

Minutes
University Council Meeting
September 20, 1993

Dr. E. Fred Carlisle called the meeting to order at 3:00 p.m.

Present: E.F. Carlisle, C. Morton, M. Ridenour, J. Eversole (for R. Smoot), T. Goodale, M. Williams (for E. Blythe), G. Russell, P. Liverpool, L. Swiger, P. Edwards, R. Paterson, H. Bonham (for R. Sorensen), J. Buffer, O. Griffin (for P. Torgersen), P. Meszaros, L. Richardson (for J. Eustis), P. Eyre, L. Shumsky, R. Mitchiner, J. McKenna, E. Brown, G. Holtzman, D. de Wolf, G. Brown, W. Greenberg, N. Castagnoli, P. Miller, K. Kubin, N. Dodl, W. Knocke, D. Smith, V. Fu, J. Robertson, L. Richardson, K. Martin, B. Misra, S. Wheeler, M. Murray, C. Mitchell, M. Church, R. Rowley, E. Morales, J. McMillan, B. Tatarka, R. Stephenson

Guests: L. Geyer, Former President of the Faculty Senate

Dr. E. Fred Carlisle welcomed University Council and introduced himself as the acting chair in Dr. McComas' absence. He shared Dr. McComas' health situation with the Council by explaining that Dr. McComas was in good spirits, was up and walking. Dr. Carlisle explained that there was no specific information regarding a long-term prognosis of Dr. McComas' illness but that it was thought that Dr. McComas would be recuperating for a three-four week period. Dr. Carlisle explained that the University would function in the standard way that it did whenever Dr. McComas was away on vacation; that nothing exceptional or unusual would occur and that all of Dr. McComas' responsibilities would be dealt with by the administrative staff.

Dr. Carlisle then asked all members of University Council to introduce themselves, and share a little about themselves and what areas they represent.

1. Adoption of Agenda

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

2. Approval of Council Minutes of May 3, 1993

A motion was then made and seconded to approve the revised minutes from the meeting of May 3, 1993 as submitted. The motion passed.

3. First Reading, Commission on Undergraduate Studies and Policy Resolution 92-93B, Committees that Report to the Commission on Undergraduate Studies and Policy.

Dr. Ezra Brown and Dr. Leon Geyer explained that this resolution will address the Commission on Undergraduate Studies and Policy's responsibility under the revised system to restructure the committees that report to it. The resolution mentions the various committees, the charge and membership of each committee, as well as the periodic reviews.

4. First Reading, Commission on Undergraduate Studies and Policy Resolution 92-93C, Course Proposal Process (revised April 17, 1993).

Dr. Ezra Brown explained that the purpose of this resolution is to allow the Commissions on Undergraduate Studies and Graduate

Studies, respectively, to approve appropriate course proposals, check sheets, minor requirements, courses for University Core, and that these items are deemed approved for University governance purposes.

5. In successive motions, and after brief discussions, Council approved the minutes of the following meetings:

a. Approval of the minutes of the Commission on Research, April 14 and April 28, 1993.

b. Approval of the minutes of the Commission on Student Affairs, April 15, 1993.

c. Approval of the minutes of the Commission on Undergraduate Studies, April 12 and April 26, 1993.

6. For Information

a. The minutes from the Advisory Council on Strategic Budgeting and Planning, April 16, April 30, May 18, June 9, July 7, and July 29, 1993.

b. Dr. Cornel Morton discussed commissions/committees/councils, their memberships, reporting structures, responsibilities, etc. The governance flow chart was provided to University Council to help clarify reporting structures. Dr. Morton asked commission chairs to develop an informational reporting relationship with their respective committee chairs. He also asked commission chairs to communicate with him and Ms. Lowe so that we might have the most up-to-date governance information. He also shared with the Council members that a task force, appointed to revise the bylaws of University Council, would begin meetings soon.

6. Announcements

13. Question/Answer Session

A member of University Council raised a question regarding the nasty articles that had been appearing in the newspaper regarding higher education and whether or not Virginia Tech would be responding to those allegations. Dr. Carlisle explained that the University might decide to respond to the budget situation and the newspaper articles at the same time. The administration is trying to decide which method would represent Virginia Tech most accurately. One consideration is a coordinated response from major research universities in the Commonwealth. Dr. Charles Steger is also focusing on a plan to deal with these issues. He will be addressing legislators, speaking to parents during Parents Weekend, writing op ed articles, etc.

Mr. Minnis Ridenour responded that Virginia Tech would develop a response but that it was very important not to create an even greater problem. He shared with Council that a meeting has been planned for university presidents, where he, Dr. Carlisle, and Mr. Decker will represent Virginia Tech. During that meeting, various options will be discussed and a response will be developed in order that it is specific and contains very clear points. Dr. Carlisle reiterated the need for a response from Virginia Tech but again emphasized the need for us to deal with specific issues, not focus strictly on unfavorable newspaper articles.

Dr. Kenneth Martin asked for clarification on the committee that has been formed to study the Key Advantage Program. He shared with Council that this program is of great concern to many and wondered

what the University is doing to help alleviate the problems associated with this health care program. Mr. Ridenour explained that there is a new committee in place to study this issue. They are currently reviewing the Key Advantage program and will be presenting some recommendations to the administrators and legislators. Mr. Ridenour encouraged Virginia Tech employees to convey their concerns to Anne Spencer and her Employee Benefits Committee.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Cornel N. Morton
Executive Assistant to the President

CNM/bjl

Minutes
University Council Meeting
October 18, 1993

Dr. Paul E. Torgersen called the meeting to order at 3:00 p.m.

Present: P. Torgersen, C. Morton, L. Peters, E. Henneke, J. Eversole (for R. Smoot), T. Goodale, M. Williams (for E. Blythe), G. Russell, L. Swiger, R. Paterson, R. Sorensen, G. Brown, J. Eustis, P. Edwards, J. Armstrong, C. Stott, L. Shumsky, R. Olin, E. Brown, D. de Wolf, G. Holtzman, J. Ficenece, N. Castagnoli, W. Greenberg, D. Smith, K. Kubin, N. Dodl, W. Knocke, V. Fu, E. Kornegay, L. Richardson, K. Martin, S. Whiller, B. Misra, M. Church, C. Mitchell, R. Stephenson, K. Morales, J. McMillan, F. Homan, J. Perkins, R. Rowley.

Guests: B. Burleson, Spectrum; P. Hyer, Provost's Office; L. Moore, Governance Committee; S. Brooker-Gross, Provost's Office; J. Rothschild.

Dr. Paul E. Torgersen welcomed members of the University Council and guests. He introduced himself as the acting chair according to his new position as acting president. Dr. Torgersen shared that due to prior commitments, Dr. Carlisle would, in most cases, chair University Council through the remainder of this semester.

Dr. Torgersen shared several thoughts on the changes occurring in the world, both in terms of perceptions of what higher education is all about and, in particular, Virginia Tech's role in higher education in the Commonwealth. He said that the economic situation does not look good at the moment. Dr. Torgersen shared with University Council that he plans to begin traveling next week to visit with as many key legislators as possible before the General Assembly convenes. Dr. Torgersen informed Council that in the past he found that one-on-one relationships with legislators is very important and that he feels it is very important to reassure legislators that higher education is worth supporting.

Dr. Torgersen also shared his capital campaign ideas. He explained that, at best, what we want to do is begin to cultivate some of our more successful and more affluent alumni and friends at this time.

