget, the initial revenue budget required a downward adjustment of $1.9M in expenditures due to the final 2.9% tuition rate decision. Current recommendations to address this adjustment are to slightly reduce the National Distinction Pool from 1.0% to 0.75% and delay $1.1M of the $4.4M Destination Area investment to a subsequent time period. The remainder budget/investment plan remains intact, which includes a compensation plan for faculty & staff, significant support for new academic initiatives, $7.7M for enrollment growth, $3.3M for destination areas, and $3.7M of new investments into institutional student financial aid. Mr. Hodge concluded his presentation reminding the Council of future opportunities and strategies of the University through enrollment growth, exploring differential tuition, full PIBB implementation by 2018-19, philanthropy and partnerships.

4. The meeting adjourned at 4:57 p.m.
2017-18 Budget Development

University Advisory Council on Strategic Budget and Planning
April 27, 2017
## 2016-17 University Budget

($ in Millions)

<table>
<thead>
<tr>
<th>Category</th>
<th>Total</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>208 E&amp;G</td>
<td>$683.5</td>
<td>47%</td>
</tr>
<tr>
<td>229 E&amp;G</td>
<td>86.0</td>
<td>6%</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>320.8</td>
<td>22%</td>
</tr>
<tr>
<td>Sponsored</td>
<td>342.0</td>
<td>23%</td>
</tr>
<tr>
<td>SFA</td>
<td>23.2</td>
<td>2%</td>
</tr>
<tr>
<td>Other</td>
<td>6.8</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,462.3</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>
University Division Revenue Sources
Educational & General Program
2016-17

- **Components** | $ Millions | %
- In-state T&F | $237.7 | 35%
- Out-of-state T&F | 236.8 | 35%
- General Fund | 166.5 | 24%
- All Other Income | 25.9 | 4%
- Sales & Services | 16.6 | 2%
- **Total** | **$683.5** | **100%**

(Source: 2016-17 University Authorized Budget Document.)
Nonresident Undergraduates

- Though only 28% of undergraduate enrollment, nonresidents provide 48% of net undergraduate tuition revenue.
Factors Considered in Budget and Tuition & Fee Planning

- **Level of state General Fund Support**
  - General Fund reduction of $8.6 million for 2017-18
  - Increased costs related to health, compensation, etc.

- **2017-18 Known Cost Drivers**
  - Compensation, health insurance, student financial aid
  - Other Costs (fixed costs, utilities, health & safety)

- **University Budget Priorities**
  - Enhanced Student Financial Aid to help Low- to Middle-Income families
  - Enrollment Growth
  - Strategic Initiatives

- **Market Considerations**
  - Benchmarking & Studies

- **State Guidance**
  - Appropriation Act language
  - Six-Year Plan feedback
Range of tuition actions considered by leadership

- Scenarios ranged from 2.9% to 3.9% for Virginia undergraduates

Proposal taken to March BOV meeting

- 3.7% for in-state undergraduates
- 3.5% for out-of-state undergraduates

Board reiterated sensitivity to access and affordability, and challenged university to reduce proposed increase

Ultimately, 2.9% in-state undergraduate increase was approved.

- This resulted in $1.9M of less funding than original proposal
Virginia Undergraduate Tuition and Fee Increase History

2017-18 continues the trend of slowing increases.

Percentage Increase over Previous Year

2002-03: 18.3%
2003-04: 17.5%
2004-05: 14.6%
2005-06: 9.2%
2006-07: 6.1%
2007-08: 9.3%
2008-09: 10.8%
2009-10: 9.8%
2010-11: 9.6%
2011-12: 3.9%
2012-13: 4.9%
2013-14: 4.9%
2014-15: 3.9%
2015-16: 3.9%
2016-17: 2.9%
2017-18*: 2.9%

