

**University Council Minutes**  
**February 20, 2012**  
**3:00 PM**  
**1045 Pamplin Hall**

**Present:** Charles Steger (presiding), Richard Benson, Jeb Stewart for Earving Blythe, Jill Sible for Lay Nam Chang, Jack Davis, Elizabeth Flanagan, Alan Grant, Karen Jones, William Lewis, Mark McNamee, Kim O'Rourke, Dwight Shelton, Richard Sorensen, Ed Spencer, Beth Tranter for Robert Walters, Tyler Walters, Sherwood Wilson, Paul Winistorfer, Daniel Wubah, Sandy Bass, Amy Hogan, Sarah Karpanty, Meghan Kuhn, Gary Long, Robin Panneton, Victoria Soghomonian, Sue Teel, James Tokuhisa, Randolph Wynne, Bryan Cloyd, Jim Kuypers, Joe Merola, Helene Renard, Yannis Stivachtis, Eric Vance, Eugene Brown, Dave Dugas, Marion Ehrich, Sam Riley, Debra Salbador, Leigh Williams, Eric Wiseman, Jen Mirabella, Stacey Poertner, Lauren Heming, Patrick Tomlin, Swetha Kumar, Shaimaa Abdallah for Shree Narayanan, Caroline Gimenez, Maxine Lyons, Michelle McLeese, Deborah Smith for Bruce Pencek

**Absent** Karen DePauw, John Dooley (absent with notice), Jennifer Hodgson, Sue Ott Rowlands, Tom Tillar, Susanna Rinehart, Mike Denbow (with notice), Dan Cook (with notice), Teresa Lyons, Allison Rubio, Dave Shuster (with notice), Amy Tunison, Justin Graves, Karen Poff (with notice), Patricia Smith, Tonya Smith-Jackson (with notice), Thomas Carl Long, Tyler Campbell, Corbin Dimeglio, Emily Schaefer, Adam Smith, Emily Wilkinson, Matt Banfield

**Guests:** Jack Finney, Natalie Hart, Kay Heidbreder, Pat Hyer, Hal Irvin, Frances Keene, Paul Knox, Curtis Mabry, Tony Miller, April Myers, Ellen Plummer, Elizabeth Struthers Malbon, Judy Taylor, R. L. Taylor

Dr. Steger called the meeting to order at 3:02 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 December 5, 2011**

Dr. Steger noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the Web (<http://www.governance.vt.edu>). (Note that the meeting scheduled for February 6, 2012, was cancelled.)

**3. New Business**

**Commission on Research**

Resolution COR 2011-12A

Revision of Policy 13010 – Individual Conflicts of Interest and Commitment

Ms. Beth Tranter presented the resolution for first reading. Ms. Tranter gave a PowerPoint presentation in order to help explain the revisions to Policy 13010 (see attachment A), which were necessitated mainly due to new federal regulations.

Dr. Steger questioned if an assessment has been made on the financial impact of the new set of regulations. Ms. Tranter indicated that there has been an assessment made in the Office of Research, but not at the college and department levels. There will be a need for two new full-time employees, one of which will be a Conflict of Interest Officer, and expenses for training. Dr. Pat Hyer stated that there will also be a need to move to an online process that will have to be developed because a paper format will not be manageable. The online format will also have additional costs. Dr. Wynne stated that this is a well-crafted document that is

protective of the university, protective of the faculty, and brings the university into compliance with federal mandates.

#### **Commission on Graduate Studies and Policies**

Resolution CGSP2011-1D

Revision of Graduate School Policy on Advisor Conflict of Interest

Dr. Victoria Soghomonian presented the resolution for first reading. Dr. Soghomonian indicated that the revision to the policy keeps the wording consistent with the Commonwealth of Virginia's definition of a family member and with what Virginia Tech wants to define as a family member. A question was raised as to whether or not the State of Virginia recognizes the term "partner." Ms. Heidbreder indicated that the state does not really recognize the term, but the term "partner" can be used in this instance for Virginia Tech's purposes.