1. Adoption of Agenda

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

2. Approval of Council Minutes of September 20, 1993

A motion was made and seconded to approve the minutes from the meeting of September 20, 1993 as submitted. The motion passed.

3. First Reading, Resolution 93-94A Clarifying A/P Faculty Representation in University Governance.

Dr. Pat Hyer discussed a procedure for incorporating the administrative and professional faculty into the governance system. This group is comprised of approximately 600 faculty who are not currently represented by the Faculty Senate or by the College Associations. As this group became larger, it was important to try and have an outlet/voice in the governance system. The role of A&P Faculty in governance has already been approved by University Council and the Board of Visitors. Dr. Hyer explained that the resolution brought forward today provides the specific language and guidelines for the structure of this commission. This resolution will be reviewed by the Staff and Faculty Senates later this week (as all

changes to the constitution require).

4. First Reading, Advisory Council on Human Rights and Social Responsibility, Resolution 93-94B, Concerning Dissolution of Advisory Council.

Dr. Joyce Rothschild represented the resolution and explained why the Advisory Council on Human Rights and Social Responsibility unanimously concurred in its abolition. She shared with University Council that this Advisory Council was first implemented to ensure that the Virginia Tech campus is culturally diverse and to make sure that the various groups are recognized and communicate effectively with each other and interact harmoniously. But it became evident, while pursuing these goals, that the Advisory Council was actually redundant with several other offices/committees on campus. The Advisory Council had a very congenial year, learned a lot about student and faculty minority recruitment and retention, concerns of gay students, etc. but decided, in the end, that this Council should be abolished.

5. Second Reading, Commission on Undergraduate Studies and Policy Resolution 92-93B, Committees that Report to the Commission on Undergraduate Studies and Policy.

Dr. Ezra Brown moved approval of the resolution. After Dr. Brown summarized the resolution and a brief discussion ensued, the motion passed.

6. Second Reading, Commission on Undergraduate Studies and Policy Resolution 92-93C, Course Proposal Process (revised April 17, 1993).

Dr. Ezra Brown moved approval of the resolution. After Dr. Brown summarized the resolution and a brief discussion ensued, the motion passed.

7. In successive motions, and after brief discussions, Council approved the minutes of the following meetings:

a. Approval of the minutes of the Commission on Graduate Studies and Policies, April 21, 1993.

b. Approval of the minutes of the Commission on Research, September 8, 1993.

c. Approval of the minutes of the Commission on Undergraduate Studies, September 13, 1993.

6. For Information

a. The minutes from the Advisory Council on Strategic Budgeting and Planning, August 17, 1993.

b. Dr. Cornel Morton reminded commission chairs to remain for about an hour after the meeting adjourns to discuss implementation of the new Constitution and Bylaws, etc.

6. Announcements

Dr. Torgersen acknowledged that the University Council is a very important group on campus and he genuinely welcomes any advice they might want to share regarding what we can and should be doing in the weeks and months to come. Dr. Torgersen expressed his

recognition of Dr. McComas' very strong leadership to this University and expressed his sorrow that Dr. McComas could not be with us at this time.

Dr. Torgersen feels there is a strong sense of esprit de corps across the University. He thinks the morale is high and he is optimistic that we can continue to be a good university, moving towards becoming a great university. Dr. Torgersen reminded the Council members that their support and encouragement are very important.

Ms. Rachel Rowley, Vice President of SGA, announced that there would be a student rally on the Drill Field on Wednesday discussing the budget crisis. She asked that all faculty permit and encourage their students to attend.

7. Questions and Answers

Several questions arose regarding the negative media attention that higher education has received lately. What can the faculty do regarding the media's perception of higher education? Are our comments on research positive enough? Should we concentrate on the positive side more to offset the negative statements?

Dr. Torgersen responded to these questions by stating that he has been advised that perhaps we should not react too quickly to the newspaper/media stories. He also shared that many students feel they are getting better instruction because this is a research university. Dr. Torgersen had just enjoyed an experience with the Class of '43 at their induction into the Old Guard. He said that they feel really good about Virginia Tech; they do not need reassurance about our University and were quite willing to quickly discount the newspapers articles. Dr. Torgersen feels that we must capitalize on our supporters and alumni and not let the external environment break our spirits.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Cornel N. Morton
Executive Assistant to the President

CNM/bjl

Dr. E. Fred Carlisle called the meeting to order at 3:00 p.m.

Present: C. N. Morton, R. G. Mitchiner, E. Brown, L. Shumsky, D. de Wolf, K. Martin, P. Meszaros, G. Brown, D. Smith, J. Armstrong, L. Richardson, V. Fu, B. Knocke, J. Ficenec, M. Murray, C. Stott, P. Eyre, M. Church, K. Heidbreder, K. Kubin, T. Bonham, E. Kornegay, R. Rowley, N. Dodl, G. Holtzman, B. Olin, B. Burleson, J. Buffer, J. McMillan, T. Goodale, M. Williams (for E. Blythe), P. Edwards, B. Bates (for B. Paterson).

Guests: B. Burleson, Spectrum

1. Adoption of Agenda

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

2. Approval of Council Minutes of October 18, 1993

A motion was made and seconded to approve the minutes from the meeting of October 18, 1993 as submitted. The motion passed.

3. First Reading, Commission on Faculty Affairs 93-94A, Faculty Senate's Ethics Committee.

Dr. Larry Shumsky discussed the resolution which asking the Committee on Faculty Ethics to formulate a written recommendation documenting the process used, its finding, and its reasoning so that there will be no ambiguities in justifying a recommendation. For cases where it is deemed that a breach of faculty ethics has occurred, the committee's verdict, along with a recommendation for prescribed action, will be reported to the Provost.

4. First Reading, Commission on Research 93-94A, Ownership and Control of Research Results.

Dr. Robert Olin discussed the resolution clarifying ownership and control of research results. The resolution notes that "it will be the responsibility of the faculty principal investigator, as project leader, to preserve the research material and results in the manner that is customary to the field." Dr. Olin explained that the resolution further indicates that in the event that the faculty principal investigator or project leader permanently departs the University, that it will be the responsibility of the person's department head to determine the disposition of the research materials and results. The resolution also notes that the Graduate School may, with the agreement of Department Heads, major professor, and students involved, embargo theses and dissertations for up to one year after successful completion in order to protect patent applications or for other legitimate reasons.

5. Second Reading, Resolution 93-94A, Clarifying A/P Faculty Representation in University Governance.

Dr. Pat Hyer moved approval of the resolution. After Dr. Hyer summarized the resolution, a brief discussion ensued. The motion passed.

See reverse side

6. Second Reading, Advisory Council on Human Rights and Social Responsibility, Resolution 93-94B, Dissolution of Advisory Council on Human Rights and Social Responsibilities.

Dr. Cornel Morton moved approval of the resolution to dissolve the Advisory Council on Human Rights and Social Responsibilities. After Dr. Morton summarized the resolution and a brief discussion ensued, the motion passed.

7. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Faculty Affairs, September 10, September 24, and October 8, 1993.

b. Approval of the minutes of the Commission on Graduate Studies and Policies, September 15, October 6, and October 20, 1993.

c. Approval of the minutes of the Commission on Research, September 22, 1993.

d. Approval of the minutes of the Commission on Student Affairs, September 2, September 16, and October 7, 1993.

e. Approval of the minutes of the Commission on Undergraduate Studies, September 27, October 11, and October 25, 1993.

f. Approval of the minutes of the Commission on University Support, April 12, and October 5, 1993.