*Proposed
<table>
<thead>
<tr>
<th></th>
<th>2016-17 Charge</th>
<th>Proposed 2017-18</th>
<th>Increase</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident Undergraduate</td>
<td>$12,852</td>
<td>$13,230</td>
<td>$378</td>
<td>2.9%</td>
</tr>
<tr>
<td>Nonresident Undergraduate</td>
<td>$29,975</td>
<td>$31,014</td>
<td>$1,039</td>
<td>3.5%</td>
</tr>
<tr>
<td>Resident Graduate</td>
<td>$14,532</td>
<td>$15,072</td>
<td>$540</td>
<td>3.7%</td>
</tr>
<tr>
<td>Nonresident Graduate</td>
<td>$27,764</td>
<td>$28,810</td>
<td>$1,046</td>
<td>3.8%</td>
</tr>
<tr>
<td>VA/MD Vet Med</td>
<td>$23,617</td>
<td>$24,197</td>
<td>$580</td>
<td>2.5%</td>
</tr>
<tr>
<td>Nonresident Vet Med</td>
<td>$50,753</td>
<td>$51,996</td>
<td>$1,243</td>
<td>2.4%</td>
</tr>
</tbody>
</table>
## Resident Undergraduate Total Cost

<table>
<thead>
<tr>
<th></th>
<th>2016-17</th>
<th>Proposed 2017-18</th>
<th>Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition</strong></td>
<td>$10,787</td>
<td>$11,093</td>
<td>$306</td>
</tr>
<tr>
<td><strong>E&amp;G Fees</strong></td>
<td>154</td>
<td>170</td>
<td>16</td>
</tr>
<tr>
<td><strong>Tuition &amp; E&amp;G Fees</strong></td>
<td>10,941</td>
<td>11,263</td>
<td>322</td>
</tr>
<tr>
<td><strong>Comprehensive Fee</strong></td>
<td>1,911</td>
<td>1,967</td>
<td>56</td>
</tr>
<tr>
<td><strong>Tuition &amp; Mandatory Fees</strong></td>
<td>12,852</td>
<td>13,230</td>
<td>378</td>
</tr>
<tr>
<td><strong>Room and Board</strong></td>
<td>8,424</td>
<td>8,690</td>
<td>266</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td>$21,276</td>
<td>$21,920</td>
<td>$644</td>
</tr>
</tbody>
</table>
## Nonresident Undergraduates
### Total Cost

<table>
<thead>
<tr>
<th></th>
<th>2016-17</th>
<th>Proposed 2017-18</th>
<th>Increase</th>
<th>$</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuition</strong></td>
<td>$27,306</td>
<td>$28,273</td>
<td>$967</td>
<td></td>
<td>3.5%</td>
</tr>
<tr>
<td><strong>E&amp;G Fees</strong></td>
<td>758</td>
<td>774</td>
<td>16</td>
<td></td>
<td>2.1%</td>
</tr>
<tr>
<td><strong>Tuition &amp; E&amp;G Fees</strong></td>
<td>28,064</td>
<td>29,047</td>
<td>983</td>
<td></td>
<td>3.5%</td>
</tr>
<tr>
<td><strong>Comprehensive Fee</strong></td>
<td>1,911</td>
<td>1,967</td>
<td>56</td>
<td></td>
<td>2.9%</td>
</tr>
<tr>
<td><strong>Tuition &amp; Mandatory Fees</strong></td>
<td>29,975</td>
<td>31,014</td>
<td>1,039</td>
<td></td>
<td>3.5%</td>
</tr>
<tr>
<td><strong>Room and Board</strong></td>
<td>8,424</td>
<td>8,690</td>
<td>266</td>
<td></td>
<td>3.2%</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td>$38,399</td>
<td>$39,704</td>
<td>$1,305</td>
<td></td>
<td>3.4%</td>
</tr>
</tbody>
</table>
Projected Market Impact of 2017-18 Tuition and Mandatory Fees

- Based upon recent market trends and the university's estimate of 2017-18 increases, the 2017-18 tuition and fee adjustments will maintain the university's current market position.

