

**COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
March 20, 2014
325 Burruss Hall**

MEMBERS

Members Present: Cynthia Bonner, Angela Hayes (for Betsy Flanagan), Mark Helms, Ed Lener, Maxine Lyons, Achla Marathe Warren Nooger, Pat Rodgers(for Scott Midkiff), John Seiler, Savita Sharma (for Dwight Shelton), Tom Tillar, Sherwood Wilson

Members Absent: Robert Broadwater, Karen Gehrt, Alan Grant (with notice), Kathy Hosig (with notice), Ken Smith (with notice), Tom Wortalik

Recorder: Vickie Chiocca

Guests: Jason Soileau, Allen Campbell

1. Approval of agenda

Ms. Lyons called the meeting to order at 2:04 p.m. Ms. Lyons asked for changes to the agenda and upon receiving none, assumed approval of the agenda as presented.

2. Approval of October 17, minutes

The minutes were approved electronically in advance of the meeting.

3. New Business

a. Election of Chair for 2015

The Chair requested nominations for the 2014-15 Chair for the Commission on University Support. Ms. Lyons agreed to serve, but would like to revisit the election in the fall with the new 2015 Commission membership. Dr. Wilson moved that the Commission appoint Ms. Lyons to serve another term. The motion was seconded by Ms. Marathe and approved unanimously.

b. Selection of 2015 Representative to the Transportation and Parking Committee

Ms. Lyons asked John Seiler to serve as the 2015 Commission representative to the Transportation and Parking Committee and noted that he is the only member eligible at present. Dr. Seiler agreed to serve with no objections made.

c. Presentation on the Hokie Swap System

Mr. Allen Campbell, Director of Finance Information Technology, gave an update on the new Hokie Swap system (hokieswap.vt.edu), a free service offered by surplus property that promotes the internal redistribution of university property (Attachment A). Mr. Campbell requested that the Commission members share notice of the new system with their departments and constituents, and highlighted several important points:

- Items acquired through Hokie Swap are subject to Fixed Asset management procedures and university purchasing policies.
- Hokie Swap is monitored by Procurement.

- Hokie Swap is intended for departmental use, but at the inquiry of Mr. Nooger, Ms. Sharma and Mr. Campbell will research whether student organizations may be eligible to use the system.

i. Addendum to March 20, 2014 Meeting minutes (*approved electronically 4/15/14*)

At the Commission's March 20, 2014 meeting, a question was asked if Student Organizations can use the HokieSwap system. Below is a response to the question from Savita Sharma.

Students can access the Hokie Swap system if the student is also an employee of the university. If the student is not an employee, their PID will not pass through security on the front end of the HokieSwap.

Can student organizations take custody of university property and equipment? University Charters Student Organizations (UCSOs) have authorized access to surplus property (and by association to the HokieSwap System). Items of equipment obtained by UCSOs are coordinated by the office of Student Centers and Activities. There are other categories of student organizations that either registered or loosely affiliated with the university that are not provided access to university equipment.

4. Reports from Committee Chairs/Representatives

Campus Development Committee

The Campus Development Committee met on January 30 and February 27, 2014. Main topics of discussion included the Marching Virginians Practice Facility, the Multi-Modal Transit Facility, and the Drillfield Drive Improvement Project.

Energy & Sustainability Committee

The Energy and Sustainability Committee met on January 27 and February 24, 2014. Main topics of focus have been the update of the Sustainability Plan and support of upcoming events, such as Recyclemania and Earth Week.

Transportation and Parking Committee

The Transportation and Parking Committee met on January 27 and February 17, 2014. Main topics of discussion have been parking availability for graduate students and a new reporting/organizational structure for the Parking Appeals Hearing Committee.

5. Acceptance of Committee Minutes

The following list of minutes were accepted unanimously:

Campus Development Committee

January 30, 2014

Energy & Sustainability Committee

January 27, 2014

Transportation and Parking Committee

January 27, 2014 and February 17, 2014

6. Next meeting date

April 17, 2014 - 325 Burruss Hall

7. Adjournment

There being no further business the meeting adjourned at 2:25 p.m.

Respectfully submitted,

Vickie Chiocca



HOKIESWAP



What is Hokieswap?

- A service that promotes the internal redistribution of university property
- It is a free service intended to promote cost savings and sustainability by providing a marketplace for the display of items available for transfer from one university department to another





Why do this?

- Improve resource utilization
- Save time and effort for Surplus Property
- Online visibility into some of Surplus Property Warehouse Inventory
- Give departments the ability to request items that are available that aren't being advertised



How does it work?

- Go to hokieswap.vt.edu
- Authenticate with your PID/Password
- Review the "VT Craigslist" with an interface that looks a little like Pinterest
- Establish postings for items to swap, request for items, or obtain contact information of others who have items of interest







Demonstration



VirginiaTech
Invent the Future



Questions?



VirginiaTech
Invent the Future