7. For Information

Minutes from the Advisory Council on Strategic Budgeting and Planning, September 8 and 14, 1993.

8. Announcements

Dr. Carlisle announced that the December 6 meeting of Council is canceled because of a lack of business items and that the next meeting will be held on Monday, January 17, 1994.

The meeting adjourned at 3:50 p.m.

Respectfully submitted,

Cornel N. Morton
Executive Assistant to the President

CNM/bjl

Dr. Paul E. Torgersen called the meeting to order at 3:05 p.m.

Present: P. Torgersen, C. Nickerson, F. Carlisle, M Ridenour, E. Stout (for L. Peters), B. Braun (for C. Steger), R. Smoot, T. Goodale, E. Blythe, G. Russell, P. Knox (for P. Edwards), L. Roy (for R. Paterson), R. Sorensen, M. Lewis (for J. Buffer), H. Griffin (for E. Henneke), J. Wall (for P. Meszaros), E. Graybeal (for J. Eustis), B. Meldrum (for P. Eyre), C. Stott, L. Shumsky, R. Mitchiner, R. Olin, J. McKenna, E. Brown, G. Holtzman, J. Ficenec, D. De Wolf, R. Olin, W. Greenberg, K. Webb (for E. Kornegay), P. Miller, J. Niles (for N. Dodl), W. Knocke, D. Smith, V. Fu, B. Obenhaus (for L. Richardson), K. Martin, S. Wheeler, M. Murray, C. Mitchell, B. Rowland.

Guests: S. Brooker-Gross, Provost Office; P. Hyer, Provost Office; L. McMahon, Spectrum

Opening Remarks: Dr. Paul Torgersen expressed regret for missing several Council meetings. He noted that the demands on his time have been unusually heavy, with special emphasis being required in development and legislative activities.

Dr. Torgersen introduced Carole Nickerson to Council as the new Executive Assistant to the President, a role formerly occupied by Dr. Cornel Morton. Dr. Morton has moved into the Office of the Vice President for Student Affairs.

1. Adoption of Agenda

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

2. Approval of Council Minutes of November 29, 1993

A motion was made and seconded to approve the minutes from the meeting of November 29, 1993 as submitted. The motion passed.

3. First Reading, Commission on Faculty Affairs Resolution 93-94B, Policy on Classroom Attendance.

Dr. Larry Shumsky presented an updated version of Faculty Affairs Resolution 93-94B, Policy on Classroom Attendance. He reviewed the history of this resolution as follows: last spring, Dr. McComas suggested that the current language in the Faculty Handbook concerning class attendance be updated and clarified because of a perception among many students that class attendance is optional. Many faculty believe that the resulting low attendance leads to poor performance amongst students and obligates faculty to monitor attendance to demonstrate that absenteeism is a factor in low grades.

A committee consisting of Dr. Jim McKenna, Dr. Bud Brown, Dr. Steve Janosik, and Dr. Larry Shumsky was formed to study relevant sections of the Faculty Handbook and to make substantial modifications. The proposed revision in Section 3.6.1 in the Faculty Handbook places the responsibility upon the faculty to provide students on the first day of classes each semester with a course syllabus that includes course objectives, topical outlines, and the expected performance for

which grades will be assigned, as well as the instructor's attendance policy if any. Section 3.6.2. indicates that it is the student's responsibility to make arrangements for any missed work, and that when faculty members cannot meet a class, it is their responsibility to notify their department head or chair as soon as possible so appropriate arrangements can be made. There was some confusion regarding this statement. Dr. Torgersen requested clarification on whether or not the policy makes it obligatory for instructors to notify their department head in all cases. Dr. Shumsky indicated that, depending on department policy, notification is not required in all cases.

Opposing viewpoints to the resolution were expressed. Dr. Golde Holtzman objected that the policy will take another responsibility away from the students, and commented that we are educating people to be good followers rather than leaders by assuming their responsibilities. Further discussion made it apparent that while the Commission on Faculty Affairs philosophically agrees with Dr. Holtzman, irresponsible classroom attendance is a serious problem, with a general attitude among students that regular attendance is not necessary. The Commission desires to send a clear, firm message by clarifying the ambiguous sections of the Faculty Handbook that address attendance. Another speaker objected to meeting irresponsibility with legislation. GSA member Carl Mitchell questioned whether in some cases faculty teaching methods might not be responsible for poor attendance. Dr. Shumsky responded that faculty responsibility had been discussed, and noted that unfortunately lack of attendance is characteristic not only of poorly taught courses, but that faculty widely recognized as excellent teachers, many with teaching awards, also confront a lack of attendance.

4. First Reading, Commission on Faculty Affairs Resolution 93-94C, Faculty Rank and Promotion Policies for Administrative and Professional Faculty.

Dr. Pat Hyer presented the resolution on Faculty Promotion Policies for Administrative and Professional Faculty. The policy alternatives that administrative and professional faculty who have the initial and nominal faculty rank of lecturer and a functional title appropriate to their position may be assigned a standard faculty rank of assistant, associate, or full professor if their assignment is related to the instructional mission of their academic department. These faculty may be considered for promotion in rank by submitting their credentials through the usual departmental promotion process for collegiate faculty. The resolution states that "the assignment of, or change in, a standard faculty rank carries no aspect of tenure."

5. Second Reading, Commission on Faculty Affairs 93-94A, Faculty Senate's Ethics Committee.

Dr. Larry Shumsky summarized the resolution, explaining that the Committee on Faculty Ethics, upon reviewing a faculty ethics violation charge, will document the process used, its findings, and its reasoning when formulating a written recommendation. After a brief discussion, the motion passed.

6. Second Reading, Commission on Research 93-94A, Ownership and Control of Research Results.

Dr. Olin summarized the resolution, explaining that it deals with ownership and control of research results at Virginia Tech. The resolution clarifies that the university may assert its rights to the

ownership of research results that are wholly, or partly, funded with university resources. Dr. Olin explained that this policy will be listed in the Faculty Handbook, Graduate Student Policy and Procedure Manual, Research Faculty Handbook, Information System on the Mainframe, and Classified Staff Handbook. After a brief discussion, the motion passed.

7. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Faculty Affairs, October 22, November 5, and November 19, 1993.

b. Approval of the minutes of the Commission on Graduate Studies and Policies, September 15, November 5 and November 17, 1993.

c. Approval of the minutes of the Commission on Research, October 27, 1993.

Dr. Robert Olin stated that the Commission on Research is concerned about undergraduate students' perception of research at Virginia Tech and is attempting to identify and quantify perceptions.

d. Approval of the minutes of the Commission on Student Affairs, November 4, November 18, and December 2, 1993.

8. For Information

Minutes from the Advisory Council on Strategic Budgeting and Planning, September 29, October 22, November 5, November 17, and December 2, 1993.

9. Announcements

Dr. Torgersen reminded University Council that the next meeting is February 21, 1994 at 3:00 p.m. in the Brush Mountain Room, and that the March 7, 1994 meeting will be canceled due to Spring Break.

Dr. Torgersen also reported that he is spending considerable time becoming oriented to various segments of the university, and is working closely with Executive Vice President Minnis Ridenour, and Director of Governmental Relations and Special Activities Ralph Byers, in representing Virginia Tech's interests to the General Assembly in Richmond. He noted that the mood in Richmond is supportive of higher education in general, and supportive of Virginia Tech in particular. He is optimistic that a number of budget amendments, submitted on our behalf, will receive support, but noted that projected revenue remains uncertain. He remarked on the university's many friends in Richmond including our own Dr. Beverly Sgro, Secretary of Education, and our alum the Honorable Tom Moss, the Speaker of the House, among others. Dr. Torgersen, Mr. Ridenour, and several Council members briefly discussed the State Council of Higher Education's support for a salary increase amendment.