<table>
<thead>
<tr>
<th></th>
<th>2016-17</th>
<th>2017-18</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>In-state Undergraduate</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public SCHEV Peers</td>
<td>10 out of 24</td>
<td>10 out of 24</td>
</tr>
<tr>
<td>Virginia Institutions</td>
<td>6 out of 15</td>
<td>6 out of 15</td>
</tr>
<tr>
<td><strong>Out-of-state Undergraduate</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public SCHEV Peers</td>
<td>14 out of 24</td>
<td>15 out of 24</td>
</tr>
<tr>
<td>Virginia Institutions</td>
<td>6 out of 15</td>
<td>6 out of 15</td>
</tr>
</tbody>
</table>
2017-18 Budget Planning
# 2017-18 E&G Cost Drivers

*(S in millions)*

## Compensation

<table>
<thead>
<tr>
<th>Cost Driver</th>
<th>Total</th>
<th>State</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statewide 2% Faculty Merit Increase</td>
<td>$6.4</td>
<td>$1.9</td>
<td>$4.5</td>
</tr>
<tr>
<td>Statewide 3% Staff Salary Increase</td>
<td>2.7</td>
<td>1.1</td>
<td>1.6</td>
</tr>
<tr>
<td>National Distinction*/Promotion&amp;Tenure</td>
<td>2.7</td>
<td>-</td>
<td>2.7</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$11.8</strong></td>
<td><strong>$3.0</strong></td>
<td><strong>$8.8</strong></td>
</tr>
</tbody>
</table>

* Proposed revision
# 2017-18 E&G Cost Drivers

**($s in millions)**

## Mandatory and/or Unavoidable Costs

<table>
<thead>
<tr>
<th>Cost Driver</th>
<th>Total</th>
<th>State</th>
<th>University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee Health Insurance Increase</td>
<td>$ 4.0</td>
<td>$ 1.6</td>
<td>$ 2.4</td>
</tr>
<tr>
<td>Graduate Assistant Health Insurance Increase</td>
<td>0.6</td>
<td>-</td>
<td>0.6</td>
</tr>
<tr>
<td>Health &amp; Safety</td>
<td>0.3</td>
<td>-</td>
<td>0.3</td>
</tr>
<tr>
<td>Fixed Costs</td>
<td>1.3</td>
<td>-</td>
<td>1.3</td>
</tr>
<tr>
<td>Operation &amp; Maintenance of Facilities</td>
<td>0.1</td>
<td>-</td>
<td>0.1</td>
</tr>
<tr>
<td>Financial Aid – Prior Commitments</td>
<td>1.3</td>
<td>-</td>
<td>1.3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 7.6</td>
<td>$ 1.6</td>
<td>$ 6.0</td>
</tr>
<tr>
<td>Institutional Priorities</td>
<td>Total</td>
<td>State</td>
<td>University</td>
</tr>
<tr>
<td>-----------------------------------------------------------</td>
<td>--------</td>
<td>-------</td>
<td>------------</td>
</tr>
<tr>
<td>Enrollment Growth Support</td>
<td>$ 7.7</td>
<td>$ 3.7</td>
<td>$ 4.0</td>
</tr>
<tr>
<td>Destination Area Investments* (New Faculty)</td>
<td>3.3</td>
<td>-</td>
<td>3.3</td>
</tr>
<tr>
<td>Student Financial Aid Enhancements</td>
<td>2.4</td>
<td>-</td>
<td>2.4</td>
</tr>
<tr>
<td>Library</td>
<td>0.6</td>
<td>-</td>
<td>0.6</td>
</tr>
<tr>
<td>Critical Needs</td>
<td>1.3</td>
<td>-</td>
<td>1.3</td>
</tr>
<tr>
<td>Prior Commitments</td>
<td>0.6</td>
<td>-</td>
<td>0.6</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 15.9</td>
<td>$ 3.7</td>
<td>$ 12.2</td>
</tr>
</tbody>
</table>