#### **Commission on Student Affairs**

Resolution CSA 2011-12A

Changes in Membership of the Commission on Student Affairs

Mr. Sandy Bass presented the resolution for first reading. Mr. Bass gave a brief description of the membership changes. These changes will bring down the total membership from thirty-eight members to twenty-six members. Fewer members will allow more efficiency during meetings.

### **4. Old Business**

#### **Commission on Administrative and Professional Faculty Affairs**

Resolution CAPFA 2011-12A

Resolution to Approve Revisions to University Policy 4060

Ms. Amy Hogan presented the resolution for second reading and made a motion to approve. The motion was seconded. Ms. Hogan briefly described the revisions to the Policy 4060. Since the first reading, section 2.2 was changed to add "This policy is subject to the provisions of the Fair Credit Reporting Act (FCRA)."

A vote was taken, and the motion passed with one vote opposing the resolution.

#### **Commission on Faculty Affairs**

Resolution CFA 2011-12A

Initial Appointment for Extra-Collegiate Library and Extension Faculty on the Continued-Appointment Track

Dr. Sarah Karpanty presented the resolution for second reading and made a motion to approve. The motion was seconded. A vote was taken, and the motion passed.

#### **Commission on Undergraduate Studies and Policies**

Resolution CUSP 2011-12D

Resolution to Approve the Bachelor of Arts Degree in Religion and Culture

Dr. Robin Panneton presented the resolution for second reading and made a motion to approve. The motion was seconded. She noted that the proposal was vetted by SCHEV.

A vote was taken, and the motion passed.

### **5. Commission Chair Reports**

Dr. Steger asked the Commission chairs to present briefly their goals for the academic year.

1. Commission on Administrative and Professional Faculty Affairs – Ms. Amy Hogan, Chair
  - a. A/P Faculty Consulting policy – undertaking in conjunction with the Conflict of Interest and Consulting Taskforce
2. Commission on Equal Opportunity and Diversity – Ms. Meghan Kuhn, Chair
  - a. Diversity Progress Summit on April 4, 2012, where there will be an update to the university
3. Commission on Faculty Affairs – Dr. Sarah Karpanty, Chair
  - a. Discussion on how to, or not to, incorporate collegiality into the Promotion and Tenure process
  - b. Discussions on composition of Faculty Senate
  - c. Review potential updates to administrative policy 6105 – periodic review of deans
  - d. Continued discussion and focus on communication between faculty and Building Committee (under CUSP)
4. Commission on Graduate Studies and Policies – Dr. Victoria Soghomonian, Chair
  - a. Review and approval of new and extended graduate degrees, in light of the Institutional Plan for Graduate Degrees
  - b. Review and update the University's Conflict of Interest policy if and when it applies to graduate students
  - c. Refine the role of graduate education in the University's Strategic Plan
  - d. Establish a process for evaluating distance delivery of graduate coursework and degrees
  - e. Review and follow-up of request from the GSA regarding tuition for OPT/CPT for graduate students
5. Commission on Outreach and International Affairs – Dr. Gary Long, Chair
  - a. Strategic Planning
    - Recruitment of international students
    - Study abroad programs
  - b. Engagement Academy
    - Review of past Engagement Academy proposals
    - Facilitate interactions between academy members
  - c. PK-12 STEM and STEM-H: promoting the understanding of the Scholarship of Engagement at Virginia Tech
  - d. Academy of Outreach Excellence
    - Call on members to have a more active part in advising COIA on issues relating to outreach
6. Commission on Research – Dr. Randolph Wynne, Chair
  - a. Work with Commission on Faculty Affairs to find ways Research Faculty can be brought into university governance
7. Commission on Staff Policies and Affairs – Ms. Sue Teel, Chair
  - a. Gathering nominations for the new Staff Career Achievement Award
8. Commission on Student Affairs – Mr. Sandy Bass, Chair
  - a. Resolution to resolve CSA membership issues
  - b. SGA Extreme Makeover
  - c. Religious holidays (outreach/exposure)