Dr. Torgersen called attention to a Senate resolution, with House of Delegates concurring, that mandates a significant study of higher education in which the Commission on the Future of Higher Education would be established "to undertake a comprehensive review of all policies and regulations affecting higher education. The review shall include, among other things, system-wide and institutional policies; unnecessary

duplication of academic programs; incentive mechanisms to promote greater efficiency, effectiveness, and academic productivity; accountability for student learning; institutional personnel practices related to faculty productivity, evaluation, and rewards, including promotion and tenure; general state policies and regulations that may inhibit state-supported colleges and universities from discharging their missions; the relationship between state-supported colleges and universities and their affiliated foundations; and the roles of public, independent, nonprofit, and for profit institutions in providing post secondary education to the citizens of Virginia." This study is to be completed in 1 1/2 years and the cost is not to exceed \$12,000, which will be used mainly for travel. Dr. Torgersen suspects that this Senate resolution will be enacted.

The meeting adjourned at 3:50 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/bjl

Dr. E. Fred Carlisle called the meeting to order at 3:05 p.m.

Present: C. Nickerson, F. Carlisle, M. Ridenour, E. Stout (for L. Peters), B. Braun (for C. Steger), C. Eggleston (for E. Blythe), L. Swiger, P. Edwards, G. Crofts (for B. Bates), R. Sorensen, L. Harris (for W. Worner), E. Henneke, P. Meszaros, L. Richardson (for J. Eustis), C. Stott, L. Shumsky, R. Mitchiner, J. McKenna, E. Brown, J. Armstrong, G. Holtzman, J. Ficenecc, D. De Wolf, E. Kornegay, P. Miller, N. Dodl, W. Knocke, D. Smith, V. Fu, L. Richardson, K. Martin, C. Pinder, B. Misra, S. Wheeler, C. Mitchell, T. Schell, B. Rowland, F. Homan.

Guests: P. Hyer, Provost Office; L. Moore, Governance Committee; A. Bickford, CT; M. Hoch, student.

Opening Remarks: Dr. E. F. Carlisle explained that he would be chairing University Council today in Dr. Torgersen's absence.

1. Adoption of Agenda

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

2. Approval of Council Minutes of February 7, 1994

A motion was made and seconded to approve the minutes from the meeting of February 7, 1994 1993 as submitted. The motion passed.

3. Second Reading, Commission on Faculty Affairs
Resolution 93-94B, Policy on Classroom Attendance.

Dr. Larry Shumsky presented an updated version of Faculty Affairs Resolution 93-94B, Policy on Classroom Attendance. He noted that the second paragraph in Section 3.6.2 Class Attendance had been reworded to make clear that when faculty cannot meet a class, they are responsible to follow departmental procedures so that appropriate measures can be provided for the missed classes.

Dr. Carlisle called for discussion of this resolution. Carl Mitchell, vice president of the Graduate Student Assembly (GSA), announced that the GSA opposes any type of legislation that would establish a classroom attendance policy. However, the GSA understands that a great deal of work went into creating this policy, and that it is not the intent of the policy to affect graduate students, whose high attendance rate is well recognized. Mr. Mitchell next made a motion (on behalf of the GSA) to amend resolution 93-94B to read "The Policy on Undergraduate Classroom Attendance." The proposed amendment would, he believed, alleviate any question as to the resolution's effect on graduate students at Virginia Tech. After some discussion from several members of Council regarding the original intent of the attendance policy, Dr. Carlisle reviewed the intent and wording of Mitchell's amendment, and called for a vote on the amendment to the resolution. The amendment failed with vote of 14 in favor of excluding graduate students and 19 opposed to excluding graduate students.

Dr. Carlisle then resumed discussion of the resolution as it was originally presented. Tim Schell, president of the Graduate Student Assembly, spoke of GSA's concern that sufficient mechanisms already exist to compel attendance without this resolution. Mr. Schell expressed the GSA's concern that passage of the resolution will reduce students to high school rather than college-level expectations and duties. He objected to attendance being required rather than encouraged. Following Dr. Carlisle's call for a vote by show of hands, the resolution passed.

4. Second Reading, Commission on Faculty Affairs
Resolution 93-94C, Faculty Rank and Promotion Policies
for Administrative and Professional Faculty.

Dr. Pat Hyer presented the resolution on Faculty Rank and Promotion Policies for Administrative and Professional Faculty. Dr. Hyer wanted to clarify a question that had been raised at the last meeting: would standard promotion bonuses be applicable to promotions in rank for A/P Faculty. Dr. Hyer responded that the initial assignment of a faculty rank would not lead to promotion bonuses but if, in fact, the faculty member did go through the collegiate promotion process, standard promotion bonus would be assigned. After a brief discussion, the motion passed.

5. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Graduate Studies and Policies, January 19, 1994.

b. Approval of the minutes of the Commission on Student Affairs, January 20, 1994.

c. Approval of the minutes of the Commission on Undergraduate Studies, November 8, 1993.

d. Approval of the minutes of the Commission on University Support, November 2 and December 7, 1993.

6. Announcements

Dr. Carlisle informed members of University Council that there will be no meeting on March 7, 1994 due to Spring Break; the next meeting is March 21, 1994 at 3:00 p.m. in the Brush Mountain Room.

7. Question and Answer

Dr. Carlisle asked Mr. Minnis Ridenour, Executive Vice President, to bring University Council up to date on the legislative actions in Richmond. Mr. Ridenour stated that both Senate and House took action on appropriations requests on February 20, 1994. The House Appropriations Committee and Senate Finance Committee voted on their respective recommendations and those recommendations will be going to the House and Senate this week for consideration of their salary recommendations, decentralization possibilities, and the required restructuring plan due in September. He noted the general praise Virginia Tech has received in Richmond for our Phase II program.

(PLEASE NOTE: Details of Mr. Ridenour's comments have been reported in Spectrum prior to distribution of these minutes.)

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/bjl

University Council Minutes, March 21, 1994
(Corrected and approved on April 4, 1994)

Dr. Paul E. Torgersen called the meeting to order at 3:05 p.m.

Present: P. Torgersen, C. Nickerson, F. Carlisle, A. Spencer (for M. Ridenour), L. Peters, B. Braun (for C. Steger), R. Smoot, L. Cross (for T. Goodale), P. Liverpool, L. Swiger, P. Edwards, B. Bates, R. Sorensen, L. Harris (for W. Worner), J. Osborne (for E. Henneke), G. Brown, P. Meszaros, J. Eustis, M. O'Neill, C. Stott, B. Sumichrast (for L. Shumsky), R. Mitchiner, J. McKenna, E. Brown, J. Ficenec, D. De Wolf, G. Brown, W. Greenberg, E. Kornegay, N. Castagnoli, K. Kubin, N. Dodl, W. Knocke, D. Smith, V. Fu, L. Richardson, J. Cooper (for D. Irby), S. Wheeler, B. Rowland, R. Stephenson.

Guests: P. Hyer, Provost Office; L. Moore, Governance Committee; B. Harper, Governance Committee, P. Weaver, Department, HTM; and L. McMahon, Spectrum.