* Proposed revision
### 2017-18 E&G Cost Drivers

*(in millions)*

<table>
<thead>
<tr>
<th>Total Cost Drivers</th>
<th>Fund Split</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total</td>
</tr>
<tr>
<td>Compensation</td>
<td>$11.8</td>
</tr>
<tr>
<td>Unavoidable and/or Mandatory Costs</td>
<td>7.6</td>
</tr>
<tr>
<td>Institutional Priorities</td>
<td>15.9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$35.3</td>
</tr>
</tbody>
</table>
## Resourcing the Institution

### ($s in Millions)

<table>
<thead>
<tr>
<th>Description</th>
<th>2017-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previously Identified Known Costs</td>
<td>$ 35.3</td>
</tr>
<tr>
<td><strong>Resource Plan</strong></td>
<td></td>
</tr>
<tr>
<td>Incremental Operating General Fund Support</td>
<td>3.7</td>
</tr>
<tr>
<td>State Support for Fringe Rate and Compensation Increases</td>
<td>4.6</td>
</tr>
<tr>
<td>General Fund Budget Reduction</td>
<td>(8.6)</td>
</tr>
<tr>
<td>Reallocation of Existing Resources</td>
<td>5.9</td>
</tr>
<tr>
<td>Auxiliary Direct Assistance</td>
<td>1.0</td>
</tr>
<tr>
<td>Alternative Revenue Strategies (Library Fee)</td>
<td>0.6</td>
</tr>
<tr>
<td>Enrollment Growth</td>
<td>14.6</td>
</tr>
<tr>
<td>BOV Approved Tuition Rate Increase</td>
<td>13.5</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>35.3</td>
</tr>
<tr>
<td><strong>Remaining Surplus/(Deficit)</strong></td>
<td>$ -</td>
</tr>
</tbody>
</table>
General Fund shortfall of $8.6 million assigned by state

- $1.7m through new nongeneral fund resources
- $1.0m Auxiliary Enterprise support for student financial aid
- $1.9m in central reallocation strategies (payoff of loans, energy savings)
- This leaves $4.0m to be managed through campus-wide reduction exercise
$4.0m of state General Fund reduction will need to be managed through campus actions
- Academic and Administrative units have received reduction planning instructions

1% reduction target for 208 E&G
- Exempt Library and Police
- Fringe savings count towards this target
  - 24% salary variable, 1.00 FTE=$12,200 Health Ins
  - Lowers effective impact
University is still developing 2017-18 budget

As compared to our initial revenue budget development, the final tuition rate decisions require a downward adjustment of $1.9m in expenditures.

Current recommendations to address this are to scale back:

- National Distinction pool from 1.0% to 0.75%
- Destination Area investment from $4.4m to $3.3m
**Reduction/Reallocation Strategy**

- Remainder of budget/investment plan remain intact
  - Compensation increases for Faculty and Staff
  - Significant support for new academic initiatives
  - Enrollment Growth
  - Destination Areas
  - $3.7m of new investments into institutional student financial aid
Next Steps

- Complete academic and administrative budget development processes
  - Reductions and investments

- Communicate final allocations
  - Authorized Budget Document

- July 1, 2017 begin new fiscal year
Future Opportunities

- Enrollment Growth
  - Regular session ~$14M in FY18
  - Summer & winter sessions
  - Professional Masters Programs

- Tuition rate of 2.9% ~ $14M

- Explore differential tuition for STEM-H programs due to higher cost
Future Opportunities

- State General Fund Support Funding Strategies
  - Compensation
  - Enrollment Growth
  - Research
  - Student Financial Aid
  - Capital Outlay
Future Opportunities

- Enhanced resource generation strategies
  - Full PIBB implementation by 2018-19
- Philanthropy
- Partnerships
Questions?