- d. Discussions on campus security/safety
  - e. Discussions on stadium woods issue
  - f. Discussions on presence of the Honor System
  - g. Discussions on CLE
  - h. Discussions on tuition and fees proposal
  - i. Involvement/collaboration with other organizations
  - j. Discussions on Budget Board process and guidelines
  - k. Discussions on gender identity in language
  - l. Discussions on utilization of student facilities
9. Commission on Undergraduate Studies and Policies– Dr. Robin Panneton, Chair
- a. Discussion of repeated course policy
  - b. Discussion of possible standardization/digitization of the major check sheet to promote degree transparency/accuracy
  - c. Discussion of final exam policy and whether this is being routinely violated in undergraduate courses
  - d. Discussion of final exam schedule conflicts and how/why these arise
  - e. Discussion of revision of the W-grade policy vs. freshman rule (after final grade is received)
  - f. Review of 5-year academic calendar (e.g. length of Thanksgiving break)
  - g. Discussion about ways to standardize the chain of notification to deans, associate deans, college curriculum committees, departments, and faculty regarding items on 15-day review
10. Commission on University Support – Dr. James Tokuhisa, Chair
- a. Monitor the progress of the committees address the multimodal transportation facility and the stadium woods indoor athletic facility
  - b. Explore governance mechanism that could be implemented to minimize collateral impact of new buildings on campus
  - c. Investigate the need for campus-wide organization of video conferencing for research, teaching and Extension

## **6. Presentation**

Dr. Paul Knox and Ms. Frances Keene gave a brief progress report on the Long-Range Plan, titled “A Plan for a New Horizon.” Approximately a year ago Dr. Steger appointed a taskforce of 55 faculty, staff, and students and told them to think big. There were many ideas produced and developed and the draft proposal can be found on the Long-Range Plan website at <http://www.longrangeplan.vt.edu/>.

In addition to accessing the documents, there is a blog available for comments on the draft plans. The plan is currently structured around four structuring challenges with three sections to address those challenges. The document also includes principal strategies to be implemented. Dr. Knox encouraged the group to read the drafts and to encourage his/her constituents to do so as well. Comments can be directed to Dr. Knox with a courtesy copy to each person’s Dean or VP.

## **7. Announcements**

### **Update from the General Assembly**

- Dr. Steger announced that the proposed budget does not allow for much new money
- Virginia Tech has approval to use its own money to plan a new classroom building
- On the Federal level, there are discussions on limiting pay of principal investigators and limiting tax deductions for charitable gifts, such as those to the university

## **Hokie Day**

Ms. Michelle McLeese announced that there were over 100 undergraduate and 12 graduate students who attended Hokie Day this year.

## **Update on Stadium Woods**

Dr. Steger indicated that a committee has been formed to explore the matter, and a consulting firm has been hired to evaluate the woods near the stadium. Dr. Sherwood Wilson informed the Council that the committee has met two times and should have a recommendation by the first of June.

## **8. Announcement of Approval and Posting of Commission Minutes**

These minutes have been voted on electronically and will be posted on the University web (<http://www.governance.vt.edu>). Note that the purpose of voting on Commission minutes is to accept them for filing. University Council By-laws require that policy items be brought forward in resolution form for University Council action.

- Commission on Administrative and Professional Faculty Affairs  
January 25, 2012
- Commission on Equal Opportunity and Diversity  
November 14, 2011  
November 28, 2011
- Commission on Faculty Affairs  
December 2, 2011
- Commission on Graduate Studies and Policies  
November 16, 2011  
December 7, 2011  
January 18, 2012
- Commission on Outreach and International Affairs  
November 17, 2011  
December 15, 2011
- Commission on Research  
November 9, 2011  
December 14, 2011
- Commission on Staff Policies and Affairs  
November 29, 2011  
January 24, 2012
- Commission on Student Affairs  
November 10, 2011  
December 1, 2011  
January 26, 2012
- Commission on Undergraduate Studies and Policies  
October 24, 2011  
November 14, 2011

November 28, 2011

**9. For Information Only**

Minutes of the University Advisory council on Strategic Budgeting and Planning  
December 1, 2011

**10. Adjournment**

There being no further business, a motion was made to adjourn the meeting at 4:18 p.m.