Opening Remarks:

Dr. Torgersen opened the University Council meeting by noting the concerns and disappointments around the State regarding Virginia Tech not being invited to participate in the Big East Conference, and indicated he would address the issue in more detail at the close of the meeting.

1. Adoption of Agenda

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

2. Approval of Council Minutes of February 21, 1994

A motion was made and seconded to approve the minutes from the meeting of February 21, 1994 as submitted. The motion passed.

3. First Reading, University Council Resolution 1, Proposing that Membership Lists be Moved from the Body of the Constitution to the By-Laws.

Dr. Pat Hyer explained that Resolutions 1, 2, 3 are amendments to the University Council Constitution on behalf of the Governance Task Force. This task force was appointed by President McComas in the summer of 1993, with Dr. Larry Moore as chair. The members include: Dr. Leon Geyer, past president of the Faculty Senate; Dr. David deWolf, president of the Faculty Senate; Dr. Pat Hyer, Provost's Office; Ms. Bobbi Lowe, executive secretary in the President's Office; Dr. Larry Shumsky, vice president of Faculty Senate and chair of the Commission on Faculty Affairs; Ms. Carole Nickerson, executive assistant to the President; Mr. Charlie Stott, chair of the Commission on Staff Affairs and Vice President of the Staff Senate; and Mr. Bruce Harper, of Records Management. The task force has been charged with revising the By-Laws, amending the Constitution wherever necessary, and developing any necessary recommendations to enhance the governance system.

Dr. Hyer pointed out that Council has already seen some of the task force's work in the 1992-93 proposal that abolished the

Advisory Council on Human Rights and Social Responsibilities.

Dr. Hyer presented University Council Resolution 1, Proposing that Membership Lists be Moved from the Body of the Constitution to the By-Laws, designed to remove commission membership lists only from the body of the Constitution and place them in the By-Laws. Since titles of officers and the applicability of who ought to serve on commissions change frequently, such a change would make it simpler to update the Constitution without having to go through the current cumbersome and lengthy process. Dr. Hyer noted that University Council membership will remain in the Constitution as before.

4. First Reading, University Council Resolution 2, Proposing a Change to Article VII of the University Council Constitution.

Dr. Pat Hyer presented University Council Resolution 2, Proposing a Change to Article VII of the University Council Constitution. Dr. Hyer pointed out that this resolution relates to the election of commission chairs and vice chairs. The resolution suggests that the vice chair election be held no later than the end of October so that the vice chair can serve as needed during the current year as well as prepare for succession in the upcoming year.

Mr. Charles Stott raised a question about the chairmanship (and vice-chairmanship) of the Commission on Faculty Affairs and the Commission on Classified Staff Affairs. In both cases, the chairman is not elected but assumes an ex officio (or pre-determined) role. Therefore, a vice-chairman would not become an automatic successor. Mr. Stott wonders if this needs to be specifically clarified in the resolution. Dr. Hyer indicated that the task force will rewrite this section of the resolution for clarity on this point and present it for second reading at the next meeting.

5. First Reading, University Council Resolution 3, Proposed Changes to Article IX, Section 2, of the University Council Constitution.

Dr. Pat Hyer presented University Council Resolution 3, Proposed Changes to Article IX, Section 2, of the University Council Constitution. This resolution deals with committee membership. There is currently a narrow and rigid interpretation of the selection procedure for committee members and chairs. This resolution offers a more flexible interpretation on the selection process. The resolution allows each commission to design its own committees' membership and selection process. Each committee structure will then be documented in the By-Laws and be subject to subsequent changes.

Dr. Reginald Mitchiner suggested that the wording in the new resolution might be changed to allow even more flexibility to the commissions regarding their committees. Dr. Hyer indicated that the task force would study this suggestion and rewrite that portion of the resolution accordingly. The changes will be presented for second reading at the next meeting of Council.

6. First Reading, Commission on Graduate Studies and Policies Resolution 93-94A, 4000 and 5000 Level Courses.

Dr. Reginald Mitchiner presented the Commission on Graduate

Studies and Policies Resolution 93-94A, 4000 and 5000 Level Courses. The motivation for this resolution stemmed from the Program Criteria Committee's evaluation that the University needs to strengthen the division between 4000-5000 level courses. The resolution is offered to solve a dilemma faced by many parts of the university with respect to 4000-5000 level courses and a need to offer these courses to students at both the undergraduate and graduate level. The current policy proves to be cumbersome. This resolution provides that undergraduate students may enroll in 5000 level courses in their program/department with permission from the department head and the instructor of the course, NOT pursuant to approval from the Graduate School. Students outside of their program will still require approval from the Graduate School.

A lengthy discussion was continued to the April 4 meeting, when Dr. Mitchiner will present this resolution for second reading and vote.

7. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Faculty Affairs, January 21, 1994.

b. Approval of the minutes of the Commission on Graduate Studies and Policies, February 2, 1994.

Dr. Mitchiner pointed out that a portion of these minutes addresses the approval of the Ph.D. program in Hospitality and Tourism Management. Dr. Pamela Weaver was on hand to answer any questions regarding this Ph.D. program.

c. Approval of the minutes of the Commission on Research, January 26, 1994.

d. Approval of the minutes of the Commission on Student Affairs, February 3, 1994.

e. Approval of the minutes of the Commission on Undergraduate Studies, January 24 and February 14, 1993.

8. For Information

a. Minutes of the Advisory Council on Strategic Budgeting and Planning, January 11, January 19, and January 28, 1994.

9. Announcements

Dr. Torgersen announced that the next meeting will be April 4, 1994, 3:00-5:00 p.m., in the Brush Mountain Room of Squires. He alerted Council members that it is very important for everyone to attend that meeting, or send a designated representative, in order to comply with the Constitution's requirement of a 2/3 majority (of Council members) vote on a change in the Constitution.

Dr. Torgersen introduced Ms. Carole Nickerson who spoke to University Council about electronic support for the governance system and for University Council. She explained that the logistical and budgetary support for University Council is being reviewed as the university moves increasingly towards paperless processing. Council is heavily dependent on paper production at this time and a sub-committee of the Governance Task Force has been assigned to explore, plan, and

subsequently develop an appropriate mechanism for electronic distribution, approvals, and communication. The sub-committee consisting of Dr. Larry Moore, Ms. Carole Nickerson, Mr. Bruce Harper, and Ms. Bobbi Lowe, will study a mechanism for the distribution of Council minutes on a limited list serve with electronic approval. The sub-committee envisions all governance documents eventually being transmitted and processed electronically. As plans move forward, training and workshops will be provided so participants can work comfortably with council business. The subcommittee will meet throughout the spring and summer, and your comments, questions, and feedback are welcomed. Please communicate with Larry Moore on LARRYDM or Carole Nickerson on NICKERS.

Dr. Torgersen briefed University Council on the letters and phone calls he has received concerning the Big East Conference, and explained that our not being invited to participate had caused a good deal of concern and confusion amongst our alumni and supporters. He noted that we do not bring to the table a focused television market -- an important factor in conference deliberations. We have many alumni but not a large urban market of non-alumni that follow our basketball program. It is simply an issue of economics and we will run into more of this in the future. Meantime, to be rejected is painful.

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

/bjl

Dr. Paul E. Torgersen called the meeting to order at 3:05 p.m.

Present: P. Torgersen, C. Nickerson, F. Carlisle, M. Ridenour, L. Peters, C. Steger, R. Smoot, T. Goodale, J. Lilly (for E. Blythe), G. Russell, L. Swiger, P. Knox (for P. Edwards), B. Paterson (for B. Bates), R. Johnson (for R. Sorensen), W. Worner, E. Henneke, P. Meszaros, J. Eustis, P. Eyre, E. Holford, M. O'Neill, C. Stott, B. Williams (for L. Shumsky), R. Mitchiner, J. Robinson, R. Olin, J. McKenna, E. Brown, G. Holtzman, J. Ficenech, D. De Wolf, G. Brown, W. Greenberg, E. Kornegay, N. Castagnoli, P. Miller, K. Kubin, E. Holford (for N. Dodl), W. Knocke, D. Smith, M. Sporakowski (for V. Fu), L. Richardson, K. Martin, C. Pinder, B. Misra, S. Wheeler, C. Mitchell, T. Schell, B. Rowland, F. Homan, R. Stephenson, and J. Perkins.

Guests: P. Hyer, Provost Office; L. Moore, Governance Committee; L. McMahon; Spectrum; T. Settle, Division of Continuing Education; K. Leclaire, SGA; L. Aleutz, Student Budget Board; S. Ginther, SGA, J. Perrelli, SGA, B. Sayre, and S. Tubbs, Tech Independent..

1. Adoption of Agenda

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

2. Approval of Council Minutes of March 21, 1994

A motion was made and seconded to approve the minutes from the meeting of March 21, 1994 with corrections. The motion passed.

3. First Reading, Commission on Faculty Affairs Resolution CFA 93-94E, Revision of the Process for University-Level Review of Proposals for Reduction in Force Associated with Discontinuance or Reorganization of Programs.

Dr. Bill Williams presented Commission on Faculty Affairs Resolution CFA 93-94E, Revision of the Process for University-Level Review of Proposals for Reduction in Force Associated with Discontinuance or Reorganization of Programs. Dr. Williams explained that this resolution will replace a portion of the existing policy on "Reduction in Force" which was written and adopted before the Advisory Council on Strategic Budgeting and Planning came into existence. The new resolution clearly defines a method whereby the President consults with the unit in question, requests a mutually acceptable proposal, and presents it to the Advisory Council on Strategic Budgeting and Planning. Finally, the Advisory Council will forward the proposal with its own recommendations to the University Council for action. Once University Council has acted upon the Advisory Council's recommendations, the President will form an ad hoc committee for the purposes of ensuring the rights, privileges, and interests of affected faculty.

Concern was expressed among Council members regarding a change in the prescribed membership of the Advisory Council on Strategic Budgeting and Planning. Dr. Williams assured Council that this augmentation would exist only for the

expressed purpose of dealing with a reduction in force situation. The augmented membership would not be in effect for matters that this Council normally deals with. Dr. Williams responded to questions regarding commission representation on the augmented council by pointing out that the commissions would be chosen according to their involvement in the reduction in force; relevancy might vary from time to time depending on the situation. In most cases, the Commission on Faculty Affairs, Commission on Staff Affairs, Commission on Graduate Studies and Policies, and the Commission on Undergraduate Studies and Policies would be included.

Further discussion will continue on April 18 when Dr. Larry Shumsky presents the resolution for second reading and vote.

4. First Reading, Commission on Public Service and Extension Resolution 1993-941, University Policy on Continuing Education.

Dr. Jerald Robinson presented Commission on Public Service and Extension Resolution 1993-941, University Policy on Continuing Education. Dr. Robinson explained that the new resolution would replace the university's continuing education policy which was implemented in 1984. Dr. Robinson pointed out that a new director of Continuing Education arrived in 1992 and at that time an initiative was begun to update the policy and make it administratively and governmentally correct. Dr. Robinson explained that the new resolution was a result of collaborative efforts from college representatives, the Commission on Faculty Affairs, the university attorney, the Provost's Office, and the Virginia Cooperative Extension Service.

Further discussion will occur at the upcoming meeting when Dr. Robinson presents the resolution for second reading and vote.

5. First Reading, Commission on Student Affairs Resolution 93-94A, Location of Registered Student Organization (RSO) Accounts.

Dr. Jim McKenna presented Commission on Student Affairs Resolution 93-94A, Location of Registered Student Organization (RSO) Accounts. Dr. McKenna explained that this resolution, initiated from graduate and undergraduate associations, asked that not all of the money generated by the students themselves in their own money-raising activities be kept in their own account but that money that comes to them from student activity monies be maintained within the university account.

A question was raised on how students were polled (or surveyed) regarding this issue. A representative of the SGA Finance Committee explained the polling process and the subsequent majority vote.

At this point, Dr. McKenna asked for a deferral of first reading since the academic year is about to end and the students would like to see this issue resolved before they depart.

Dr. Ray Smoot suggested that we not defer first reading so that further discussion could occur regarding procurement and liability implications as well as observance of the Virginia Procurement Act. Therefore, further discussion will be held at the upcoming meeting when Dr. McKenna presents second reading and vote.

6. Second Reading, University Council Resolution 1, Proposing that Membership Lists be Moved from the Body of the Constitution to the By-Laws.

Dr. Pat Hyer presented University Council Resolution 1, Proposing that Membership Lists be Moved from the Body of the Constitution to the By-Laws for second reading and vote. Dr. Hyer gave a brief overview of the resolution.

The Student Government Association brought forward an amendment stating that proportions of administration, faculty, staff, graduate and undergraduate students be secured in the constitution so that even if the commission/committee structures change, the proportions of representation could not change without an amendment to the constitution. Dr. Hyer explained that there are existing passages in the constitution which guarantee student representation but that proportions of representation might change as colleges reorganize. The SGA amendment failed.

After further discussion, a majority affirmative vote of actual Council membership was achieved and the resolution passed.

7. Second Reading, University Council Resolution 2, Proposing a Change to Article VII of the University Council Constitution. Amendment to the resolution: The Commissions on Faculty and Staff Affairs may elect a vice chair if desired; however, the chair positions will be held by the vice presidents of the respective Senates.

Dr. Pat Hyer presented University Council Resolution 2, Proposing a Change to Article VII of the University Council Constitution for second reading. Dr. Hyer explained that this resolution provides early election of a commission vice chair so that continuity of leadership can be assured. The vice chair will serve as needed during the year, assuming the role of chair in the following year. A majority affirmative vote of actual Council membership was achieved and the resolution passed.

8. Second Reading, University Council Resolution 3, Proposed Changes to Article IX, Section 2, of the University Council Constitution. Amendment to the resolution: The standing committee chair shall be from among the committee members. The chair shall be appointed by the President, recommended by the host commission with appointment by the President, or elected by the committee, as specified in the By-Laws.

Dr. Pat Hyer presented University Council Resolution 3, Proposed Changes to Article IX, Section 2, of the University Council Constitution for second reading. Dr. Hyer explained that this resolution provides a more flexible method of appointing committee membership for standing university committees. Commissions will identify who the members will be, how they will be selected, and how their chairpersons will be elected. The commissions will present their committee structures to University Council in the fall of 1994-95 for a vote, and at that time they will become part of the University Council By-Laws.

The Student Graduate Assembly strongly suggests that undergraduate representation continue to be an election process of the SGA and not open to the commissions' determination as to student representation. After further

discussion, a majority affirmative vote of actual Council membership was achieved and the resolution passed.

9. Second Reading, Commission on Graduate Studies and Policies Resolution 93-94A, 4000 and 5000 Level Courses. After a brief discussion, the motion passed.

Dr. Reginald Mitchiner presented Commission on Graduate Studies and Policies Resolution 93-94A, 4000 and 5000 Level Courses for second reading. Dr. Mitchiner explained that this resolution replaces the current method for undergraduate enrollment in 5000-level courses. The new process allows undergraduate students to enroll as dual enrollees and also permits them to enroll in 5000-level courses within their department, with permission from the course instructor, and with the approval of their department head. They will no longer need permission from the dean of the Graduate School.

After two failed amendments and extensive debate, a majority vote was obtained and the resolution passed.

10. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Public Service and Extension, September 14, 1993, November 9, 1993, December 14, 1993, and February 8, 1994.

b. Approval of the minutes of the Commission on University Support, February 1, 1994.

11. For Information

a. Minutes of the Advisory Council on Strategic Budgeting and Planning, February 16, 1994.

12. Announcements

Mr. Jake Perkins, Student Government Senator, introduced the newly elected officers: President-elect, Mr. Seth Ginther; and Vice-president elect, Mr. Jon Perrelli. Mr. Carl Mitchell, vice president of the Graduate Student Assembly, introduced Mr. Brian Sayre, Vice-president elect. Council welcomed these new members.

13. Question/Answer Forum

A suggestion was made to Dr. Torgersen regarding the university adopting a policy on alcohol abuse. It seems there is a perception that Virginia Tech has compromised on this issue in the past, and that a statement regarding alcohol abuse might be timely. Dr. Torgersen thanked Council for this suggestion and said he would take it under advisement.

Dr. Torgersen thanked everyone for the extraordinarily large turnout.

The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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University Council Minutes
April 18, 1994

Dr. E. Fred Carlisle called the meeting to order at 3:05 p.m.

Present: F. Carlisle, M. Johnson (for L. Peters), C. Steger, D. Shelton (for R. Smoot), T. Goodale, G. Russell, D. Hanna (for P. Liverpool), L. Swiger, B. Bates, R. Sorensen, W. Worner, H. Griffin (for E. Henneke), P. Meszaros, J. Eustis, E. Holford, M. O'Neill, L. Shumsky, J. Robinson, R. Olin, J. McKenna, E. Brown, J. Ficenec, D. De Wolf, P. Miller, K. Kubin, N. Dodl, D. Smith, L. Richardson, K. Martin, J. Davis (for D. Irby), S. Wheeler, C. Mitchell, B. Sayre (for T. Schell), and B. Rowland.

Guests: P. Hyer, Provost Office.

1. Adoption of Agenda

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

2. Approval of Council Minutes of April 4, 1994

A motion was made and seconded to approve the minutes from the meeting of April 4, 1994. The motion passed.

3. First Reading, Commission on Graduate Studies and Policies Resolution 93-94C, Course Modifications Review and Approval by the College Curriculum Committee.

Dr. Bud Brown, substituting for Dr. Reginald Mitchiner, presented Commission on Graduate Studies 93-94C, Course Modifications Review and Approval by the College Curriculum Committee. Dr. Brown explained that this resolution is designed to accelerate and streamline procedures for adopting new courses and revising old courses. Any course modification not requiring a change in the title, catalog description, prerequisites, credits, course status, or graduate credit standing can be reviewed and approved by the College Curriculum committees under this proposal. Consequently, it will be unnecessary for the commissions to become involved.

Dr. Larry Shumsky expressed concern about the language (and intent) of the new resolution where it indicates that a course modification changing the entire structure of the course can be made and that as long as that change does not affect the currently published titles, catalog description, prerequisites, credits, core curriculum status, or graduate credit standing, the College Curriculum committee could approve it without approval from any other source.

Further discussion will occur at the upcoming meeting when Dr. Reginald Mitchiner presents the resolution for second reading and vote.

4. Second Reading, Commission on Faculty Affairs Resolution CFA 93-94E, Revision of the Process for University-Level Review of Proposals for Reduction in Force Associated with Discontinuance or Reorganization

of Programs.

Dr. Larry Shumsky presented the Commission on Faculty Affairs Resolution CFA 93-94E, Revision of the Process for University-Level Review of Proposals for Reduction in Force Associated with Discontinuance or Reorganization of Programs for second reading.

Discussion ensued regarding mechanisms for the President's submission of a proposal outlining anticipated program changes, the rationale for undertaking them, and the effects of the suggested changes on all faculty assigned to the program(s) in question. Questions were also raised concerning the Board of Visitors' potential role in a 'reduction in force' situation.

Dr. Larry Shumsky asked for clarification of the recent newspaper article concerning the College of Education. Dr. Wayne Worner, interim dean, stated that the media had captured the tone of the meeting fairly accurately but not the specifics. Dr. Worner went on to explain the current plan for redesigning the College of Education and the impact this plan will have on faculty and staff.

The resolution passed.

5. Second Reading, Commission on Public Service and Extension Resolution 1993-941, University Policy on Continuing Education.

Dr. Jerald Robinson presented the Commission on Public Service and Extension Resolution 1993-941, University Policy on Continuing Education for second reading. The resolution passed.

6. Second Reading, Commission on Student Affairs Resolution 93-94A, Location of Registered Student Organization (RSO) Accounts.

Dr. Jim McKenna presented the Commission on Student Affairs Resolution 93-94A, Location of Registered Student Organization (RSO) Accounts for second reading. Dr. McKenna presented a brief history of this resolution by explaining that this resolution is a result of a student-initiated request to solve an accountability problem. He explained that the graduate and undergraduate student associations were suggesting that funds attached to the Student Budget Board allocation be kept within the university system but that separate accounts be maintained for money raised by individual student organizations.

Mr. Dwight Shelton represented Dr. Ray Smoot's concern on this issue. At the preceding Council meeting, Dr. Smoot had requested that the issue be carried over in order to study concerns relating to liability issues and adherence to the Virginia Public Procurement Act might be studied. Mr. Shelton explained that under the scrutiny of the Legal Counsel Office and the Controller's Office, and with a slight revision to the wording, the resolution is acceptable as it stands.

After revising the wording, a vote was taken and the resolution passed.

Mr. Carl Mitchell, vice president of Graduate Student Assembly, expressed his appreciation of Council's support on a positive

student initiative.

7. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Administrative and Professional Faculty Affairs, February 23, 1994. Ms. Marty O'Neill, chairperson of CAPFA, presented a brief history of the newly constructed commission. Ms. O'Neill noted that CAPFA represents general administration, student affairs, academic affairs, academic support, and extension, and she explained that this is the first time that administrative and professional faculty have been represented as a body in the University governance. Ms. O'Neill specifically thanked Dr. Richard Sorensen, Dr. Pat Hyer, and Ms. Ann Spencer for their implementation efforts.

b. Approval of the minutes of the Commission on Faculty Affairs, March 18, 1994.

c. Approval of the minutes of the Commission on Research, February 23, 1994.

d. Approval of the minutes of the Commission on Undergraduate Studies, February 28, 1994.

8. For Information

a. Minutes of the Advisory Council on Strategic Budgeting and Planning, February 23, 1994.

9. Announcements

Dr. Carlisle announced the final meeting of this academic year on May 2, 1994, Brush Mountain Room, Squires Student Center, 3:00-5:00 p.m.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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University Council
May 2, 1994

Dr. Paul E. Torgersen called the meeting to order at 3:05 p.m.

Present: P. Torgersen, C. Nickerson, A. Spencer (for M. Ridenour), M. Johnson (for L. Peters), B. Braun (for C. Steger), R. Smoot, T. Goodale, B. Bates, R. Sorensen, L. Harris (for W. Worner), J. Eustis, E. Holford, M. O'Neill, C. Stott, L. Shumsky, R. Mitchiner, R. Olin, J. McKenna, G. Holtzman, J. Ficenec, D. De Wolf, R. Olin, W. Greenberg, E. Kornegay, N. Castagnoli, D. Smith, L. Richardson, K. Martin, S. Wheeler, C. Mitchell, and B. Rowland.

Guests: D. Fitch, SGA; A. Cardenas, SGA; C. Soong, SGA; S. Cowan, SGA, S. Ginther, SGA.

1. Adoption of Agenda

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

2. Approval of Council Minutes of April 18, 1994

A motion was made and seconded to approve the minutes from the meeting of April 18, 1994. The motion passed.

3. First Reading, Commission on Graduate Studies and Policies Resolution 93-94B, Revision on Late-Drop Policy within the Graduate School.

Dr. Reginald Mitchiner presented Commission on Graduate Studies and Policies Resolution 93-94B, Revision on Late-Drop Policy within the Graduate School for first reading. Dr. Mitchiner explained that this resolution is designed to revise the already existing late-drop policy for graduate students only. Dr. Mitchiner presented a brief history of this resolution, explaining that the Commission, along with many others in the campus community, felt that the present policy needed further refinement so that graduate students and faculty could better understand those conditions under which the Graduate School could look favorably upon a request to drop a course without a grade penalty. He described the following specific circumstances that would allow the Graduate Dean or the Dean's designee to late drop a class: 1) a change in the plan of study resulting in the advisor, or department/division head, judging that the course is no longer appropriate; 2) number of class sessions missed due to severe illness or injury (documented by Health Services/or a family physician); 3) student called home because of life threatening illness in immediate family (supported by written documentation); 4) incorrect registration for semester due to a verifiable error; 5) other extenuating circumstances as deemed appropriate by the Graduate Dean.

Dr. David deWolf expressed concern regarding the language in the first paragraph of the resolution. He felt that the current wording suggested that the Graduate Dean could drop a class but that the real intent of the resolution is that the graduate dean could extend the drop deadline. He also felt that the sentence (#1) referring to the student's plan of study also needed rewording to indicate that a late drop could occur when

a student's plan of study had been changed because the course was no longer appropriate according to the judgment of the advisor or department division head. At this point, Dr. deWolf extended a written friendly amendment to Dr. Mitchiner to take into advisement. Further discussion will occur at the September 19, 1994 meeting when Dr. Mitchiner presents the resolution for second reading and vote.

4. Second Reading, Commission on Graduate Studies and Policies Resolution 93-94C, Course Modifications Review and Approval by the College Curriculum Committee.

Dr. Mitchiner presented Commission on Graduate Studies and Policies Resolution 93-94C, Course Modifications Review and Approval by the College Curriculum Committee for second reading and vote. Dr. Mitchiner explained that this resolution relates to course revisions, and whether or not they can be performed by the college curriculum committees or if they need to be routed through the existing process and before the appropriate commissions. Dr. Mitchiner explained that the commissions and the University community as a whole feel that the catalog description is the critical issue relating to courses, titles, prerequisites, and the like since the catalog is the document that is referred to in applying to a university and selecting courses.

The resolution passed.

5. In successive motions, and after brief discussions, Council approved the minutes of the following meetings.

a. Approval of the minutes of the Commission on Faculty Affairs, April 1, 1994.

b. Approval of the minutes of the Commission on Graduate Studies and Policies, March 2 and April 6, 1994.

Dr. Reginald Mitchiner called special attention to the April 6 minutes which discussed the dual-degree program in Civil Engineering and Forest Products. This program represents a new concept for this campus in that it is the first such program between two departments and the first organization of a dual-degree program, and will probably serve to be a model for any such future programs.

c. Approval of the minutes of the Commission on Student Affairs, February 17 and March 17, 1994.

Mr. Carl Mitchell, GSA representative, expressed his feelings about the summer stipend program. He commended Dean Sorensen and the Commission on Student Affairs for bringing the expenditure of these monies into accountability.

d. Approval of the minutes of the Commission on Undergraduate Studies, March 28, 1994.

6. For Information

7. Announcements

Dr. Torgersen addressed the search for a new Provost resulting from Dr. Carlisle's request to join the English Department. He expressed his disappointment at Dr. Carlisle's departure from his present position where he and Dr. Carlisle had worked well

together, and also expressed his gratitude for Dr. Carlisle's support. Dr. Torgersen pointed out that Dr. Carlisle has requested sabbatical leave beginning January 1, 1995. Since the Board of Visitors approved Dr. Carlisle's decision, it will be necessary to move expeditiously to appoint a replacement by January 1. Dr. Torgersen said he would like to begin placing advertisements throughout the summer months.

Dr. Torgersen noted that the Faculty Handbook speaks to a search committee being established largely, if not exclusively, from University Council. He hopes that we could begin the serious review of nominations, applications, and recommendations for the position very early in the fall semester. He explained how important it will be to make sure the Search Committee is comprised of a balance from the various constituencies that make up the very complex set of organizations that report to the Provost. He intends that not only the nine academic colleges be represented, but other units as well, but pointed out that we don't want too large of a committee either; it becomes unworkable.

Dr. Torgersen asked for comments and suggestions from Council members. Dr. Larry Shumsky expressed a strong feeling that the President should chair this Committee. He pointed out that this will probably be the most important appointment Dr. Torgersen will make in his tenure as President and that by chairing the committee, he could emphasize the importance of the search to the entire university. Dr. Torgersen replied that upon reviewing the history of the Search Committee during the last Provost search, he discovered that the dean of arts and sciences chaired the committee. Dr. Torgersen said his inclination is to do the same but that he would work closely with the Committee and stay in close touch with the Committee Chair.

Dr. Torgersen observed that the position of Provost is in many ways more important than the position of President in terms of University operations. He described the President's role as that of an ambassador and noted that the Provost is the person who is responsible for the University and its academic activities. He emphasized that it is critical that the search be done well. For this reason, Dr. Torgersen explained he was concerned that if he chaired the Committee himself, his fall travel schedule could prevent the committee from an early review. He also noted that he does not see any great need to redefine the Provost role or the reporting relationships within the Provost's sphere.

Discussion ensued regarding advertising methods, recruiting applicants, etc. Dr. Torgersen said that the Search Committee will "cast a broad net."

Ms. Carole Nickerson made an announcement on behalf of Dr. Larry Moore, chair of the Governance Task Force, regarding the procedure for the committees structure. She explained that Dr. Moore had hoped to have the process completed by now but in spite of his sturdy efforts, the task force will be undertaking the chore over the summer months. The task force will be rewriting the Bylaws to comply with the new resolution moving committee memberships to the Bylaws, and will be working on new committee structures and new membership appointments. If you have any questions regarding committees, their structure, and their membership, please feel free to call Dr. Larry Moore or send him a PROFS note.

Ms. Nickerson also informed Council members that during the

summer months, she and Bobbi Lowe will be scouting the campus for what we hope will be a more congenial space in which to hold these meetings, perhaps something with an amphitheater design. Dr. Torgersen and Dr. Sorensen discussed some of the possibilities in Pamplin Hall, such as Room 1045.

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Carole Nickerson
Executive Assistant to the President

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